

**Franklin Public Schools
Franklin, Massachusetts 02038**

Action Required

Subject: Handbooks

Date: August 13, 2019

Dept: School Committee

Reason: Required Vote

Enclosure: yes

Recommendation:

School Handbooks

I recommend approval of the Franklin Public Schools Student/Family Handbooks as discussed.

Action Requested of the School Committee:

Majority vote of the School Committee is required.

<u>Vote Tabulator</u>	
A. Bergen: Y / N	D. Schultz: Y / N
C. Douglas: Y / N	MJ Scofield: Y / N
D. Feeley: Y / N	G. Zub: Y / N
M. Linden: Y / N	Action: _____

FRANKLIN PUBLIC SCHOOLS STUDENT HANDBOOK

SUMMARY OF CHANGES 2019-20

SECTION III (District-wide Policies)

- IJOAA - Field Trips
 - IKB - Homework Policy
 - JFABE - Educational Opportunities for Military Children
 - JFABF - Educational Opportunities for Children in Foster Care
 - JKAA - Physical Restraint of Students
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- End of day [dismissal times](#) across all schools - 5 additional minutes add to time on learning
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SECTION II (Level-Specific)

ELEMENTARY

Attendance Notification Procedure:

- Current Language under MGL, Ch. 76 - School shall notify families and make reasonable efforts to meet and develop an action plan to improve and ensure the student's attendance at least five (5) days in which they have missed two (2) or more periods unexcused in a school year, or if a student has missed five (5) or more school days unexcused in a school year. The principal or designee will review attendance throughout the school year and notify parents/guardians when it is determined that a student is chronically absent.

Defined Chronic Absenteeism:

- Chronic absenteeism is defined by absences that exceed 10% of the total number of school days, including both excused and unexcused absences. If a pattern of absenteeism develops, the administration will determine an appropriate course of action which will include written notification to families. This may also include meeting with parents/guardians and local agencies to collaboratively develop a plan to improve attendance. If a pattern of chronic absenteeism continues, the administration may notify the Department of Children and Families and/or work with the School Resource Officer to apply for a Child Requiring Assistance hearing with the Dedham Juvenile Court.

APPROPRIATE DRESS:

- Apparel that contains statements or symbols that make negative or discriminatory statements or stereotypes about race, color, creed, religion, ancestry, national origin, sex, gender identity or expression, sexual orientation, marital status, genetic information, disability, pregnancy or related condition, veteran's status, age, homelessness as well as limited English proficiency or that has sexual connotations or sexual innuendo is not permitted at school.

Bike Riders:

- Students may ride their bicycle to school with permission from a parent/guardian. Massachusetts state law requires any person, 16 years old or younger riding a bicycle to wear a properly-fitting helmet that is securely fastened. If a child rides to school without a helmet, they will not be allowed to ride home until a helmet is brought into school. Students should adhere to standard guidelines that apply to all bicycle riders and walkers, including crossing at crosswalks with a crossing guard. To ensure the safety of all students, bicycle riders must walk their bicycles when on school property. Parents/guardians are asked to instruct their children on appropriate bike safety and are responsible for the safety of their children bicycling to and from school. Bicycles must be parked in the designated bicycle rack at the school. It should be noted that it is the responsibility of the students to lock their bicycles, as the school department is not responsible for stolen

bicycles. Please note that state law regarding the use of helmets applies to electric bikes, skateboards, and scooters.

Food in Classrooms:

- No food or drink, except water, is to be consumed in the classrooms other than during specified times, such as breakfast or snack breaks, except if student has accommodations as part of their Section 504 plan or individualized health care plan.. Students should bring a nutritious snack to school each day. Each teacher will decide the time of day to have a snack. Glass bottles, energy drinks, and sodas are not allowed during snack. Children are not permitted to share or to trade snacks. No food items may be brought into the classroom for distribution to the class. This includes birthday celebrations. Parents/Guardians will be notified if a student in the classroom has s a specific life-threatening food allergy in the classroom. The notice will include specific guidelines and protocols to ensure safety for all students. Please keep in mind the new Massachusetts guidelines for nutrition in schools. Please refer to: <http://www.mass.gov/eohhs/docs/dph/mass-in-motion/school-nutrition-guide.pdf>.

RULES AND REGULATIONS

- Possession, transmission, and/or use of tobacco, drugs or alcohol (includes but not limited to vaping/juuling, e-cigarettes)

FIELD TRIPS

- Students are invited on field trips throughout the year. In order to participate in a field trip, students are expected to demonstrate appropriate behavior and citizenship during school and at school-sponsored events. Students not meeting these expectations may be excluded at the discretion of the principal or their designee. Under such circumstances, the school will provide an alternate learning experience at school on the day of the field trip.

All field trips will be staffed by school personnel and by invited parent/guardian chaperones who have satisfied school volunteer requirements, including CORI and CHRI. Classroom teachers will notify those parents/guardians who will be accompanying the trip as chaperones. The school nurse, in partnership with the principal, will determine if a nurse is required to attend the field trip. For safety reasons, as well as space needs on some trips, we will not be able to accommodate additional adults on field trips.

MIDDLE LEVEL

Attendance:

- Students may check for work on Google Classroom or other online platforms.

Respectful Conduct:

- Stalking, including cyberstalking, which include, but is not limited to, repeatedly pursuing, following, waiting, or appearing uninvited when it is not welcomed by the recipient

Student Illness:

- A student who feels physically ill should report directly to the school nurse's office. The school nurse is responsible for assessing students and determining whether a dismissal from school is necessary. In such cases, the school nurse will notify parents/guardians directly, and they are expected to arrange for transportation. Students dismissed by the school nurse are considered excused for attendance purposes. Students may not contact their parents/guardians to dismiss themselves.

Students may arrange for an appointment with the nurse to discuss any health problem. Excluding emergency situations, students are expected to receive a pass from a teacher in order to report to the nurse's office.

HIGH SCHOOL

LOSS OF CREDIT FOR EXCESSIVE ABSENCES

- Students who have excessive absences from school, even when documented appropriately, may be subject to credit loss. Excessive absences (undocumented or documented) are defined as missing the equivalent of 20% of a given class during the school year (25 or more absences total for full-year courses, 13 or more absences total for semester courses). In these situations, the principal or designee will arrange for a meeting with the student and his or her parent/guardian to determine if the student has been available to access sufficient curriculum to earn credit and to develop a plan to improve attendance.

In extreme cases of excessive absences, when students are faced with extenuating circumstances that require significant medical interventions including extended hospitalizations, parents/guardians may request in writing that loss of credit be waived. Parents/Guardians should submit any documentation that supports their request for review. The decision to waive the loss of credit is at the sole discretion of the principal or their designee.

SECTION I:

Davis Thayer

- No substantive changes- Updated DT general info

Jefferson

- Student departure expectations

Keller

- Student arrival time expectations

Kennedy

- No substantive changes

Oak Street

- No substantive changes - New school mission and vision

Parmenter

- New School Mission and School Motto
- Dismissal procedure - Follow-up email required for call-in dismissals

F.X. O'Regan ECDC

- No substantive changes

Annie Sullivan

- No substantive changes

Horace Mann

- No substantive changes - Updated FAQ and HMMS traditions.

Remington

- No substantive changes

Franklin High School

- New Bell Schedule