



PLAINVILLE PUBLIC SCHOOLS

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02762

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Superintendent of Schools

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Date: April 9, 2018

To: School Committee Members

From:  David P. Raiche, Superintendent

Re: Continuation of policies in section J through section K with minor revisions or to adopt MASC's policy (Vote Required)

MASC's Policy Newsletter informed us that they spent considerable time reviewing and updating the MASC Policy Reference Manual. **I recommend that you take the following action:**

- File JCA, Assignment of Students to Schools

Combine current policy and MASC's recommended policy

- File JEB, Entrance age and
- File JFBB, School Choice
- File JHD, Exclusions and Exemptions from School Attendance

Adopt MASC's policy-includes updated language and/or law changes

- File JICH, Alcohol, Tobacco, and Drug Use by Students Prohibited

Adopt MASC's policy/this will replace Plainville's JICG policy

- File JII, Student Complaints and Grievances
- File JJE, Student Fundraising Activities

Keep current Plainville policy

- File JJH-R, Student Travel Regulations

Do not see the need to add this policy

- File JLCB, Inoculations of Students

Adopt MASC's policy-includes updated language

- File JQ, Student Fees, Fines, and Charges

Adopt MASC's policy-includes updated language

- File KBBA, Non-Custodial Parents' Rights

Adopt MASC's policy-updated language (also remove KBBA-E and KBBA-R from Plainville policy manual but keep on file in each school for use as needed)

- File KBE, Relations with Parent/Booster Organizations

Combine current Plainville policy with MASC's policy

- File KCD, Public Gifts to the Schools

Keep current Plainville policy

- File KDB, Public's Right to Know
- File KDD, News Media Relations/News Releases
- File KE, Public Complaints
- File KHB, Advertising in the Schools
- File LDA, Student Teaching and Internships

Adopt MASC's policy-includes updated language

- File KEB, Public Complaints About School Personnel
- File KEB-R, Public Complaints About School Personnel and
- File KEC, Public Complaints About the Curriculum or Instructional Materials

Rescind since topic is covered in File KE, Public Complaints

File: JCA - ASSIGNMENT OF STUDENTS TO SCHOOLS

Generally, students will be required to attend school in the attendance area in which they reside, unless the Superintendent has granted special permission.

Special permission may be granted for the following reasons:

1. If the change involves a hardship case, or if there are medical considerations.
2. If the change appears to be in the interests of the child, of the schools, and for disciplinary and administrative reasons.
3. If the legal residence of a child changes from one attendance area to another during the school year and the parents wish the child to remain in his former school; permission will not extend beyond the current school year.
4. To permit secondary school students to take courses not offered in their assigned schools.

School bus transportation will not be provided for students attending schools outside their attendance area unless they can be accommodated on existing bus routes and schedules, or a hardship is involved; or unless specific permission is granted by the School Committee.

SOURCE: MASC October 2016

LEGAL REFS.: M.G.L. [71:37C](#); [71:37D](#); [71:37I](#); [71:37J](#)

603 CMR [17.00](#)

603 CMR [26.00](#)

CROSS REF.: [JC](#), Attendance Areas

NOTE: The cross reference is to a related category in the NEPN classification system.

CLASS ASSIGNMENTS OF STUDENTS

Class assignments for the upcoming school year will be provided to current students and parents/guardians by the end of the school year.

Revised: April 13, 2010

File: JEB - ENTRANCE AGE

In an attempt to permit children to enter school at the time most appropriate for them individually, the School Committee establishes the following policy on entrance age:

1. Children who will be five years of age prior to the first day of the school year during which they wish to enroll will be eligible to enter kindergarten for that school year.

The admission of children whose birthdays fall after the first day of school will be solely at the school's discretion.

2. Initial admission of children to the first grade (or other grades) will involve a consideration of both chronological age and the readiness of the children to do the work of those grades.

SOURCE: MASC October 2016

LEGAL REFS.: M.G.L. [15:1G](#)

603 CMR [8.00](#)

ENTRANCE AGE

In an attempt to permit children to enter kindergarten and first grade at the time most appropriate for them individually, the School Committee establishes the following policy on entrance age:

1. Children who will be five years of age before September 1 of the school year during which they wish to enroll will be eligible to enter kindergarten.
2. All students must have reached six (6) years of age before September 1 of the school year during which they wish to enroll in Grade One. Exceptions may be made by the Superintendent for new students who have successfully completed kindergarten in another public school district or an accredited kindergarten program.; i.e. N.A.E.Y.C (National Association for the Education of Young Children).

LEGAL REFS.: M.G.L. 15:1G
Board of Education Regulations for Entrance to First Grade and Kindergarten,
adopted 7/20/71

File: JFBB - SCHOOL CHOICE

It is the policy of this School District to admit non-resident students under the terms and conditions of the Interdistrict School Choice Law and under the following local conditions:

1. That by May 1 of every school year, the administration will determine the number of spaces in each school available to choice students.
2. That by June 1 of every school year, if consideration is being given to withdraw from the provisions of the choice law, a public meeting will be held to review this decision.
3. That resident students be given priority placement in any classes or programs within the District.
4. That the selection of non-resident students for admission be in the form of a random drawing when the number of requests exceeds the number of available spaces. There will be two drawings for this purpose. The first will take place during the last week of the current school year but no later than July 1st. The second will be conducted during the week immediately preceding the opening of the next school year and will be based on the possibility of unexpected additional openings.
5. Any student who is accepted for admission under the provisions of this policy is entitled to remain in the District until graduation from high school except if there is a lack of funding of the program.
6. The School Committee affirms its position that it shall not discriminate in the admission of any child on the basis of race, color, religion, national origin, sex, gender identity, age, homelessness, sexual orientation, ancestry, athletic performance, physical handicap, special need, academic performance or proficiency in the English language.

SOURCE: MASC October 2016

LEGAL REFS.: M.G.L. [71:6](#); [71:6A](#); [76:6](#); [76:12](#); [76:12B](#)

BESE Regulations 603 CMR [26:00](#)

SCHOOL CHOICE

It is the policy of this school district not to admit non-resident students under the terms and conditions of the Interdistrict School Choice Law (M.G.L. 76:12B). In the event the Plainville School Committee decides to participate, the following local conditions may apply:

1. That by May 1 of every school year, the administration will determine the number of spaces in each school available to choice students.
2. That by June 1 of every school year, if consideration is being given to withdraw from the provisions of the choice law, a public meeting will be held to review this decision.
3. That resident students be given priority placement in any classes or programs within the district.
4. That the selection of non-resident students for admission when the number of requests exceed the number of available spaces be in the form of a random drawing. There will be two drawings for this purpose. The first will take place during the last week of the current school year but no later than July 1st. The second will be conducted during the week immediately preceding the opening of the next school year and will be based on the possibility of unexpected additional openings.
5. Any student who is accepted for admission under the provisions of this policy is entitled to remain in the district until graduation from high school except if there is a lack of funding of the program.
6. The School Committee affirms its position that it shall not discriminate in the admission of any child on the basis of race, color, religious creed, national origin, sex, gender identity, age, sexual orientation, ancestry, athletic performance, physical handicap, special need, academic performance or proficiency in the English language.

LEGAL REFS.: M.G.L. 71:6; 71:6A; 76:6; 76:12; 76:12B
BESE Regulations 603CMR 26.))

Revised: September 11, 2012

File: JHD - 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;

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 October 2016

LEGAL REFS.: M.G.L. [71:37H](#); [76:12](#); [76:12A](#); [76:12B](#)

603 CMR [26:00](#)

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 after September 1, 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.

LEGAL REFS.: M.G.L. 71:§37H ½; 71:§37H ¾; Chapter 76 §12A;
Chapter 76 §12B; 603 CM 26:00

Revised: September 9, 2014

File: JICH - ALCOHOL, TOBACCO, AND DRUG USE BY STUDENTS PROHIBITED

A student shall not, regardless of the quantity, use or consume, possess, buy or sell, or give away any beverage containing alcohol; any tobacco product, including vapor/E-cigarettes; marijuana; steroids; or any controlled substance. The School Committee prohibits the use or consumption by students of alcohol, tobacco products, or drugs on school property, at any school function, or at any school sponsored event.

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

The school district shall utilize, in accordance with law, a verbal screening tool approved by the Department of Elementary and Secondary Education to screen students for substance abuse disorders. The tool shall be administered by trained staff on an annual basis at grades 7 and 9.

Parents/guardians shall be notified prior to the opening of school each year. Parents/guardians shall have the right to opt out of the screening by written notice prior to or during the screening.

All statements made by a student during a screening are confidential and shall not be disclosed except in the event of immediate medical emergency or in accordance with law. De-identified results shall be reported to the Department of Public Health within 90 days of the completion of the screening process.

