

AGENDA
Maynard School Committee Meeting
Thursday, February 4, 2021, 7:00 pm
Remote Meeting

Posted at Town Hall
2/1/21 at 10:28 am

(The School Committee may vote on all items listed on this agenda)

Pursuant to Gov. Baker's Executive Order dated March 12, 2020, suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, the School Committee has modified meeting procedures to ensure the safety of all participants. The public will not be allowed to physically access this School Committee meeting; video and audio will be turned off for the public. This meeting will be held via a virtual meeting (internet) using Zoom Technology.

All members of the public are invited to join the meeting virtually either by computer (internet) or phone at:

Computer Option: Join Zoom Meeting (video) <https://zoom.us/j/91572875882> Password: SC2020
Choose to use Computer Audio, or join by phone at the number below:
Phone Option: 1-646-558-8656 Meeting ID: 915 7287 5882 Password: 768250
View further instructions here: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>
Meeting materials will be found on the website under School Committee - Agenda or <https://bit.ly/2XiCS4b>

NOTE: We will accept Citizens' Comments by email only to comments4SCmeeting@maynard.k12.ma.us. You must state in the subject line, "Public Comment" and include your name and street address in the body of the email, which should be emailed before 7:15 pm the evening of the meeting or by the time that agenda item takes place. Citizens' Comments will be read out loud by the Chair and will also be memorialized within public records and meeting minutes. **Please see the attached Citizens Comments guidelines for full details.******

MGL 30A, Sec.20:(f) After notifying the chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body or may transmit the meeting through any medium, subject to reasonable requirements of the chair as to the number, placement, and operation of equipment used so as not to interfere with the conduct of the meeting. At the beginning of the meeting, the chair shall inform other attendees of any recordings.

- I. **Call to order** - Roll Call of Committee Members
- II. **Approval of Minutes** (5 min; D/VR)
- III. **Acceptance of Warrant(s)** (5 min; D/VR)
- IV. **Urgent Business (within last 48 hours, if required)**
- V. **Student Representative Report** (20 min; IO)
- VI. **Citizens' Comments** (15 min; IO)
- VII. **Superintendent's Report** (20 min; IO)
- VIII. **Chairperson's Report** (10 min; IO)
- IX. **Other Business**
 - A. MHS Program of Studies (20 min; IO)
 - B. Preschool Program/Tuition Change (15 min; IO/V)
 - C. Superintendent's Mid-Year Review (20 min; IO/D)
- X. **Policies under Review (including any policies approved at 1/19 Policy Subcommittee meeting)** (20 min; D/VR)
 - ~~A. JIC/#550 - Student Discipline~~
 - ~~B. JJ/#562 - Co-curricular and Extracurricular Activities~~
 - ~~C. JJIB/#564 - Interscholastic Athletics~~
 - ~~D. *NEW* JK - Student Conduct~~
 - E. JL/#637 - Student Welfare
 - F. JRA/#615 - Student Records
 - G. #211/ECA-1 - Video Surveillance
 - ~~H. IKB/#607 - Homework~~
 - I. JIE/#645 - Pregnant Students
- XI. **Members Reports & Comment** (10 min; IO)
 - **Mary Brannelly**
 - **Jessica Clark**
 - **Bethlyn Houlihan**
 - **Natasha Rivera**
- XII. **Adjournment**

*IO [Info Only], P [Presentation], D [Discussion], or VR [Vote Required]

