



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KBA

SCHOOL/PARENT RELATIONS GOALS

It is the general goal of the Masconomet Regional School District to foster relationships with parents that 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 Masconomet Regional School 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.

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 Masconomet Regional School District programs.

Original Adoption: 3/15/06

Reviewed: 2/9/09, 2/8/14

1st Reading:

2nd Reading:

Adoption: 4/1/09

Proposed reconsideration: April 2019



Masconomet Regional School District

Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KBD

COMMUNICATIONS WITH PARENTS

The School Committee recognizes the fact that parents and guardians play an integral part in the success or failure of the Masconomet Regional School District to educate the children. The Committee, therefore, emphasizes the need, on the part of the staff, to maintain strong lines of communication with the parents and guardians of each child. Communication lines are developed in many ways – telephone calls, notes, emails, formal notices, conferences – and the staff should attempt to use all of them in its quest to maintain a strong home/school relationship.

Original Adoption: 3/15/06

Reviewed: 2/9/09, 2/8/14

1st Reading:

2nd Reading:

Adoption: 4/1/09

Proposed reconsideration: April 2019



Masconomet Regional School District

Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KBE

RELATIONS WITH SCHOOL-COMMUNITY ORGANIZATIONS

The Masconomet Regional School Committee recognizes, appreciates, and supports the need for parents and citizens to be closely involved in the educational process of the Masconomet District. The Committee also recognizes the need for this involvement to be orderly and to operate within clearly defined guidelines.

All school/community organizations will operate within the Committee's policies. The Superintendent or designee will establish administrative contacts and assist these groups in developing plans consistent with these policies. All school-affiliated events will be considered to be sponsored by Masconomet for insurance purposes unless expressly noted otherwise.

Original adoption: 4/7/76
Amended: 7/11/79; 6/1/83; 4/30/86; 4/12/95; 6/23/99; 12/3/02
Reviewed: 4/11/77; 3/28/90; 2/9/09, 2/4/14
1st Reading:
2nd Reading:
Adoption: 4/1/09
Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KCB

COMMUNITY INVOLVEMENT IN DECISION-MAKING

The Masconomet Regional School Committee endorses the concept that community participation in the affairs of the schools is essential if the Masconomet Regional School District 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 and/or concerns 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 consider 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.

Original Adoption: 3/15/06

Reviewed: 2/9/09, 2/4/14

1st Reading:

2nd Reading:

Adoption: 4/1/09

Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KCD

PUBLIC GIFTS TO THE SCHOOLS

The Superintendent will have authority to accept gifts and offers of equipment for the schools in the name of the Committee when the gift is of educational value. In the case of gifts from industry, business, or special interest groups, no extensive advertising or promotion may be involved in any donation to the schools.

Gifts that would involve changes in school plants or sites will be subject to School Committee approval.

Gifts will automatically become the property of the Masconomet Regional School District. Any gift of cash, whether or not intended by the donor for a specific purpose, will be handled as a separate account and expended at the discretion of the Committee, as provided by law.

The Committee directs the Superintendent to assure that an appropriate expression of thanks is given all donors.

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

Original Adoption: 3/15/06

Reviewed: 2/9/09, 2/4/14

1st Reading:

2nd Reading:

Adoption: 4/1/09

Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KDB

DISTRICT PUBLIC RECORDS

The Masconomet Regional School Committee believes that public records should be readily accessible for examination by citizens. Every record in existence, in the custody of the district, and made or received by the district is presumed to be a public record, unless it is subject to an exemption. It is not required that records be created in response to requests.

A citizen may request public records in person, or in writing, by mail, email, or facsimile. Phone requests will not be considered. The requester should provide a reasonable description of the desired record(s). Copies will be supplied with reasonable notice and upon advance payment of the following fees:

Photocopies	\$0.25 per page
Computer printouts	\$0.25 per page
Records not susceptible to ordinary means of reproduction (i.e., computer records, over-sized documents, etc.)	the actual cost of reproduction

The custodian of public records may also charge for the time it takes to search for the records, remove any exempt data, photocopy the record, and refile it, based on the pro-rated hourly rate of the lowest paid employee capable of performing the task.

The custodian of public records will respond to requests within ten days, or before if practicable. The response will be an offer to provide the requested record(s) or a written denial. In the case of the latter, the basis for the denial will be stated. In the event of a denial, the requester may seek redress through the administrative process provided by the Office of the Supervisor of Public Records of the Commonwealth of Massachusetts.