This policy shall be posted on the district's website and notice shall be provided to all students and parents of this policy in accordance with state law. Additionally, the district shall file a copy of this policy with DESE in accordance with law in a manner requested by DESE.

SOURCE: MASC February 2018

LEGAL REFS.: M.G.L. [71:2A](#); [71:96](#); [71:97](#); [272:40A](#)

CROSS REFS.: [IHAMB](#), Teaching About Drugs, Alcohol, and Tobacco

[GBEC](#), Drug Free Workplace Policy

TOBACCO USE

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.

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

File: JII - 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. Every attempt will be made to seek a satisfactory solution to any concerns in a friendly and informal manner.

Students--and their parents and/or guardians, who believe that a student has received unfair treatment may bring forward their grievance through the appropriate channels. Appeals of 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.

SOURCE: MASC October 2016

CROSS REF: [JIC](#) Student Discipline

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 and on to the School Committee if applicable.

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

SOURCE: MASC

CROSS REF: JIC Student Discipline

Revised: November 12, 2014

File: JJE - STUDENT FUND-RAISING ACTIVITIES

While the School Committee recognizes that fundraising activities have become a part of the school environment at all levels, the Committee wishes to ensure that students are not exploited by the process.

The Committee supports student involvement in the sale of tickets to scheduled athletic events, school dramatic and musical performances, and other school events where sales are required. Also, student publications which require the sale of advertising to sustain themselves and serve the student body and/or the community may involve students in such sales.

Charitable fundraising activities, especially those that are part of a community service event or program are encouraged provided such proposals are submitted to and approved by both the building Principal and the Superintendent.

Other fundraising activities that wish to involve students in the fundraising process shall be submitted to the Superintendent for approval.

For safety reasons and because the School Committee recognizes that community members receive requests for support from many worthy causes, activities such as canning and door-to-door sales are strongly discouraged.

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

SOURCE: MASC October 2016

CROSS REFS.: [JP](#), Student Gifts and Solicitations

[KHA](#), Public Solicitations in the Schools

STUDENT FUND-RAISING ACTIVITIES

Soliciting, Selling and Collecting

No funds shall be collected from school children and no sales or collections shall be conducted through the school unless authorized by the Plainville School Committee.

Revised: November 12, 2014

File: JJH-R - STUDENT TRAVEL REGULATIONS

1. Transportation

The use of vans or private automobiles for trips planned to include late night or overnight student travel is prohibited. Late night or overnight trips will use commercial motor coaches.

Trips planned to include late night or overnight student travel will include a pre-trip check of companies, drivers, and vehicles. CORI and/or background checks will be conducted in accordance with Massachusetts General Laws and School Committee Policy.

The Superintendent or designee will ensure that the selected carrier is licensed for passenger transportation by the Federal Motor Carrier Safety Administration (FMCSA). The district will not contract with any carrier that has a safety rating of "conditional" or "unsatisfactory". FMCSA ratings are available at <http://www.saferysys.org/>.

The contract with the carrier will prohibit the use of subcontractors unless sufficient notice is given to the district that allows verification of the subcontractor's qualifications.

2. Trip Scheduling

Overnight accommodations should be made in advance with student safety and security in mind. Whenever possible, trip schedulers should avoid planning student travel between the hours of midnight and 6:00 a.m., due to the increased risk of vehicular accidents during this time period.

Whenever possible, overnight trips should be scheduled on weekends or during school vacations to minimize lost classroom time. Non-academic field trips are considered "optional school programs" and do not count toward meeting structured learning time requirements. (Refer to the Massachusetts Dept. of Elementary and Secondary Education publication Student Learning Time Regulations Guide)

Trip itineraries must leave enough time for drivers to rest in conformity with federal hour-of-service requirements and common sense.

Trip scheduling should take into account the likelihood of delays due to weather, traffic, stragglers, and other unanticipated factors.

If substantially all members of a class are participating in a trip, the school should provide appropriate substitute activities for any students not participating.

3. Fundraising

The amount of time to be devoted to fundraising should be reasonable and commensurate with students' obligations for homework, after-school activities, and jobs.

Group fundraising activities are preferred. Students should not be assigned individual fundraising targets.

If students are charged individual fees for participation, every effort should be made to provide scholarships where needed.

Additional Resources

Federal Motor Carrier Safety Administration (FMCSA)

<http://www.fmcsa.gov>

United Motorcoach Association - Student Motorcoach Travel Safety Guide (includes "Motorcoach Safety Checklist")

<http://www.uma.org/consumerhelp/studentguide.asp>

Department of Defense's approved list of motor carriers

<http://www.mtmc.army.mil/content/504/approvedlist.pdf>

SOURCE: MASC October 2016

CROSS REFS.: [UOA](#), Field Trips

[ADDA](#), Background Checks

LEGAL REFS.: M.G.L. [69:1B](#); [71:37N](#); [71:38R](#)

603 CMR [27.00](#)

File: JLCB - INOCULATIONS OF STUDENTS

Students entering school for the first time, whether at kindergarten or through transfer from another school system, will be required to present a physician's certificate attesting to immunization against communicable diseases as may be specified from time to time by the Department of Public Health. The only exception to these requirements will be made on receipt of a written statement from a doctor that immunization would not be in the best interests of the child, or by the student's parent or guardian stating that vaccination or immunization is contrary to the religious beliefs of the student or parent.

SOURCE: MASC October 2016

LEGAL REF.: M.G.L. [76:15](#)

CROSS REF.: [JF](#), School Admissions

INOCULATIONS OF STUDENTS

Students entering school for the first time, whether at kindergarten or through transfer from another school system, will be required to present a physician's certificate attesting to immunization against diphtheria, whooping cough, poliomyelitis, tetanus, measles, and such other communicable diseases as may be specified from time to time by the Department of Public Health. The only exception to these requirements will be made on receipt of a written statement from a doctor that immunization would not be in the best interests of the child; or, the student's parent or guardian stating that vaccination or immunization is contrary to the religious beliefs of the student or parent.

Established by law

LEGAL REF.: M.G.L. 76:15

File: JQ - STUDENT FEES, FINES, AND CHARGES

The School Committee recognizes the need for student fees to fund certain school activities. It also recognizes that some students may not be able to pay these fees. While no student will be denied access due to an inability to pay fees, all students will be required to remit charges and fines.

A school may exact a fee or charge only upon Committee approval. The schools, however, may:

Charge students enrolled in certain courses for the cost of materials used in projects that will become the property of the student.

Charge for lost and damaged books, materials, supplies, and equipment.

Students who are indigent are exempt from paying fees. However, indigent students are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

All student fees and charges, both optional and required, will be listed and described annually in each school's student handbook or in some other written form and distributed to each student. The notice will advise students that fees are to be paid and of the penalties for their failure to pay them. Permissible penalties include the denial of participation in extra class activities and graduation exercises and activities while the student is enrolled in this District.

Any fee or charge due to any school in the District and not paid at the end of the school year will be carried forward to the next succeeding school year, as such debts are considered to be debts of the student to the District and not to a particular school.

SOURCE: MASC October 2016

STUDENT FEES, FINES, AND CHARGES

The School Committee recognizes the need for student fees to fund certain school activities. It also recognizes that some students may not be able to pay these fees. No student will be denied access into any program because of inability to pay these supplementary charges.

A school may exact a fee or charge only upon School Committee approval. The schools, however, may:

- Charge students enrolled in certain courses for the cost of materials used in projects that will become the property of the student.
- Charge for lost and damaged books, materials, supplies, and equipment.

Students who are indigent are exempt from paying fees. However, indigent students are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

All student fees and charges, both optional and required, will be listed and described annually in each school's student handbook or in some other written form and distributed to each student. The notice will advise students that fees are to be paid and of the penalties for their failure to pay them. Permissible penalties include the withholding of report cards until payment is made or denial of participation in extra class activities while the student is enrolled in this District.

Any fee or charge due to any school in the District and not paid at the end of the school year will be carried forward to the next succeeding school year, as such debts are considered to be debts of the student to the District and not to a particular school.

File: KBBA - NON-CUSTODIAL PARENTS' RIGHTS

As required by Massachusetts General Law, a non-custodial parent may have access to the student record in accordance with law and Dept. of Elementary and Secondary Education Regulations. The school district will follow the law and the regulations developed by the Massachusetts Dept. of Elementary and Secondary Education to standardize the process by which public schools provide student records to parents who do not have physical custody of their children ("non-custodial parents").

As required by law, a non-custodial parent may have access to the student record in accordance with the following provisions.