Chairperson: Lydia Clancy
Posted by: Colleen Andrade
Date: 2/1/21

Maynard School Committee Virtual Meeting Public Comment Guidelines

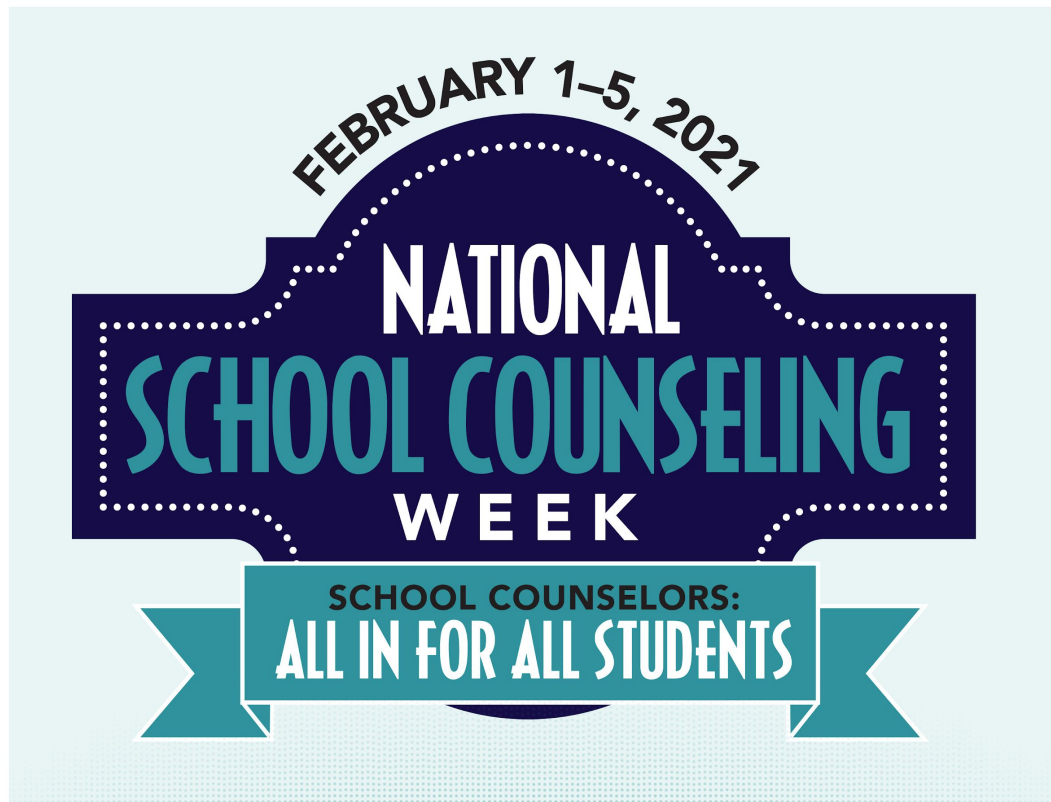
Here are the general rules for the Committee's public comment period:

1. Any citizen wishing to make a comment during a virtual meeting may do so by:
 - a. Emailing comments in advance and up until the Citizens' Comments agenda item to **comments4SCmeeting@maynard.k12.ma.us**. **You must state in the subject line "Public Comment"** and include your first and last name and home address to ensure your comment can be read.
 - b. Please be sure to read the guidelines below in #3.
2. Any citizen wishing to comment for a virtual public meeting shall follow these guidelines:
 - a. All public comments are limited to 3 minutes, to ensure that everyone who wishes to comment has the opportunity to be heard.
 - i. Comments read by the Chair will only be read for 3 minutes. If the submitted comments are longer, they will be cut off at the 3-minute mark.
 - ii. To ensure that all the comments are read in their entirety, it is suggested that you keep them to approximately 350 words. Submitted messages longer than 350 words will be submitted for public record regardless.
 - b. No citizen may comment more than once without permission of the Chair. As time allows, the Chair could consider allowing citizens to comment a second time, especially if it is related to a topic that has not yet been brought up.
 - i. Note that citizens can submit any additional comment(s) for the public record, by providing a copy to the Chair via email up until the end of the meeting, specifically stating their desire to have these additional comments included.
3. Please be aware that the Citizens' Comments agenda item is a devoted time for the school committee to hear from the citizenry. As such, its structure primarily supports unidirectional public recording of citizen's comments, rather than a bidirectional conversation.

MHS Program of Studies 21-22 SY

MHS Counseling Dept.
Nicole Fernald
Dana MacPhee
Amy Petroskey
February 2021

National School Counseling Week



Agenda

- MHS Requirements v. MassCore
- Program of Studies
- Course Selection - College & Career Counseling
- Academic Highlights

MHS Graduation Requirements

- Students must earn 110 credits to graduate
- Pass MCAS ELA, Math, & 1 Science

English	20 credits
Math	15 credits
Science	15 credits
History	15 credits (5 credits US History)
PE	3.75 credits (PE 9 & 10)
Senior Project	5 credits

MassCore

English	4 years
Math (including Algebra I, II, and Geometry)	4 years
Lab Sciences	3 years
Social Sciences (one year of US History and World History are required)	3 years
World Language	2 years (must be of the same language)
Fine Art	1 year
Physical Education	As required by law
Additional Core Courses	5 year-long courses

Program of Studies

- Contains a list of the potential classes we offer
- Descriptions of classes
- Prerequisites
- Course credits and level
- Available on the MHS website
 - <https://docs.google.com/document/d/1tixvBUBDxkenCZk8TUW3VKuXYz1TJOUSJlvM-CQVCTU/edit?usp=sharing>



How do students select courses?