LEGAL REFS: M.G.L. 4:7; 66:10; 39:23B

Original adoption: 1/19/05

Amended:

Reviewed: 2/9/09

1st Reading: 3/4/09

2nd Reading: 4/1/09

Adoption: 4/1/09

Proposed reconsideration: April 2014



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KDD

NEWS MEDIA RELATIONS/NEWS RELEASES

Every effort will be made to assist the press and other communications media to obtain complete and adequate coverage of the programs, challenges, planning, and activities of the Masconomet Regional School 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 issues.

In order that Masconomet Regional School District 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 chair will be the official spokesperson for the Committee, in particular surrounding legal issues, negotiations, crisis or legal matters, except as this duty is delegated to the Superintendent or other designee. School Committee members may express their individual viewpoints, but may not speak on behalf of the entire School Committee;
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; and
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 in consultation with the Superintendent. All statements made to the press by other staff members of the particular school must be cleared with the Principal and/or Superintendent.

While it is impossible to know how the press will treat news releases, 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 Masconomet Regional School District.

Original adoption: 5/17/00

Amended: 5/21/14

Reviewed: 2/9/09, 2/4/14

1st Reading: 4/2/14

2nd Reading: 5/21/14

Adoption: 5/21/14

Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KE

PUBLIC COMPLAINTS

Although no member of the community will be denied the right to bring his/her complaints to the Masconomet Regional School Committee, he/she 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, learning materials or extracurricular activities will be as follows:

1. Teacher (or Coach or Advisor);
2. Department Head (or Director or Athletic Director);
3. Principal
4. Chief Financial Officer; (Where Appropriate)
5. Superintendent
6. 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.

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

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

LEGAL REF: *M.G.L. 75:6; 603 CMR 26:00*

Original adoption: 5/17/00 Amended: 5/21/14 Reviewed: 2/9/09,2/4/14 1st Reading: 4/2/14 2nd Reading: 5/21/14 Adoption: 5/21/14 Proposed reconsideration: April 2019 1 of 1



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee KEA

PUBLIC COMPLAINTS ABOUT POLICY DECISIONS

Any person or persons who desire to petition the Committee to review the decision of the Superintendent in enforcing general policy must be presented in writing to the Superintendent of Schools. A request to review the decision of the Superintendent to the Committee must be made in writing and signed, and the complainant shall be placed on the agenda and shall appear before the Committee in person.

*Original adoption: 5/17/00 Amended: 5/21/14 Reviewed: 2/9/09,2/4/14 1st Reading: 4/2/14 2nd Reading: 5/21/14
Adoption: 5/21/14 Proposed reconsideration: April 2019*



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KEB

PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL

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

Whenever a complaint is made directly to the Masconomet Regional School Committee as a whole or to a Committee member as an individual, it will be referred to the school administration for study and possible solution.

The Superintendent will develop, for approval by the Committee, procedures that assure prompt and fair attention to complaints against school personnel. The procedures will require that an employee who is the object of a complaint be informed promptly and be afforded the opportunity to present the facts as he/she sees them.

If it appears necessary, the administration, the person who made the complaint, or the employee involved may request an executive session of the Committee for a formal hearing and decision. Statutory restrictions on executive sessions will be observed.

LEGAL REF: 603 CMR *M.G.L 76:5 603 CMR 26:00*

Original adoption: 5/17/00 Amended: 5/21/14 Reviewed: 2/9/09,2/4/14 1st Reading: 4/2/14 2nd Reading: 5/21/14 Adoption: 5/21/14 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KEC

**PUBLIC COMPLAINTS ABOUT THE CURRICULUM
OR INSTRUCTIONAL MATERIALS**

The School Committee, though it is ultimately responsible for all curriculum and instructional materials (including library books), recognizes the need and right of students to free access to many different types of books and materials. It also recognizes the right of the professional staff to select books and other materials supportive of the Masconomet Regional School District's educational philosophy and goals.

Criticism of a book or other materials used in the Masconomet Regional School District may be expected from time to time. In such instances:

1. If a parent requests that his/her own child not read a given book, the teacher and/or school administrator will resolve the situation, perhaps by arranging for use of alternative material meeting essentially the same instructional purpose. This does not apply, however, to basic program texts and materials that the Committee has adopted.
2. The School Committee shall not permit any individual or group to exercise censorship over instructional materials and library collections, but recognizes that at times a reevaluation of certain material may be desirable. Should an individual or group ask to have any book or other material withdrawn from school use:
 - a. The person who objects to the book or other material, after having read it in its entirety, will be asked to sign a complaint on a standard form on which the complainant will document his/her criticism;
 - b. Following receipt of the formal complaint, the Superintendent shall provide for a reevaluation of the material in question. The Superintendent shall arrange for the appointment of a review committee from among the faculty to consider the complaint; and
 - c. The Superintendent shall review the complaint and the committee's reevaluation and will render a decision in the matter. Should the decision be unsatisfactory to the complainant, he/she may appeal it to the School Committee.