- (a) A non-custodial parent is eligible to obtain access to the student record unless the school or district has been given documentation that:
 - 1. The parent has been denied legal custody or has been ordered to supervised visitation, based on a threat to the safety of the student and the threat is specifically noted in the order pertaining to custody or supervised visitation, or
 - 2. The parent has been denied visitation, or
 - 3. The parent's access to the student has been restricted by a temporary or permanent protective order, unless the protective order (or any subsequent order modifying the protective order) specifically allows access to the information contained in the student record, or
 - 4. There is an order of a probate and family court judge which prohibits the distribution of student records to the parent.
- (b) The school shall place in the student's record documents indicating that a non-custodial parent's access to the student's record is limited or restricted pursuant to regulation.
- (c) In order to obtain access, the non-custodial parent must submit a written request for the student record to the school principal.
- (d) Upon receipt of the request the school must immediately notify the custodial parent by certified and first class mail, in English and the primary language of the custodial parent, that it will provide the non-custodial parent with access after 21 days, unless the custodial parent provides the principal with documentation that the non-custodial parent is not eligible to obtain access as set forth in regulation.
- (e) The school must delete all electronic and postal address and telephone number information relating to either work or home locations of the custodial parent from student records provided to non-custodial parents. In addition, such records must be marked to indicate that they shall not be used to enroll the student in another school.
- (f) Upon receipt of a court order which prohibits the distribution of information pursuant to law, the school shall notify the non-custodial parent that it shall cease to provide access to the student record to the non-custodial parent.

LEGAL REF.: M.G.L. [71:34D](#); [71:34H](#)

NON-CUSTODIAN PARENTS RIGHTS

As required by Massachusetts General Law Chapter 71, Section 34H, a non-custodial parent may have access to the student record in accordance with law and Department of Elementary and Secondary Education Regulations. The school district will follow the law and the regulations developed by the Massachusetts Department of Elementary and Secondary Education to standardize the process by which public schools provide student records to parents who do not have physical custody of their children ("non-custodial parents").

As required by M.G.L. c. 71, § 34H, a non-custodial parent may have access to the student record in accordance with the following provisions

(a) A non-custodial parent is eligible to obtain access to the student record unless:

1. The parent has been denied legal custody based on a threat to the safety of the student or to the custodial parent, or
2. The parent has been denied visitation or has been ordered to supervised visitation, or
3. The parent's access to the student or to the custodial parent has been restricted by a temporary or permanent protective order, unless the protective order (or any subsequent order modifying the protective order) specifically allows access to the information contained in the student record.

(b) The school shall place in the student's record documents indicating that a non-custodial parent's access to the student's record is limited or restricted pursuant to 603 CMR 23.07(5)(a).

(c) In order to obtain access, the non-custodial parent must submit a written request for the student record to the school principal.

(d) Upon receipt of the request the school must immediately notify the custodial parent by certified and first class mail, in English and the primary language of the custodial parent, that it will provide the non-custodial parent with access after 21 days, unless the custodial parent provides the principal with documentation that the non-custodial parent is not eligible to obtain access as set forth in 603 CMR 23.07 (5)(a).

(e) The school must delete the electronic and postal address and telephone number of the student and custodial parent from student records provided to non-custodial parents. In addition, such records must be marked to indicate that they shall not be used to enroll the student in another school.

f) Upon receipt of a court order which prohibits the distribution of information pursuant to G.L. c. 71, §34H, the school shall notify the non-custodial parent that it shall cease to provide access to the student record to the non-custodial parent

SOURCE: MASC 2006

Updated: May 2006

LEGALREF.: M.G.L. 71:34D; 71:34F; 71:34H

603 CMR 23.07 (5) Access Procedures for Non-Custodial Parents

Revised: May 11, 2010

**SAMPLE NOTICE TO THE CUSTODIAL PARENT
WHEN NON-CUSTODIAL PARENT HAS REQUESTED STUDENT RECORDS
PER GENERAL LAWS CHAPTER 71, SECTION 34H**

NOTE: The statute requires schools to send notice to the custodial parent by certified mail and by first class mail, in both the primary language of the custodial parent and in English.

(Date)

(Name and address of custodial parent) **By certified and first class mail**

Dear (Name of custodial parent):

Pursuant to Massachusetts General Laws Chapter 71, Section 34H, a law regarding student records access for non-custodial parents, (insert name of non-custodial parent) has requested the student records of (insert name of child). This request was made on (insert date of non-custodial parent's request).

In compliance with Section 34H (c) and (d), I am providing you with written notice of this request.

The law requires the school to provide the non-custodial parent with the student record information after 21 days, unless before that date you provide me with a copy of either of the following documents.

- 1) A court order that prohibits the non-custodial parent from having contact with your child; or
- 2) A court order that prohibits the non-custodial parent from getting access to the student records; or
- 3) A temporary or permanent order issued to provide protection to you or to any child in your custody from abuse by the requesting parent, unless the protective order (or any subsequent order modifying the protective order) specifically allows access to your child's student records.

Please contact my office if you have any questions. Thank you very much.

Sincerely,

(School Principal or Designee)

Adopted: April 29, 2003

**SAMPLE AFFIDAVIT FOR NON-CUSTODIAL PARENT REQUESTING STUDENT
RECORDS PER GENERAL LAWS CHAPTER 71, SECTION 34H**

I, (Name of non-custodial parent), on oath depose and state as follows:

1. I am the parent of (Name of student).
2. Attached is a certified copy of the court judgment or order relative to the custody of my child, which meets the standards of General Laws Chapter 71; Section 34H.

OR

3. Attached is a certified copy of an order by a probate and family court judge specifically ordering that my child's student records be made available to me, according to the standards of General Laws Chapter 71; Section 34H.
4. I certify that the judgment or order remains in effect and that there is currently no temporary or permanent protective order restricting my access to (Name of student), the custodial parent or to any child in the custodial parent's custody.

Signed under the pains and penalties of perjury this _____ day of (Month), (Year).

Parent's signature

Adopted: April 29, 2003

File: KBE - RELATIONS WITH PARENT/BOOSTER ORGANIZATIONS

To foster relationships with parents that encourage the home and school to work together to establish and achieve common educational goals for students, the Superintendent and the professional staff will:

1. Consult with and encourage parents to share in school planning and in setting objectives and evaluating programs.
2. Help parents understand the educational process and their role in promoting it.
3. Provide for parent understanding of school operations.
4. Provide opportunities for parents to be informed of their child's development and the criteria for its measurement.

To accomplish the above and to enhance communications between parents and school officials, the Committee encourages the maintenance of formal parent organizations, including booster organizations, at each school building. For this purpose the Committee will officially recognize parent organizations. These procedures will be observed:

1. Organizations will be officially recognized upon request by the building Principal who will file a copy of the organizational papers with the Superintendent.
2. A vote, open to all parents of children enrolled, will designate the organization to be recognized if more than one organization with the same purpose makes the request.
3. All parent organizations shall obtain 501C3 status and file appropriate paperwork with state authorities and make proof of such status available to school district administration.
4. All parent organizations need to recognize that spending on student activities must comply with federal law relating to equity among student genders.

LEGAL REFS: Title IX, Education Amendments of 1972

CROSS REFS: [ACA](#) - Nondiscrimination on the Basis of Sex

SOURCE: MASC October 2016

RELATIONS WITH PARENT ORGANIZATIONS

Parent-Teacher Organization

The P.T.O. meets approximately once a month, as needed, with the time and date determined by their Executive Board. Any person interested in becoming a member of this organization, which has been formed to assist the Plainville Public Schools in providing a challenging and rigorous educational program, is encouraged to join. The amount of dues to be paid shall be set by a vote of the membership at the annual meeting of the general membership.

Special Education Parent Advisory Council

In accordance with M.G.L. 71:B3 the Plainville School Committee has established a parent advisory council on special education. The parent advisory council shall advise the school committee on matters that pertain to the education and safety of children with disabilities as well as participate in the planning, development and evaluation of the district's special education program.

LEGAL REF.: M.G.L. 71:B3

File: 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 school system. Any gift of cash, whether or not intended by the donor for a specific purpose, will be accepted by vote of the School Committee, 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.

SOURCE: MASC October 2016

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

PUBLIC GIFTS TO THE SCHOOLS

A. Introduction

The Plainville School Committee recognizes and appreciates the benefits to the school of donations of time, talent, and money in support of the educational goals of the Plainville School District. Many school support organizations provide valuable resources to the school system. The Committee believes that public education is a common good that should be adequately supported by federal, state, and local governments. School-age children in Plainville are entitled to a free and appropriate education under applicable law. In general, private donations should not be used to pay for core curriculum or other programs that fall within the obligations of the district.

The School Committee may accept donations to assist the District in furtherance of its educational goals and in accordance with applicable laws. Donations subject to this policy include all monetary gifts, donations, grants, or bequests, and all donations of equipment, materials, or other donations in kind.

B. Ownership of Donations

Any donations to the District, whether in cash or in kind, that are accepted in accordance with this Policy, automatically become the property of the District.