- Around this time each year we work with students and Families in 8-11th grade
- Meeting with families to share the course selection process with them
- Meeting with students so that they can make their course selections
- What are you interested in? What might you want to do when you graduate?
 - College
 - What major?
 - Completion of MassCore and/or college-specific requirements
 - Trade
 - Employment
 - Military
- MHS has Electives available in Communications (Chapter 74 Radio & TV Broadcasting Certification), Computer Science, Engineering, English, History, Math, Business, Performing Arts, Visual Arts, Science, and World Language



Academic Highlights

- Freshmen Rotation
- Senior Project
- Chapter 74 Certification in Radio & Television Broadcasting
- Computer Science Offerings
- Engineering Offerings
- Visual Arts
- Performing Arts
- World Language/Spanish Dual-Language
- Advanced Placement (AP)
- Virtual High School (VHS)
- Dual Enrollment

Freshmen Grade Quarter Rotation

- All freshmen take four rotation courses during G block
 - Physical Education
 - Health 9
 - Academic Literacy
 - Focus on research, study skills, interpreting academic language and sources
 - Introduction to Capstone
 - Preview to 12th Grade Senior Project
 - Focus on careers, research project ideas, possible internships

Senior Project

- Seniors demonstrate Academic, Social, and Civic Competencies
 - Academic: communication, problem-solving skills, reading for understanding, proficiency in evolving technologies
 - Social: work effectively with others, function independently, self-advocacy and self-respect
 - Civic: become informed and active citizens
- Students complete college-level research, design and deliver a project, and participate in a placement in a field of interest
- Real-world experience, post-high school planning
- Resume development, mock interviews, grant writing, professional communication
- Placements
 - companies, organizations, non-profits, town offices, hospitals and labs
 - local and state placements, national placements, foreign countries

Chapter 74 Radio & TV Broadcasting Certification

COMPLETE ALL OF THESE	COMPLETE 1 OF THESE	COMPLETE 200 HOURS OF THESE (3 Semesters)		
Communications 1	Communications 2	*Radio & TV Broadcasting	Studio Art 1	Communications 1
Accounting I	Communications 3	*Advanced Radio and TV Broadcasting	Studio Art 2	Communications 2
Intro to Marketing	Broadcast Journalism 1	*Accounting II	Studio Art 3	Communications 3
Participation in 1 WAVM taping assignment/month	Broadcast Journalism 2	Java Programming I	*Scriptwriting	Broadcast Journalism 1
Internship, 25 hours		Java Programming II	*Print Journalism	*Broadcast Journalism 2
Senior Project I & II		App Development	*Theatre	Game Development
		Graphic Design	Law and Government	*Documentary Production

Computer Science

- Applications of Computer Science 1 & 2
 - General topics of study include robotics, Python programming, Structure of the Internet, Cyber Security, and Data Representation.
- App & Game Development
 - Block/Text programming with Javascript. Students create apps and games that work on mobile phones.
- Java Programming 1 & 2
 - Introduction to programming using Java, no prerequisite.
- AP Computer Science A
 - Prepares students for the AP Test. College Credit possible. Requires knowledge of Java.
- ****NEW FOR 2021-22: Web Design & Development 1 & 2**
 - Web design basics using Google Sites, then moving into HTML and CSS

Engineering

- Introduction to Engineering Design and Principles of Engineering
- Project-Based Learning and experiential learning
- Problem solving using the Engineering Design Process
- Students build, test, and redesign towers and bridges
- Study the principles of steam engines and patents to create a putt-putt boat

Visual Arts

- Curriculum designed for students to progress through the program
- Students gain more independence and courses becomes smaller and less structured as they move on
 - Studio Art 1: Methods & Materials
 - Studio Art 2: Concepts & Process
 - Studio Art 3: Theory & Analysis
 - Aesthetics Honors
 - Portfolio Honors
 - AP Drawing
- Connections with ArtSpace Maynard and the Umbrella Arts Center in Concord