In summary, the Committee assumes final responsibility for all books and instructional materials it makes available to students; it holds its professional staff accountable for proper selection. It recognizes rights of individual parents with respect to materials used by their own children; it will provide for the reevaluation of materials in library collections upon formal request. On the other hand, students' right to learn and the freedom of teachers to teach will be respected.

LEGAL REF: 603 CMR 26.09 and 26.10 *M.G.L 76:5 603 CMR 26:00*

Original adoption: 12/13/00 Amended: 12/18/02, 5/21/14 Reviewed: 2/9/09, 4/2/14 1st Reading: 4/1/14 2nd Reading: 5/21/14 Adoption: 5/21/14 Proposed reconsideration: April 2019 1 of 1



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KF

AUTHORIZED USE OF SCHOOL-OWNED EQUIPMENT

The Masconomet Regional School Committee wishes to be of assistance to town departments and community organizations. Permission to use school equipment may be granted by the administration upon request by school and community organizations or town departments. A fee customarily will be assessed for use.

School equipment may be used by staff members when the use is related to their school employment. Students may use the equipment in connection with their studies, extracurricular activities, or community service under the supervision of faculty or staff members.

Proper controls will be established by the Superintendent to assure the user's responsibility for, and return of, all school equipment. At the discretion of the administration, fees may be charged for a trained professional to accompany and operate equipment. Full payment is required in advance of reserving the equipment.

Original adoption: 12/13/00 Amended: 12/18/02, 5/21/14 Reviewed: 2/9/09, 4/2/14 1st Reading: 4/1/14 2nd Reading: 5/21/14 Adoption: 5/21/14 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KFA

USE OF DISTRICT ELECTRONIC SIGN AND OTHER OUTDOOR SIGNS

Signage

It is the policy of the Masconomet Regional School Committee that outside signage on the campus shall be limited to designated areas. To that end, should the Committee approve and the District erect an electronic sign along Endicott Road, the electronic sign shall be the only signage placed along the frontage on Endicott Road. Any exception shall be approved by the Superintendent.

LED Sign

The electronic sign shall display only school or official content. School content is defined as an event run by the school or by a partner organization, or event or purpose approved by the School Committee. Official content is defined as information requested by local government authorities relating to local authority or events

Hours of use of the electronic sign shall be from 6:00 AM until the latter of 9:00 PM or 30 minutes after the cessation of the final official event held on the campus. Hours of used shall not apply to any emergency announcements.

The electronic sign display shall only be monochromatic, non-animated, non-flashing content. Electronic warmth shall be limited to a Kelvin temperature no greater than 3000K. Messages will be displayed for a minimum of 5 seconds before they are changed to minimize neighborhood and driver distraction.

Partner organizations, local government authorities, or other organizations seeking to have content displayed on the electronic sign shall provide the proposed content to the Superintendent or designee for approval. Messages deemed too distracting or densely worded will not be allowed.

Other Signs

All signage on school grounds outside of the school building shall be preapproved by the Superintendent or designee. A color rendering of the proposed signage, with dimensions, shall be submitted for approval by the Superintendent or designee. All signage not pre-approved will be promptly removed.

Cross reference: KHB - Advertising in Schools, KFB Community Use of School Facilities

Adoption Date: April 6, 2016

Next Review: April 2021



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee KFB
COMMUNITY USE OF SCHOOL FACILITIES

The Masconomet Regional School Committee grants and encourages use of school facilities to responsible and properly organized groups for the express purpose of pursuing worthwhile educational, recreational, social, and cultural objectives. School facilities may be made available to outside organizations when the facility is not scheduled for a Masconomet activity. Every effort will be made to balance the needs of the various community groups and provide equitable access to the facilities. Fees will be assessed for use by non-Masconomet groups and organizations. The fee must be paid in advance of reserving school facilities.

Preference is given in the following order:

- Masconomet activities; Town endorsed group organizations serving Tri-Town students; Community-based groups serving adults in Masconomet's member towns; Use by individuals in Masconomet's member towns for approved activities; and Organizations outside of Masconomet's member towns

To this end, the Superintendent or designee is authorized to act on requests for the use of school facilities by non-school organizations. All monies are payable in advance according to a schedule of fees established by the administration and approved yearly by the School Committee.