All proposals to the School Committee for donations from staff and the general public require administrative approval prior to being presented. District employees, applying for grants and/or seeking donations or outside funding for educational services, professional development, and/or materials, must receive prior approval from the Superintendent before submitting applications for funding. Donations may not be spent or used in the school unless and until they have been accepted on behalf of the District by a vote of the School Committee, subject to the exceptions stated below. Donations that are accepted by the School Committee will ordinarily be accepted without condition or restriction, unless the School Committee approves a proposed condition or restriction as being in the interest of the District. All donations accepted by the School Committee will become the property of the District to be used as the School Committee deems appropriate and are subject to the same controls and laws that govern the use and disposal of other school-owned property. Monetary donations will be placed in a separate account as needed and in compliance with applicable laws. Donations of capital in excess of the greater of \$35,000 or the applicable statutory threshold at the time of the proposal will require an analysis as to whether compliance with applicable public bidding and/or purchasing laws is required. The District will comply with all such laws where applicable, including the conduct of any required processes to request proposals in advance of final approval.

Approved support organizations and recognized 501(d)3 registered charitable organizations may make donations of capital equipment to the District. All organizations agree that capital equipment will only be purchased with the prior notification to the Superintendent and approval of the School Committee upon the recommendation of relevant personnel. The preferred method for the acquisition of such capital equipment is for organizations to donate the funds to the district for purchase of such items. The District will then follow the appropriate purchasing laws, regulations and procedures in procuring the equipment. If approved and if equipment is acquired by the organization and donated directly, such

equipment shall become the property of the District. The District will not accept any donations to avoid applicable public bidding, purchasing and/or construction requirement laws.

C. School Committee Approval

Donations may not be spent or used in the District unless they have been accepted by a vote of the School Committee, except in the following circumstances when District personnel are authorized to accept donations on behalf of the School Committee:

1. The Superintendent is authorized to accept grants on behalf of the Committee from the federal, state, county, or local governmental agencies, private foundations, corporations, or private organization when the District or a staff member has applied for the grant with the prior approval of the Superintendent.
2. In-kind contributions may be accepted by the District only upon the advance approval of the School Committee. In determining whether to grant such approval, the School Committee will consider such factors as it deems relevant, including any safety considerations and any costs of installing or maintaining the property and its usefulness to the educational program. The School Committee may condition its acceptance of a contribution in kind on the agreement of the donor to bear the costs of installing or maintaining the property to be offered in kind, or may condition its acceptance upon any other condition that the School Committee determines to impose.
3. Donations of time and personal services by parents and other Plainville residents shall not be subject to this policy. This exemption shall apply to individual volunteerism only and shall not extend to donations of services by employees and agents of businesses or commercial entities, which shall be treated the same as donations of money or other contributions of economic value under this policy.

Donations of cash may be accepted for the purpose(s) specified by the donor, upon approval by the School Committee. Donations in-kind that are subject to conditions or restrictions imposed by the donor will not be accepted by the School Committee or the Superintendent or any other District official, as the case may be. However, the School Committee will consider donor requests for the use and assignment of donated property before accepting contributions in kind.

D. Conditions for Acceptance of Donations or Fundraising Proceeds

The School Committee reserves the right to reject any donation or proceeds from fundraising if it finds that the donation would not serve the interests of the District. The School Committee will normally accept only those gifts that benefit the District as a whole or all the same classes in a subject or grade level within the school (e.g., those that strengthen the scope and sequence of the curriculum or the many co-curricular and support programs), subject to the limited exceptions listed below. The School Committee will consider the overall interests of the District in reviewing each circumstance, but generally will not accept donations or proceeds from fundraising under the following circumstances:

1. The targeted purpose is incompatible with existing or planned curriculum, programs, or educational goals of the District.

2. The donation or fundraised proceeds would result in an unreasonable inequity among classes or groups of students within the District that are protected by applicable anti-discrimination laws (e.g., gender, race, religion, sexual orientation or disability).
3. The donation or purpose for fundraising would constitute an operating expense and result in a recurring cost to the District such as the salary or benefits for a staff position, or ongoing maintenance or support of equipment or materials, or would create a cost to the District to terminate or eliminate the staff, equipment or materials (e.g., unemployment). Funding for ongoing maintenance must accompany any donation of capital or capital purchased through fundraising.
4. The donation or purpose for fundraising may require special supplies, maintenance, or installation, or entail other significant costs not covered by the donation or funds raised.
5. The donation or purpose for fundraising would involve unreasonable advertising or promotion of a commercial interest.
6. The donation or purpose for fundraising would support a program that has been discontinued or any program, equipment or materials, or a capital item that was proposed but not funded through the District's budget.

The Committee recognizes that any policy statement on this topic will not be comprehensive in its resolution of all questions and situations. The Committee expects, from time to time, to render specific decisions, including policy exceptions, when it deems circumstances so warrant. Moreover, the committee may amend this Policy from time to time at its sole discretion.

Reference: Mass. Gen. Laws ch71.section 37A; Mass Gen. Laws ch.44. section 53A, as amended

Approved: May 23, 2017

File: KDB - PUBLIC'S RIGHT TO KNOW

The School Committee is a public servant, and its meetings and records will be a matter of public information except as such meetings and records pertain to individual personnel and other classified matters.

The School Committee supports the right of the people to know about the programs and services of their schools and will make every effort to disseminate information. All requests for information will be acted on fairly, completely and expeditiously.

All commonly available public record documents of the School District shall be posted on the district's website. The length of time such records shall remain posted on the district website shall be in accordance with the Municipal Record Retention Manual. In addition, the official minutes of the Committee, its written policies and regulations, and its financial records will be open for inspection at the office of the Superintendent by any citizen desiring to examine them during hours when the office is open. No records pertaining to individual students or staff members will be released for inspection by the public or any unauthorized persons by the Superintendent or other persons responsible for the custody of confidential files. The exception to this will be information about an individual employee (or student) that has been authorized in writing for release by the employee (or student, or student's parent).

Each building administrator is authorized to use all means available to keep parents and others in the particular school's community informed about the school's program and activities.

SOURCE: MASC October 2016

LEGAL REFS.: M.G.L. [4:7](#); [66:10](#); [30A:18-25](#)

CROSS REFS.: [BEDG](#), Minutes

[GBJ](#), Personnel Records

[JRA](#), Student Records

NOTE: The cross references are to related categories in this manual.

PUBLIC'S RIGHT TO KNOW

The School Committee is an elected body and its meetings and records are a matter of public record as provided by law.

The School Committee supports the right of the people to know about the programs and services of their schools and will make every effort to disseminate information. All requests for information will be acted on in accordance with the provisions of the open meeting laws.

The official minutes of the Committee, its written policies and regulations, and its financial records will be open for inspection at the office of the Superintendent by any citizen desiring to examine them during hours when the office is open. No records pertaining to individual students or staff members will be released for inspection by the public or any unauthorized persons by the Superintendent or other persons responsible for the custody of confidential files. The exception to this will be information about an individual employee (or student) that has been authorized in writing for release by the employee (or student, or student's parent).

Each building administrator is authorized to use all means available to keep parents and others in the particular school's community informed about the school's program and activities.

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

CROSS REFS.: BDDG, Minutes
GBL, Personnel Records
JO, Student Records

File: 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 challenges, programs, planning, and activities of the school system.

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 problems.

In order that school system 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 spokesman for the Committee, except as this duty is delegated to the Superintendent.
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.
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. All statements made to the press by other staff members of the particular school must be cleared with the Principal.

While it is impossible to know how news releases will be treated by the press, 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 school system.

SOURCE: MASC October 2016

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, problems, planning, and activities of the 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 problems.

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2. News releases that are of a district-wide or a sensitive nature or pertain to established Committee policy are the responsibility of the Superintendent.
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. All statements made to the press by other staff members of the particular school must be cleared with the Principal.

While it is impossible to know how news releases will be treated by the press, 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 school district.

CROSS REF.: BDB, School Committee Officers

File: KE - PUBLIC COMPLAINTS

Although no member of the community will be denied the right to bring their complaints to the Committee, they 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 or learning materials will be as follows:

1. Teacher
2. School building administrator
3. Superintendent
4. 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.

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

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

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

SOURCE: MASC October 2016

LEGAL REFS.: MG.L. [76:5](#)

603 CMR [26.00](#)

PUBLIC COMPLAINTS

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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 or learning materials will be as follows:

1. Teacher
2. Principal or other immediate supervisor
3. Superintendent
4. 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 action desired.

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

File: KHB - ADVERTISING IN THE SCHOOLS

The School Committee may grant permission for advertising of commercial products or services in school buildings or on school property under guidelines or regulations it may approve. Otherwise, no advertising of commercial products or services will be permitted in school buildings or on school property. Publications of the school system will not contain any advertising. However, this will not prevent advertising in student publications that are published by student organizations, subject to administration 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 school system to promote any product will not be permitted by the Committee.