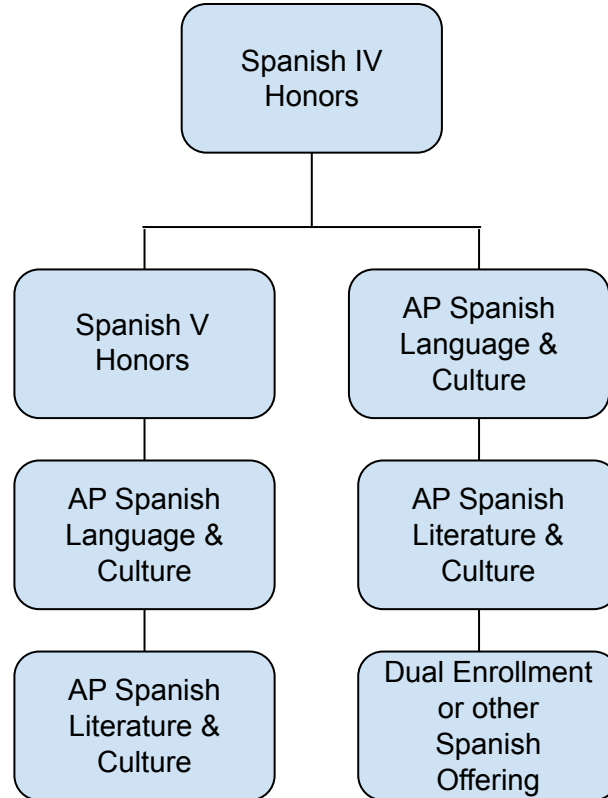
Performing Arts

- Instrumentals
 - Concert Band offered during the day as an elective option
 - Wind Ensemble
 - Jazz Band
- Voice
 - Concert Chorus offered twice a week after school
 - Madrigals (honors chorus)
 - A Capella
- Theory
 - ****NEW for 2021-22: Music Theory**
 - Introduces students to the critical, analytical, and creative skills associated with music theory, including use of proper notation, aural dictation, understanding of meter, rhythm, scales, key signature and melody

World Languages

- French
 - Levels 1-3 offered at College Prep level
 - French 4 and 5 offered at Honors level
- Spanish
 - Levels 1-3 offered at College Prep level
 - Spanish 3-5 offered at Honors level
 - AP Spanish Language & Culture also available
- Massachusetts Seal of Biliteracy
 - 2019: 5 students received
 - 2020: 8 students received
- Global Scholars Program
 - Exchange program with school in Tomares, Spain
- Exchange and Travel
 - Cuba, Quebec, Panama (upcoming in 2022)

Dual-Language Program Grades 9-12



Advanced Placement (AP)

-What is AP?

-13 AP courses are offered at MHS*:

Calculus AB

Drawing

Government & Politics

Spanish Language & Culture

World History: Modern

Computer Science A

Language & Comp.

Physics 1

Statistics

Chemistry

Literature & Comp.

Physics 2

US History

*Additional AP courses are available through VHS

-Sophomores may take one AP course, juniors may take one and petition for two, and seniors may take two and petition for three.

-All students who take AP courses are required to take the AP exam in the spring

-2020: 71% of students scored 3 or above, 2019: 66% of students scored 3 or above

Virtual High School (VHS)



VHS
Learning

- Available for sophomores, juniors, and seniors
 - We have 25 seats/year
- Allows students to take courses not available at MHS
- Available courses are semester or year-long
 - Over 200 unique online courses that will help you discover future college and career paths
 - College Prep & Honors level
 - Advanced Placement® courses that are unavailable at MHS
 - 20-21 SY we have students taking 5 AP courses that we do not offer
 - A diverse catalog of STEM courses (e.g. Oceanography, Meteorology, Pre Veterinary Medicine, Bioethics...)

Dual Enrollment

- Open to 11th and 12th grade students
- Student earn MHS and College Credit taking courses at a local college
- Many colleges have Dual Enrollment Programs
 - Most MHS students take class at Middlesex Community College or MassBay Community College
- Families pay a greatly reduced per credit cost-much cheaper than when enrolled as a college student
 - \$92/credit vs. approx. \$252/credit tuition & fees
- Credits at community colleges are transferable to public universities & colleges in MA and many other schools as well
 - HS students can work toward a degree
 - 20-21 SY we have 6 students enrolled in Dual-enrollment courses
 - 1 student in class of 2021 will earn an associate's degree along with her HS diploma

Questions?