Supervision adequate for maintaining good order must be provided.

Permission to use school facilities does not constitute an endorsement by the School District of any group or organization or any of the positions they represent.

The Masconomet Regional School District's fee schedule is available in the Superintendent's office.

LEGAL REFS: M.G.L. 71:71; 71:71B; 272:40A

Original adoption: 1/19/72 Amended: 4/11/77; 6/17/87; 3/8/95; 12/4/96; 6/9/99; 12/12/01;

Reviewed: 6/1/83; 9/5/90; 6/25/03; 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019 1 of 1



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KFBA

COMMUNITY PERFORMANCES BY SCHOOL MUSICIANS

The Masconomet Regional School District's music programs should provide a balanced music experience that includes public performances. These performances should include some that support public ceremonies and activities and, in the process, inform the public concerning the quality of the District's music programs. However, the major purpose of these performances shall be educational and their number and timing should not interfere with educational programs, nor make unreasonable demands on the students. These performances will be for non-profit organizations or activities such as school functions and civic occasions, e.g., local, state, national holidays and special events, or benefit performances by the schools' musical organizations. Fund raising activities involving musical performances should provide benefits commensurate with the effort involved; student musicians should not be exploited. Commercial or for-profit activities, as distinct from school activities for which admission is charged, are not authorized.

The Superintendent will establish procedures for implementing this policy.

Original adoption: 1/15/72 Amended: 6/1/83; 9/19/90 Reviewed: 4/11/77; 3/8/95; 8/18/99; 12/4/02; 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019 1 of 1



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KFCA

USE OF SCHOOL GROUNDS FOR MOTOR VEHICLES

Pursuant to the protection of school property, no school property is to be used for the operation of unauthorized motor vehicles; such as mini-bikes, all terrain vehicles, go-carts, and snowmobiles, unless authorized by the Masconomet Regional School Committee or its agents.

Original Adoption: 3/15/06 Reviewed: 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KHA

PUBLIC SOLICITATIONS IN THE SCHOOLS

The Masconomet Regional School Committee will place limits on commercial activities and fund-raising activities in the schools for the following reasons:

- 1 The Masconomet Regional School District should provide students, parents, and employees some measure of protection from exploitation by commercial and charitable fund-raising organizations.
- 2 The Masconomet Regional School District should not give the public the impression of generally endorsing or sanctioning commercial and fund-raising activities.
- 3 Commercial and fund-raising activities may disrupt school routine and cause loss of instructional time.

Following these guiding statements, the Superintendent and Principals may permit occasional commercial or fund-raising activities related to the objectives of the schools with the following exceptions:

- 1 No direct solicitation of students or employees may take place without School Committee permission.
- 2 No general or class distribution of commercial or fund-raising literature may take place without School Committee permission.

For the purposes of this policy, local parent groups and groups representing Masconomet Regional School District employees will be considered "school groups" and will be governed by the Committee's policy on staff solicitations. (See GBEB.)

LEGAL REF: M.G.L. 44:53A

Original Adoption: 3/15/06 Reviewed: 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KHB

ADVERTISING IN THE SCHOOLS

No advertising of commercial products or services will be permitted in school buildings or on school grounds or properties without the permission of the Masconomet Regional School Committee. Each request will be handled on a case-by-case basis without prejudice. Publications of the Masconomet Regional School District will not contain any advertising. However, this will not prevent advertising in student publications that are published by student organizations, subject to administrative controls, or the use of commercially sponsored, free teaching aids if the content is approved by the administration.

Solicitation of sales or use of the name of the Masconomet Regional School District to promote any product will not be permitted by the Committee.

Original Adoption: 3/15/06 Reviewed: 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KHC

PROMOTIONAL MATERIALS IN THE SCHOOLS

Neither the facilities, the name, the staff, the students, the Masconomet Regional School District, nor any part thereof shall be employed in any manner for promoting or otherwise advertising the interests of any commercial or other non-school agency or organization except that:

- 1 The school may cooperate in furthering the work of any non-profit, community-wide social service agency, provided that such cooperation does not restrict or impair the educational program of the schools. The activities and materials must be nonpartisan, nonsectarian and non-controversial in nature;
- 2 The schools may use films or other educational materials bearing only simple mention of the producing or sponsoring firm;
- 3 The schools may participate in radio or television programs under acceptable commercial sponsorship when such participation is supplementary or beneficial to the program of the schools;
- 4 The Superintendent may, at his or her discretion, announce or authorize to be announced any lecture or other community activity of particular educational merit;
- 5 The schools may, upon approval of the Superintendent, cooperate with any governmental agency in promoting activities in the general public interest which are nonpartisan and non-controversial and which promote the education or other best interests of the pupils; and
- 6 School publications may accept and publish paid advertising under established procedures.