SOURCE: MASC October 2016

CROSS REF.: [JP](#), Student Gifts and Solicitations

[KHA](#), Public Solicitations in the Schools

ADVERTISING IN THE SCHOOLS

Commercial Organizations - Advertising & Promotion. Materials of an advertising nature are not allowed to be distributed in the Plainville Public Schools.

The school staff is permitted to use commercial calendars if they desire, and if they are in good taste.

CROSS REF.: JP, Student Gifts and Solicitations
 KHA, Public Solicitations In the Schools

File: LDA - STUDENT TEACHING AND INTERNSHIPS

The Committee encourages the administration to cooperate with teacher-training institutions in the placement of student teachers in the school system. All initial arrangements with the colleges and universities will be subject to Committee approval.

The Committee authorizes the administration to honor the reasonable rules and training guidelines of the sending institution.

In all arrangements made with colleges and universities, the school system will be given the privilege of interviewing and accepting or rejecting individual candidates for student teaching and internships.

The school administration will ensure there are procedures for evaluating the performance of student teachers that meet requirements of the sending institution and fit with the Committee's policies.

SOURCE: MASC October 2016

2016

STUDENT TEACHING AND INTERNSHIPS

The Committee encourages the administration to cooperate with teacher training institutions in the placement of student teachers in the school district. All initial arrangements with the colleges and universities will be subject to Committee approval.

The Committee authorizes the administration to honor the reasonable rules and training guidelines of the sending institution.

In all arrangements made with colleges and universities, the school district will be given the privilege of interviewing and accepting or rejecting individual candidates for student teaching and internships.

The school administration will devise procedures for evaluating the performance of student teachers that meet requirements of the sending institution and fit with the Committee's policies.

PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL

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

Whenever a complaint is made directly to the 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.

In case of a concern or a problem, the teacher is to be consulted first. If the matter is not resolved, approach will be made to the Assistant Principal, Principal, Superintendent, and School Committee in that order.

PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL

The following procedures are established to ensure that a citizen's complaint is given respectful attention and that the integrity of the educational program is upheld. "Complaint" in this regulation will be restricted in meaning to that criticism of particular school employees by a citizen of the school district which includes or implies a demand for action by school authorities. Other comments and suggestions will be referred informally to affected personnel.

1. If a complainant comes first to the person against whom it is directed, s/he will listen courteously and may try to resolve the difficulty by explaining the background and educational purpose involved. If the complainant remains unsatisfied, the employee will refer him/her to the building Principal or other immediate supervisor to have his/her views considered further. Whether the complaint terminates with the individual staff member involved or seems likely to go further, the staff member will immediately inform his/her supervisor of the complaint.
2. If a complaint comes first to the Principal or other supervisor of the person criticized, s/he should listen courteously or acknowledge a letter promptly and politely, but should make no commitments, admissions of guilt, or threats. If the complaint involves a particular employee, the supervisor should suggest a conference between the complainant and the person criticized and should inform that person immediately of the complaint.

If the complainant has already met with the person criticized and remains unsatisfied, the supervisor should invite the complainant to file his/her complaint in writing and offer to send him/her the appropriate form regarding a school employee's behavior, character or qualifications.

3. If a complaint comes first to any other school employee, that employee will refer the complainant to the person criticized or his/her immediate supervisor and immediately inform both.
4. No further action on the complaint should be taken unless the complainant submits the complaint in writing.
5. When a written complaint form is received, the Principal or other supervisor will schedule a conference with himself, the complainant, the person criticized, and if advisable, the department chairman or other personnel that either the supervision or the person criticized feels could contribute resolution of the problem.
6. If the complainant is not satisfied with the results of the conference above, s/he should then be referred to the Superintendent, who may handle the complaint personally or refer it to other personnel, as s/he may see fit.

7. Should dissatisfaction remain after the above steps have been taken, the matter will be placed on the agenda for the next regularly scheduled Committee meeting. The decision of the Committee will be communicated in writing to all interested persons.

LEGAL REF.: M.G.L. 39:23B
 603 CMR 26.09 and 26.10

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 school district's educational philosophy and goals.

Criticism of a book or other materials used in the schools 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 should 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 Committee will 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 will be asked to sign a complaint on a standard form on which s/he will document his/her criticism.
 - b. Following receipt of the formal complaint, the Superintendent will provide for a reevaluation of the material in question. S/he will arrange for the appointment of a review committee from among the faculty to consider the complaint.
 - c. The Superintendent will review the complaint and the committee's reevaluation and will render a decision in the matter. Should the decision be unsatisfactory to the complainant, s/he may appeal it to the 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 their proper selection. It recognizes rights of individual parents with respect to controversial 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.

CROSS REFS.: IIA, Instructional Materials
 IIAA, Selection and Adoption of Textbooks
 IIAC, Selection and Adoption of Library Materials



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

To: School Committee Members

From:  David P. Raiche, Superintendent of Schools

Re: Policy File KI, Visitors to the Schools (Vote Required)

Date: April 2, 2018

I have attached Plainville's current policy file KI, Visitors to the Schools and MASC's model policy as well as a proposed policy which uses MASC's policy with some modifications. Please take a vote of approval for this policy.

Attachments

VISITORS TO THE SCHOOLS

Only the parent(s) or legal guardian(s) of a particular student or individual(s) authorized in writing by the parent(s) or legal guardian(s) shall be permitted to visit and/or observe a class/classes of that particular student.

In order for the parent(s), legal guardian(s) or individual(s) authorized in writing by the parent(s) or legal guardian(s) to visit and/or observe a class or classes of a particular student, the following procedure must be followed. It should be clearly understood that this policy only applies to those instances in which the parent(s), legal guardian(s) or authorized individual(s) wished to visit/observe a class/classes in session and does not apply to another parent visitation or contact with school process or procedure including parent-teacher consultation, meetings with administrator(s) or other circumstances:

1. The parent(s), legal guardian(s) or individual(s) authorized by the parents(s), legal guardian(s) must give notice to the building Principal or his/her designee of their desire to visit and/or observe a class/classes.
2. At the time notice is given, the parent(s), legal guardian(s) or individual(s) authorized must give the reason why the visit and/ or observation is desired or needed.
3. Provided that the Principal determines that the visit/observation would not be disruptive to the educational process of the class/ classes, the Principal or his/her designee will consult with the teacher(s) involved to ascertain the most convenient time for such visitation/observation.
4. The Principal or his/her designee would then contact the parent(s)/ legal guardian(s)/authorized individual(s) requesting the visitation/observation to inform them of the date and time for the visitation/observation.
5. If the parent(s), legal guardian(s) or authorized individual(s) wish to discuss with the teacher what was observed or the educational development of the student, such discussion will take place at a mutually agreeable time and place outside of the class(es).
6. The administration of the Plainville Public Schools has the right to have an employee of the Plainville Public Schools or a person designated by the administration of the Plainville Public Schools present during the same class or classes which are being visited or observed by the parent(s), legal guardian(s) or authorized individual(s).
7. In the event that the Principal or his/her designee determines that a request for a visitation/observation would be disruptive or in the case of multiple requests by a parent(s), legal guardian(s) or authorized individual(s), the Principal or his/her designee and parent(s)/legal guardian(s) retains the right to appeal the denial or request for multiple visitations/observations to the School Committee.
8. *All visitors are required to check in when arriving to visit and to check out when they are ready to leave.*

File: KI - VISITORS TO THE SCHOOLS

The School Committee welcomes parents and guests to visit classrooms to observe and learn about the instructional programs taking place in our schools. Such visits can prove most beneficial in promotion of greater school-home cooperation and community understanding of how we carry out the school system's mission and goals.

Visits by parents to several classrooms in a given grade for the purposes of comparing teaching styles to provide a basis for a request for student assignment to a particular teacher are strongly discouraged because the 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 requested 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. 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 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.