Policies for Review

2/4/20

Up For Vote

1. JJIB - Interscholastic Athletics: replaces #564; reviewed & approved by Brian B.
2. *NEW* JK - Student Conduct: adopted 1/30/20; amended; reviewed & approved by Jeff F.
3. JL Student Welfare: no additional edits

First Reading

4. JJ - Co-Curricular and Extracurricular Activities: replaces #562; MIAA regulations added as a cross reference
5. JLC - Student Health Services and Requirement: replaces #641; reviewed, edited, & approved by nursing staff & Jeff F.
6. JRA - Student Records: replaces #615
7. #211 - Video Surveillance: amend & recodify as ECA-1
8. #645 - Pregnant Students: amend & recodify as JIE

In Progress

9. #607 - Homework
10. EBC-Supplemental
11. IKF - Graduation Requirements
12. JIC - Student Discipline

Maynard Public Schools

JJIB - INTERSCHOLASTIC ATHLETICS

Replaces Maynard School Committee Policy #564

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

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

At the high school level, interscholastic athletic competition will include a variety of sports. Additionally, intramural athletic activities will be offered as an outgrowth of class instruction in physical education.

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

SOURCE: MASC

LEGAL REFS.: M.G.L. [71:47](#); [71:54A](#); [76:5](#)

603 CMR [26.00](#)

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

NOTE: Requirements for insurance coverage and physical examinations might be part of a policy in this category or they could be dealt with under Student Insurance (JHA) and Physical Examinations of Students (JHCA) and cross-referenced from this page. The cross reference on the sample policy above is to a related statement in this manual.

ADOPTED:

Maynard Public Schools

NEW JK - STUDENT CONDUCT

The Massachusetts General Laws require the School Committee to adopt written policies, rules, and regulations not inconsistent with law, which may relate to study, discipline, conduct, safety, and welfare of all students, or any classification thereof, enrolled in the public schools of the District.

The implementation of the general rules of conduct is the responsibility of the Principal and the professional staff of the building. In order to do this, each school staff in the District shall develop specific rules not inconsistent with the law nor in conflict with School Committee policy. These building rules shall be an extension of the District policies by being more specific as they relate to the individual schools, and shall be listed in the respective Student Handbooks.

The purpose of disciplinary action is to restore acceptable behavior. When disciplinary action is necessary, it shall be administered with fairness and shall relate to the individual needs and the individual circumstances.

Students violating any of the policies on student conduct and control will be subject to disciplinary action. The degree, frequency, and circumstances surrounding each incident shall determine the method used in enforcing these policies. Most of the situations which require disciplinary action can be resolved within the confines of the classroom or as they occur by reasonable but firm reprimand, and/or by teacher conferences with the student and/or parents or guardians.

If a situation should arise in which there is no applicable written policy, the staff member shall be expected to exercise reasonable and professional judgment.

SOURCE: MASC

Updated July 2014

LEGAL REF.: M.G.L. [71:37H](#); [71:37H ½](#); [71:37H ¾](#); [71:37L](#); [76:16](#); [76:17](#)

603 CMR [53.00](#)

ADOPTED: 1/30/20

AMENDED:

Maynard Public Schools

JL - STUDENT WELFARE

Replaces Maynard School Committee Policy #637

Supervision of Students

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

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

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

Reporting to Authorities - Suspected Child Abuse or Neglect

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

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

Student Safety

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

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

Safety on the Playground and Playing Field

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

- A periodic inspection of the school's playground and playing fields by the Principal of the school and others as may be deemed appropriate;

- Instruction of students in the proper use of equipment;
- Supervision of both organized and unorganized activity.

Fire Drills and Reporting

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

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

SOURCE: MASC 8/2006

ADOPTED:

JJ - CO-CURRICULAR AND EXTRACURRICULAR ACTIVITIES

Replaces Maynard School Committee Policy #562

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/guardians 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/guardians, and the student. This should be a shared responsibility.
4. Guidance will be offered to encourage the participation of all students in appropriate activities and to prevent over-emphasis on extracurricular activities at the cost of academic performance.
5. All activities will be supervised; all clubs and groups will have a faculty advisor.

Criteria for participation will be set forth in student handbooks as determined by Principals and School Councils. Maynard resident students who attend other schools, in either charter or public schools via “school choice” may not participate in student activities. Students attending other schools may participate in Maynard athletics as part of a Maynard sponsored coop program with the student’s school, provided the student pays the activity fee and meets the behavior, attendance, and academic requirements published for all students, both in the sending school and at Maynard.