Promotional literature will not be distributed through the schools except for recognized educational and youth-oriented organizations. The permission of the Superintendent or designee is required before any materials may be distributed or announcements made.

The foregoing policy is for the purpose of insuring maximum instruction time for the teacher and in no way reflects negative attitudes toward many of the worthwhile activities sponsored within the community.

Original Adoption: 3/15/06 Reviewed: 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KI

VISITORS TO THE SCHOOLS

Visits by parents to several classrooms in a given grade, for the purposes of comparing teaching styles in order to provide a basis for a request for student assignment to a particular teacher, are not permitted. The Masconomet Regional School District's policy of assigning a student to a particular class is the sole responsibility of the building Principal in consultation with the staff of that school.

The following guidelines to classroom and school visits should be followed:

- 1 Parental requests for classroom visitations will be welcomed as long as the educational process is not disrupted. To this end we request that such requests be made at least forty-eight hours in advance to allow for proper arrangements to be made.
- 2 The building Principal has the authority to determine the number, times, and dates of observations by visitors. This will be done in consultation with staff members so as to give adequate notice to the staff members of the impending visits.
- 3 For security purposes, it is required that all visitors report to the Principal's office upon entering and leaving the building and sign a guest log showing arrival and departure times. Visitors are required to wear a badge. Teachers are encouraged to ask visitors if they have registered in the Principal's office.
- 4 Under ordinary circumstances classroom observations will be strongly discouraged during the first three weeks of school in September, immediately before or after school vacation periods, during scheduled exams and during the month of June.
- 5 Any student who wishes to have a guest in school must ask permission of one of the administrative staff 24 hours in advance of the proposed visit. If permission is granted, the guest is expected to follow the standards of behavior expected of all students. Upon arrival the guest must register in the office. Any guest who fails to comply with student regulations will be asked to leave the school building and grounds immediately.

Original Adoption: 3/15/06 Reviewed: 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KLG

RELATIONS WITH POLICE AUTHORITIES

Cooperation with law enforcement agencies is essential for the protection of students, for maintaining a safe environment in the Masconomet Regional School District, and for safeguarding all school property.

Relationships between the schools and officials of law enforcement agencies in investigative matters concerning pupils will take into consideration the respective roles of the schools and law enforcement agencies in assisting and protecting the interests of the community, and ensuring the rights of all concerned.

The School Committee also recognizes the potential enrichment that law enforcement agencies can make in the educational program. Efforts will be made to develop and maintain a healthy attitude toward law enforcement agencies and personnel to promote better understanding and communication.

Original Adoption: 3/15/06 Reviewed: 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KLH

RELATIONS WITH THE FIRE DEPARTMENT

Any inspection of the building by the Fire Department should be done with the knowledge of the Principal. A written report of any such inspection should be forwarded to the Principal and Superintendent.

The Masconomet Regional School Committee also recognizes the potential enrichment the fire prevention agencies can make in the educational program.

Original Adoption: 3/15/06 Reviewed: 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KLJ

RELATIONS WITH PLANNING AUTHORITIES

The Masconomet Regional School Committee will participate in local and state planning functions that could directly affect Masconomet Regional School District and its immediate environment. The Superintendent or designee will keep the School Committee informed of planning matters bearing directly on the operation of Masconomet Regional School District or school-sponsored programs, and will undertake action on behalf of the School Committee to influence matters in the best interests of the students, the schools and the Masconomet Regional School District.

Original Adoption: 3/15/06 Reviewed: 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019



Masconomet Regional School District
Serving Boxford, Middleton & Topsfield

Policy of the School Committee

KLK

RELATIONS WITH LOCAL GOVERNMENTAL AUTHORITIES

The Masconomet Regional School Committee and its administrative officers welcome all who seek to serve the residents of the community and will participate with them in the planning and execution of such projects as will be mutually beneficial for students.

It is School Committee policy that the administration informs elected and appointed officials of the local and county government of the desire to work cooperatively for improved services.

Original Adoption: 3/15/06 Reviewed: 2/9/09, 2/4/14 1st Reading: 2nd Reading: Adoption: 4/1/09 Proposed reconsideration: April 2019