CROSS REF.: [IHBAA](#), Observations of Special Education Programs

SOURCE: MASC October 2016

VISITORS TO THE SCHOOLS

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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 all visitors **must** report to the Principal's office upon entering and leaving the building and sign a guest log showing arrival and departure times. 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 and during the month of June.
5. Any **parent or staff member** who wishes to have a **student** 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 **student** 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.
6. **If the parent wishes to discuss with the teacher what was observed on the education development of the student, such discussion will take place at a mutually agreeable time and place outside of class (es).**
7. **The administration of the Plainville Public Schools reserves the right to designate a person to be present during the same class or classes which are being visited by the parent.**

CROSS REF.: [IHBAA](#), Observations of Special Education Programs

SOURCE: MASC October 2016

Approved:



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300

Fax: (508) 699-1302

Email: draiche@plainville.k12.ma.us

Date: April 11, 2018

To: Ellen M. Robertson, Town Clerk

From: David P. Raiche
Superintendent of Schools

Re: School Committee Organization – Vote at the April 10, 2018 School Committee Meeting

On April 10, 2018 the School Committee voted a reorganization of the Committee as follows:

Chairman	Amy Abrams
Vice Chairman	Linn Caprarella
King Philip Representative	Amy Abrams
Finance Subcommittee Representative(s)	Amy Abrams Javed Ikbali Michele Sharpe (begins when the FY2019 budget process is completed and will replace Amy Abrams)
Sick Leave Bank Representative	Kristen Conrad-Garrity
New Member Orientation	Linn Caprarella
MASC Delegate Representative	Javed Ikbali
MASC Alternate Representative	Michele Sharpe
Negotiations Team Representative(s)	Linn Caprarella Kristen Conrad-Garrity
Federal Relations Network Representatives	Linn Caprarella Amy Abrams
Town Building Committee Designee	Maggie Clarke
Wellness Committee Representative	Michele Sharpe
Communications Representative(s)	Javed Ikbali Kristen Conrad-Garrity
Appointment of School Attendance Officer	Edward Clarke
Appointment of Truancy Officer	Scott Gallerani
Appointment of School Physician	Dr. Christopher Giuliano

Cc: School Committee
Laura Schoonmaker PEA President

Plainville Public Schools												
Food Service Program 2017/2018												
Summary Profit and Loss Statement												
	1	2	3	4	5	6	7	8	9	10	11	12
	2017	aug	sept	oct	nov	dec	2018	jan	feb	mar	apr	may
	july	3	20	20	18	16	17	15	18	18	14	22
												Year
												173
Revenue:												
Student lunch	213.00	\$3,223.50	16891.26	\$13,346.70	\$14,221.72	\$12,508.98	\$13,273.63	\$11,658.87	\$14,410.26			99,747.92
A-la-carte		\$182.00	\$2,785.25	\$3,108.55	\$2,581.45	\$1,998.80	\$2,431.20	\$1,910.75	\$2,415.75			17,413.75
Adult lunch		\$22.75	\$230.75	\$260.75	\$399.00	\$242.00	\$269.50	\$227.50	\$211.25			1,863.50
Other			\$1,512.11	\$1,611.00	\$1,211.60	\$400.00	\$624.00	\$42.23	\$951.72			6,252.66
Reimb-State		\$322.73	\$32.10	\$424.20	\$444.84	\$427.86	\$389.04	\$397.80	\$357.06			2,795.63
Reimb-FED			\$703.88	\$9,500.08	\$9,953.60	\$10,328.80	\$9,431.30	\$9,433.51	\$8,538.22			57,889.39
Total Revenue	213.00	\$3,750.98	\$22,155.35	\$28,251.28	28,812.21	25,906.44	26,318.67	23,670.66	26,884.26	0.00	0.00	185,962.85
Expenses:												
Food			\$9,971.18	\$15,367.11	\$3,965.70	\$9,678.38	\$9,494.94	\$5,131.26	\$7,961.98			61,570.55
Labor			\$11,807.46	\$12,997.60	\$19,241.35	\$12,472.69	\$11,304.58	\$12,214.53	\$11,763.96			91,802.17
Supplies			\$4,470.79	\$1,507.17	\$982.35	\$618.17	\$185.52	\$307.64	\$1,076.07			9,147.71
Equipment Repairs			\$4,693.73	\$863.72	\$498.31			\$462.50	\$262.25			6,780.51
Professional Devmt								\$155.00				155.00
Other			\$1.49	\$29.35	\$1,461.56	\$209.82	\$438.13	\$17.63	\$14.88			2,172.86
Total Expenses	\$0.00	\$0.00	\$30,944.65	\$30,764.95	26,149.27	22,979.06	21,423.17	18,288.56	21,079.14	0.00	0.00	171,628.80
Profit (loss)	\$213.00	\$3,750.98	-\$8,789.30	-\$2,513.67	\$2,662.94	\$2,927.38	\$4,895.50	\$5,382.10	\$5,805.12	\$0.00	\$0.00	\$0.00
Cumulative	\$213.00	\$3,963.98	-\$4,825.32	-\$7,338.99	-\$4,676.05	-\$1,748.67	\$3,146.83	\$8,528.93	\$14,334.05	\$14,334.05	\$14,334.05	\$14,334.05
Opening cash balance	\$85,377.88	\$85,590.88	\$89,341.86	\$80,552.56	\$78,038.89	\$80,701.83	\$83,629.21	\$68,524.71	\$93,906.81	\$99,711.93	\$99,711.93	\$99,711.93
Profit (loss)	\$213.00	\$3,750.98	-\$8,789.30	-\$2,513.67	\$2,662.94	\$2,927.38	\$4,895.50	\$5,382.10	\$5,805.12	\$0.00	\$0.00	\$0.00
Ending cash EOM	\$85,590.88	\$89,341.86	\$80,552.56	\$78,038.89	\$80,701.83	\$83,629.21	\$88,524.71	\$93,906.81	\$99,711.93	\$99,711.93	\$99,711.93	\$99,711.93
\$ on acct Jackson			\$7,761.85	\$7,462.85			\$7,591.18	\$7,764.23	\$8,228.94			
\$ on acct Wood			\$7,098.76	\$6,847.48			\$5,897.56	\$7,402.74	\$7,075.17			
Negative balance			-\$2,020.96	-\$2,304.22			-\$1,458.29	-\$1,234.62	-\$1,338.85			
% of Revenue												
Food	0.0%	0.0%	45.0%	54.4%	13.8%	37.4%	36.1%	21.7%	29.6%	na	na	33.1%
Labor	0.0%	0.0%	53.3%	46.0%	66.8%	48.1%	43.0%	51.6%	43.8%	na	na	49.4%
Supplies	0.0%	0.0%	20.2%	5.3%	3.4%	2.4%	0.7%	1.3%	4.0%	na	na	4.9%
Equipment Repairs	0.0%	0.0%	21.2%	3.1%	1.7%	0.0%	0.0%	2.0%	1.0%	na	na	3.6%
Professional Devlct	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.7%	0.0%	na	na	0.1%
Other	0.0%	0.0%	0.0%	0.1%	5.1%	0.8%	1.7%	0.1%	0.1%	na	na	1.2%

Plainville Public Schools												
08/09	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$1.50	62	69	69	78.5	71	68.7	70	70	60	56.5	67.47
Wood		67	71	67	65.6	68	67	65.4	67	68	66.8	67.28
Average		64.5	70	68	72.05	69.5	67.85	67.7	68.5	64	61.65	67.375
09/10/2009	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$1.75	66	65	66.6	70.5	72	68	72.75	72	72	76	70.085
Wood		64	63	66	67.3	65.5	64	65	65	65	69	65.68
Average		65	64	66.3	68.9	68.75	66	68.875	68.5		72.5	67.8825
10/11/2010	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$1.75	66	67	67.6	70	71.2	71.8	71.3	71.23		72.5	70.043
Wood		66	68	69	70.9	70.2	71.8	70	69.3		72.2	69.635
Average		66	67.5	68.3	70.45	70.7	71.8	70.9	70.3		72.35	69.839
11/12	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$2.00	57	62.4	63.25	64.2	62.3	62	63.7	64.5	61	65.7	62.605
Wood		63	67.6	70	67.3	65.7	64.3	62.5	62.2	61.7	63.3	64.76
Average		60	65	66.625	65.75	64	63.15	63.1	63.35	61.35	64.5	63.6825
12-13	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$2.00	55	58.7	65	65	64.5	64.5	66	69	64	64	63.57
Wood		60	65.4	64.6	65	63	64	64.2	65	62	61	63.42
Average		57.5	62.05	64.8	65	63.75	64.25	65.1	67	63	62.5	63.495
13/14	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$2.25	50	59.5	62	62.2	61	59.5	63.7	62	53	57	58.99
Wood		54	60	58	59	59	58	58	55	50	60	57.1
Average		52	59.75	60	60.6	60	58.75	60.85	58.5	51.5	58.5	58.045
14/15	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$2.25	53	59	60	62	60.2	62.5	64	64	67.5	66	61.82
Wood		49	55	55	55	53.6	55	54	60	53	56	54.56
Average		51	57	57.5	58.5	56.9	58.75	59	62	60.25	61	58.19
15/16	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$2.25	54	63	67	65	64	65	63.6	69.5	68	65	64.41
Wood		57	61	64	61	58	59	58.4	60.5	61	61	60.09
Average		55.5	62	65.5	63	61	62	61	65	64.5	63	62.25
15/16	Breakfast	Sept	Oct	Nov	Dec	Jan	Mar	Apr	May	June	Year	Year
Jackson	\$1.50	10	11.5	15.5	14	14	13	12.79	13.6	14.4	12.6	13.139
Wood		5	8	9	8	8	8	8.8	8.75	9.5	9.3	8.235
Average		7.5	9.75	12.25	11	11	10.5	10.795	11.175	11.95	10.95	10.687
16/17	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$2.50	61	64.7	65	64.3	65.7	68.2	67.1	67.2	68.8	74.8	66.68
Wood		58.6	60.9	62	64.6	61.3	60.3	58.3	58.1	58.7	63.5	60.63
Average		59.8	62.8	63.5	64.45	63.5	64.25	62.7	62.65	63.75	69.15	63.655
16/17	Breakfast	Sept	Oct	Nov	Dec	Jan	Mar	Apr	May	June	Year	Year
Jackson	\$1.50	11.6	14	13.5	13.6	13.6	13.4	12.6	14.3	14.4	14.4	13.54
Wood		11.4	16.4	16.75	13.6	12.8	11.6	12.6	13	13.3	13.9	13.535
Average		11.5	15.2	15.125	13.6	13.2	12.5	12.6	13.65	13.85	14.15	13.5375
17/18	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Year	Year
Jackson	\$2.50	53.5	60.8	61	64	61.6	63	64			61.12857143	
Wood		58.9	61.8	64.5	65.3	65	64	63			63.21428571	
Average		56.2	61.3	62.75	64.65	63.3	63.5	63.5	0	0	62.17142857	
17/18	Breakfast	Sept	Oct	Nov	Dec	Jan	Mar	Apr	May	June	Year	Year
Jackson	\$1.50	11.5	12.3	16	10.7	11.6	13.5	13.2			12.68571429	
Wood		11.6	14.4	18.7	13.8	14	17	13.7			14.74285714	
Average		11.55	13.35	17.35	12.25	12.8	15.25	13.45	0	0	13.71428571	