SOURCE: MASC

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

603 CMR [26.00](#)

CROSS REF.: MIAA Regulations

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

Maynard Public Schools

JLC - STUDENT HEALTH SERVICES AND REQUIREMENTS

Replaces Maynard School Committee Policy #641

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

The District recognizes that parent/guardian(s) have the primary responsibility for the health of their students. The school will cooperate with appropriate professional organizations associated with maintaining individual and community health and safety.

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

Procedures for Emergency at School

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

Each year parent/guardian(s) shall supply information indicating the name, address, and phone number of a neighbor to be contacted in case the parent/guardian is not available; and any allergies or medical conditions the student might have.

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

- Provision for care beyond First Aid, which would enable care by the family or its physician or the nearest Emergency Medical Services agency. In instances when the EMS is required, every effort shall be made to provide the unit with the student's Emergency Information, including a list of any allergies or medical conditions the student might have;
- Information relative to not permitting the administration of any form of medicine or drugs to students without the written approval of parent/guardian(s). Requests

made by parent/guardian(s) for such administration of medication shall be reviewed and approved by the Principal, School Nurse, or designee;

- Provisions for reporting all accidents, cases of injury, or illness to the Principal. Provisions shall be made (in all cases of injury or illness involving possible legal or public relations implications) for reporting such to the appropriate executive director of education immediately;
- Prompt reporting by teachers to the Principal or designee any accident or serious illness and such reports will be filed with the Business Office.

Student Illness or Injury

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

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

SOURCE: MASC

Updated July 2012

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

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

[EBC](#), Emergency Plans

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

[#641.1](#), School Health Program

[#641.2](#), Dismissal of Students

[#641.3](#), Injuries Requiring Parent Notification

ADOPTED:

Maynard Public Schools

JRA - STUDENT RECORDS

Replaces Maynard School Committee Policy #615

In order to provide students with appropriate instruction and educational services, it is necessary for the school district to maintain extensive and sometimes personal information about them and their families. It is essential that pertinent information in these records be readily available to appropriate school personnel, be accessible to the student's parents or legal guardian and/or the student in accordance with the law, and yet be guarded as confidential information.

The Superintendent will provide for the proper administration of student records in keeping with state and federal requirements, and shall obtain a copy of the state student records regulations. The temporary record of each student will be destroyed no later than seven years after the student transfers, graduates, or withdraws from the School District. Written notice to the eligible student and their parent/guardian of the approximate date of the destruction of the temporary record and their right to receive the information in whole or in part shall be made at the time of such transfer, graduation, or withdrawal. The student's transcript may only be destroyed 60 years following their graduation, transfer, or withdrawal from the school district.

The Committee wishes to make clear that all individual student records of the school district are confidential. This extends to giving out individual addresses and telephone numbers.

LEGAL REFS: Family Educational Rights and Privacy Act of 1974,

P.L. 93-380, Amended

P.L. 103-382, 1994

M.G.L. [66:10 71:34A, B, D, E, H](#)

603 CMR [23.00](#)

SOURCE: MASC February 2019

CROSS REF.: [KDB](#), Public's Right to Know

Maynard Public Schools

ECA-1 VIDEO SURVEILLANCE AND ELECTRONIC MONITORING

Formerly Maynard School Committee Policy #211

Purpose:

The Maynard Public Schools authorizes the use of video surveillance and electronic monitoring equipment at various school sites throughout the District. The video surveillance/electronic monitoring equipment shall be used to protect school property and assets from theft and vandalism, through deterrence and video documentation. The system is not designed nor intended to protect individuals from being victims of violent or property crimes, nor to detect other potentially illegal and undesirable activities that may occur, although information may be used as evidence in such cases.

Deployment:

The Superintendent or his designees are responsible for approving where and when to install and operate fixed-location video surveillance/electronic monitoring equipment in the District. The determination of where and when to use video surveillance/electronic monitoring equipment will be made in a nondiscriminatory manner. Video surveillance/electronic monitoring equipment may be placed in common areas in school buildings (e.g., school hallways, entryways, the front office where students, employees and visitors are permitted to freely come and go, gymnasiums, cafeterias, libraries), the school parking lots and other outside areas, and in school buses. Except in extraordinary circumstances and with the written authorization of the Superintendent, video surveillance/electronic monitoring equipment shall not be used in areas where persons have a reasonable expectation of privacy (e.g., restrooms, locker rooms, changing areas). The Superintendent shall carefully consider and consult with District legal counsel before authorizing placement in, private offices (unless there is express consent given by the office occupant), or conference/meeting rooms, or in individual classrooms during instructional times.