Plainville Public Schools

Educational Budget Plan 2018-2019

FINANCE COMMITTEE PRESENTATION - APRIL 24, 2018

Enrollment – Grades PK-6

ACTUAL:

FY2010	823
FY2011	803
FY2012	829
FY2013	802
FY2014	768
FY2015	737
FY2016	752
FY2017	715
FY2018	706

PROJECTED:

FY2019	688
FY2020	664
FY2021	657

Class Size History and Projections

Grade	14/15 Actual		15/16 Actual		16/17 Actual		17/18 Actual		18/19 Projected		19/20 Projected	
	# of Students	Class Size	# of Students	Class Size	# of Students	Class Size	# of Students	Class Size	# of Students	Class Size	# of Students	Class Size
K	89	22.3	89	22.3	88	17.6	92	18.4	82	16.4	74	14.8
1	102	20.4	94	18.8	88	17.6	90	18.0	95	19.0	79	15.8
2	94	18.8	103	20.6	84	16.8	83	16.6	89	17.8	91	18.2
3	108	18.0	97	19.4	101	20.2	81	20.3	84	21.0	86	21.5
4	99	19.8	115	23.0	99	19.8	101	20.2	83	20.8	86	21.5
5	106	21.2	100	20.0	110	22.0	94	18.8	101	20.2	82	20.5
6	85	21.3	106	21.2	97	19.4	108	21.6	96	19.2	97	19.4
K-6	683	20.1	704	20.7	667	19.1	649	19.1	630	19.1	595	18.6
	34 classes		34 classes		35 classes		34 classes		33 classes		32 classes	

3

Number of Classes: History and Projections

Grade	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
K	5	4	4	5	5	5	5
1	5	5	5	5	5	5	5
2	6	5	5	5	5	5	5
3	5	6	5	5	4	4	4
4	5	5	5	5	5	4	4
5	4	5	5	5	5	5	4
6	5	4	5	5	5	5	5
K-3	21	20	19	20	19	19	19
4-6	14	14	15	15	15	14	13
K-6	35	34	34	35	34	33	32

4

Enrollment – Special Populations

English Language Learners	
FY	Actual
FY2012	111
FY2013	114
FY2014	104
FY2015	122
FY2016	125
FY2017	113
FY2018	118
FY2019	126 Projected

English Language Learners: Actual	
FY	Actual
FY2012	15
FY2013	15
FY2014	32
FY2015	29
FY2016	27
FY2017	30
FY2018	30
FY2019	30 Projected

Staff Reductions

➤ Grade 4 Teacher

Staff Additions

- Additional Special Educator (Jackson School)
- Increase 0.5 Preschool Teacher to 1.0
- Increase 0.5 Preschool Paraprofessional to 0.9
- Increase 0.8 Instrumental Program Teacher to 1.0

7

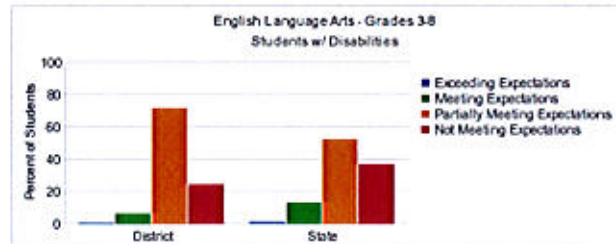
Additional Special Educator at Jackson School

- The addition of this position will allow full inclusion to take place, when deemed appropriate, at every grade level K-6
- It will also better enable us to address performance gaps with the students with disabilities group

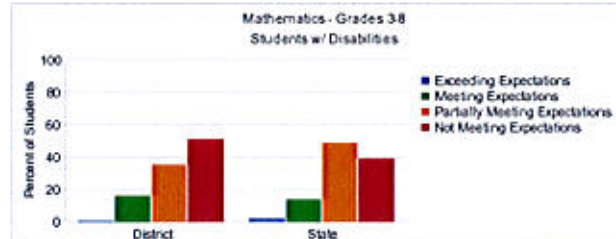
8

GRADES 3-8 - STUDENTS WITH DISABILITIES

English Language Arts	N Included	% District	% State
Exceeding Expectations	0	0	1
Meeting Expectations	4	5	12
Partially Meeting Expectations	52	71	52
Not Meeting Expectations	17	23	36
Total Included	73		

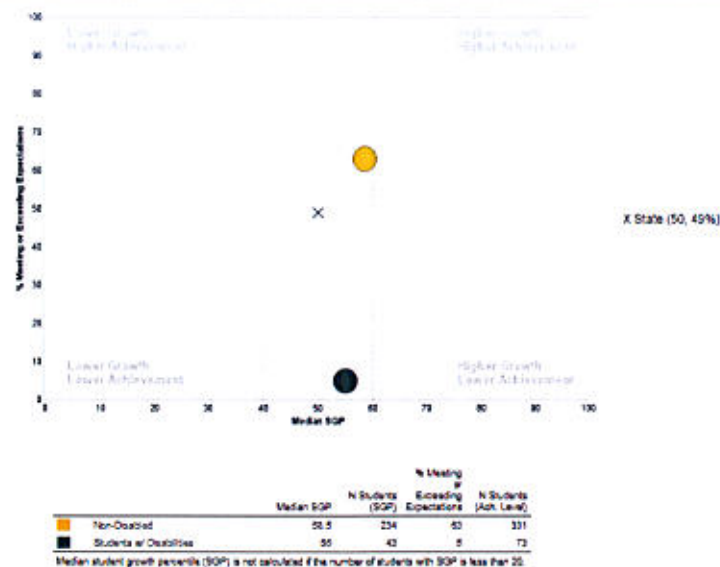


Mathematics	N Included	% District	% State
Exceeding Expectations	0	0	1
Meeting Expectations	11	15	13
Partially Meeting Expectations	25	35	48
Not Meeting Expectations	36	50	38
Total Included	72		



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GRADES 3-8 - District Achievement and Growth DISABILITY STATUS ELA

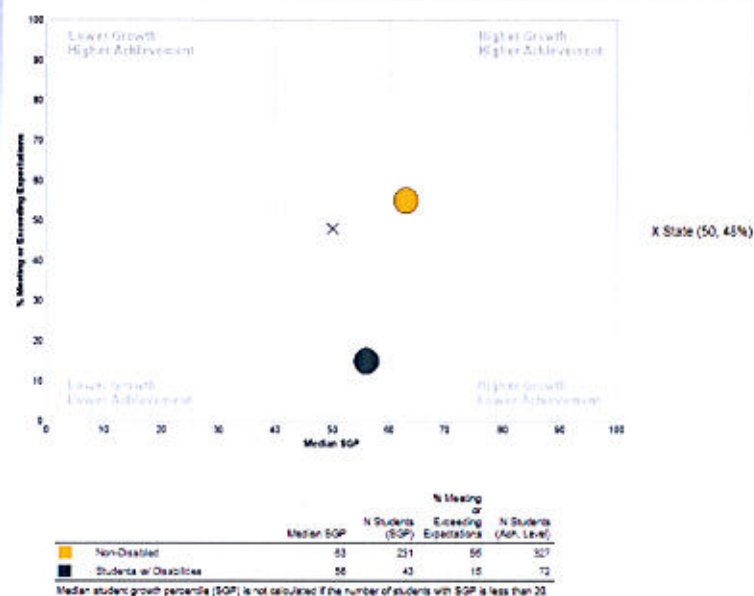


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**GRADES 3-8 –
District Achievement
and Growth**