Preservation of Equipment

Any person who takes action to block, move, or alter the location and/or viewing angle of a video camera or who vandalize, damage, disable, or render inoperable surveillance cameras and equipment shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.

Public Notice of Video Policy

Visible and legible signs shall be placed at the main entrances to buildings and in district vehicles, including school buses, to notify students, staff, and visitors that video or digital

cameras may be in use in school buildings and on buses. Parents and students shall also be notified through the student handbook that cameras may be in use in school buildings, on school grounds and in school vehicles. Students and others will be held responsible for any violations of school rules or laws recorded by the cameras. Additionally, the Superintendent is directed to annually notify parents and students via school newsletters and the Student Handbook, and staff of the use of video surveillance/electronic monitoring systems in their schools.

Use, Retention and Access to Video

Any information obtained from video surveillance/electronic monitoring systems may only be used to support the orderly operation of the School District's schools and facilities, and for law enforcement purposes, and not for any other purposes. As such, recordings obtained through the use of video surveillance/electronic monitoring equipment may be used as evidence in any disciplinary proceedings, administrative proceeding or criminal proceeding, subject to Maynard Public Schools policy and regulations. Further, such recordings may become a part of a student's education record or staff member's personnel file.

Ordinarily video surveillance/electronic monitoring equipment will not be used to make an audio recording of conversation occurring on school grounds or property.

The Maynard Public Schools will not use video to obtain information for the purpose of routine staff appraisal/evaluation or monitoring.

Recordings of students will be treated as confidential, to the extent allowed by law. Copies of video recordings containing personally identifiable information about students shall not be released except as required or authorized by law. Parents or guardians of minor students, and students who are eighteen (18) years of age or older, who are charged with disciplinary violations may view relevant portions of any video recording related to the charge, upon written request to the building principal, provided that viewing the recording does not violate State and/or Federal law (i.e., the privacy rights of any other students whose images appear on the recording). Likewise, school personnel may view relevant portions of any video relating to any disciplinary charge against them, upon written request to the building principal, provided that viewing the recording does not violate State and/or Federal law (i.e., the privacy rights of any students whose images appear on the recording). Absent a clear legal obligation, confidential recordings will only be released through subpoena or court order.

The Maynard Public Schools shall maintain video surveillance/electronic monitoring recordings for a limited period. Any request to view a recording under this policy must be made within seven (7) days of the event/incident. Unless an investigation is being conducted, recordings may be destroyed after thirty (30) days. If, however, action is taken by the Maynard Public Schools/administration, as a result of a formal complaint or incident, recordings shall be kept for a minimum of one (1) year from the

date of the action taken. Recordings may also be kept beyond the normal retention period if they are going to be utilized for training purposes.

This policy does not address or cover instances where school officials or other individuals record a specific event (e.g., a play, music performance, athletic competition, graduation, video teleconferencing, Town Meeting or Maynard Public Schools meeting), or an isolated instance where a classroom is videotaped for educational or research purposes. Authorized videotaping surveillance/electronic monitoring equipment for educational, instructional, and/or research purposes is permitted and is not addressed by this policy.

The Superintendent is directed to develop administrative guidelines to address the use of video surveillance/electronic monitoring equipment in school buildings, school buses and on property owned and/or operated by the Maynard Public Schools.

Video surveillance is to be implemented in accordance with this policy and the related guidelines. The Maynard Public Schools will not accept or tolerate the improper use of video surveillance/electronic monitoring equipment and will take appropriate action in any cases of wrongful use of this policy.

Amended and Recodified:

Adopted: 05/29/14

Legal References: FERPA, 20 U.S.C. 1232g

Cross Reference: 34 C.F.R. 99.1-99.67

Title I of the Electronic Communication Privacy Act of 1986
18 U.S.C. 2510-2521

Maynard Public Schools

JIE - PREGNANT STUDENTS

#645 Amended and Recodified

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

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

The school district 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)

Amended & Recodified:

Previous Versions: 5/15, 1/12, 12/06