DISABILITY STATUS

MATH



11

Increase of 0.5 Preschool Teacher to 1.0 and Increase of 0.5 Preschool Paraprofessional to 0.9

- An increase of the current 0.5 preschool teacher to 1.0 will meet the projected increase of 3 and 4-year old students who qualify for early intervention services
- The increase of the current 0.5 preschool paraprofessional to 0.9 will support the addition of a third full-time preschool classroom

12

Increase of 0.8 Instrumental Program Teacher to 1.0

- An increase in this position is needed to service the projected number of band students in grades 4-6 that is expected to grow by 12-15 students. It would also allow the addition of a Jazz Band, mirroring Wrentham's program while also serving as a feeder program to the King Philip Jazz Band

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Staffing

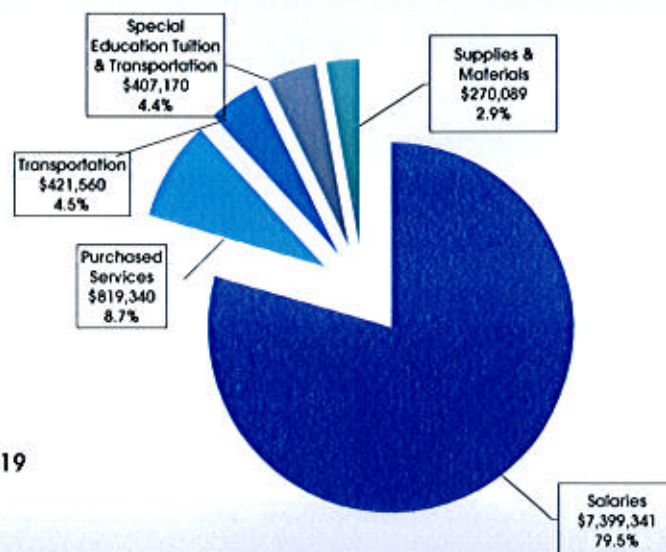
	FY13	FY14	FY15	FY16	FY17	FY18	FY19
Administration	6.0	6.0	6.0	6.0	6.0	6.0	6.0
Certified	60.95	60.95	61.45	62.45	64.2	65.6	66.3
Classified	58.85	59.65	55.60	56.60	59.95	61.95	62.35
Total	125.8	126.6	123.05	125.05	130.15	133.55	134.65

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FY2019 Planning Priority Areas

- Area 1: Assessment, Curriculum and Instruction
- Area 2: Professional Development
- Area 3: Parent and Community Involvement and Communication
- Area 4: Facilities
- Area 5: Funding

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Fiscal Year 2019

16

Description	Expended Budget FY2017	Current Budget FY2018	Proposed Budget FY2019	\$/% Difference FY18-FY19
District Leadership and Administration	\$395,603.89	\$410,109.00	\$416,460.00	\$6,351. 1.55%

- School Committee Operations
- Superintendent's Office
- Business Office
- Information Management and Technology

17

Description	Expended Budget FY2017	Current Budget FY2018	Proposed Budget FY2019	\$/% Difference FY18-FY19
Instruction	\$6,457,112.88	\$6,785,137.00	\$7,123,285.00	\$338,148. 4.98%

- School Offices
- Special Education Office
- Technology Office
- Building Technology
- Teaching Staff
- Substitutes
- Lunch Supervisors
- Enrichment
- Library/Media
- Professional Development
- Equipment, Materials & Supplies
- Field Trips
- Instructional Technology
- Assessment
- Psychological Services

18

Description	Expended Budget FY2017	Current Budget FY2018	Proposed Budget FY2019	% Difference FY18-FY19
School Services	\$739,836.25	\$785,200.00	\$783,545.00	(\$1,655.) -0.02%

- Student Services
- Health Services
- Transportation
- Food Services
- School Security

19

Description	Expended Budget FY2017	Current Budget FY2018	Proposed Budget FY2019	% Difference FY18-FY19
Operations & Maintenance	\$773,306.39	\$727,013.00	\$754,202.00	\$27,189. 3.74%

- Custodial Services
- Utility Costs
- Building Security
- Building & Equipment Maintenance
- Telecommunications

20

Description	Expended Budget FY2017	Current Budget FY2018	Proposed Budget FY2019	% Difference FY18-FY19
Programs— Other Districts	\$382,545.89	\$308,138.00	\$236,008.00	(\$72,130.) -23.40%

- Tuitions—Non-Public Schools
- Tuitions—Collaborative Programs & Services
- Tuitions—Public

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Summary

	\$	% of Total Budget Increase
➤ District Leadership/Administration	\$ 6,351.	+0.07
➤ Instruction	\$ 338,148.	+3.75
➤ School Services	\$ (1,655.)	-0.02
➤ Operations & Maintenance	\$ 27,189.	+0.30
➤ Out of District Programs	\$(72,130.)	-0.80

Total Budget Increase +3.30%

Total Budget Increase + 297,903.00

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Chapter 70 Aid

➤FY2013	\$2,768,881	+ \$ 249,707
➤FY2014	\$2,788,256	+ \$ 19,375
➤FY2015	\$2,806,756	+ \$ 18,500
➤FY2016	\$2,824,581	+ \$ 17,825
➤FY2017	\$2,864,951	+ \$ 40,370
➤FY2018	\$2,885,981	+ \$ 21,030
➤FY2019**	\$2,899,801	+ \$ 13,820

**Governor's Proposed Budget

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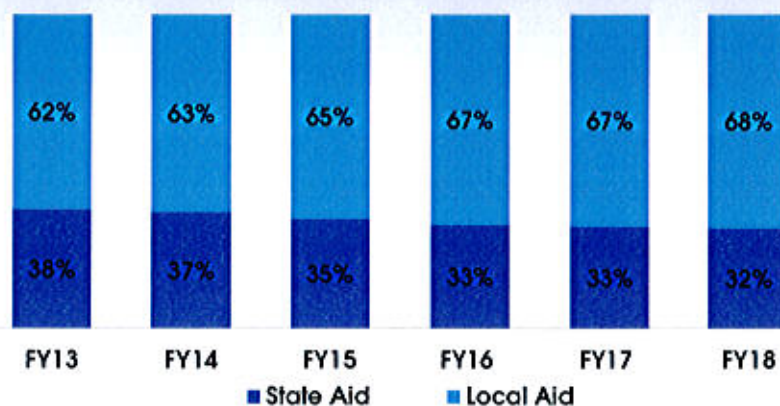
Town Contribution

Fiscal Year	Required Minimum	Town Approved
2013	\$4,145,967	\$4,510,732
2014	\$4,169,061	\$4,831,740
2015	\$4,253,996	\$5,101,590
2016	\$4,374,579	\$5,621,515
2017	\$4,721,651	\$5,949,925
2018	\$4,699,251	\$6,129,616
2019*	\$4,787,495	

*Based on governor's proposed budget

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State & Local Revenue Trends which Support the Operating Budget



Revolving Accounts

- Preschool
- Use of Facilities (BICO)
- Use of Facilities (Chapter 40)
- Use of Facilities (After School)
- Gift Accounts (J and W)

Use of Facilities Funds

- Facility Management Program
- Security System Repair & Improvements
- Security Badge System Supplies
- General Buildings and Grounds Maintenance & Improvements
- Signage
- Electrical Repairs & Improvements*
- Custodial & Maintenance Supplies*
- Utility Bills*
- Custodial Salaries*

*In conjunction with local funds

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Improvements – 2017/2018

- Repainting of various areas
- Space conversion (Food Service Office and Wood School Makerspace)
- Additional instructional equipment
- Air quality testing
- Meeting space upgrades (Jackson gym screen)
- Rug and floor replacement
- School furniture
- Parking lot maintenance

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Changing Demographics Low Income Families

1 st Reporting Period	No. of Students	Percent of Student Body
October 2009	94	11.4%
October 2010	84	10.5%
October 2011	133	16.0%
October 2012	121	15.0%
October 2013	112	14.5%
October 2014	126	17.1%
October 2015	152	19.9%
October 2016	139	19.5%
October 2017	123	17.4%

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Comparison District Profile Based upon 2016-2017 Enrollment

District	Economically Disadvantaged %	Students/Disabilities %	ELL %
Plainville	14.8	15.7	3.9
Kingston	16.1	16.5	1.5
Wrentham	9.1	15.0	1.3
Middleton	7.9	18.9	1.1
Norfolk	6.2	14.5	1.8

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Total Expenditures Per Pupil

<u>District</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>Average Yearly Increase</u>
Kingston	\$10,200	\$10,735	\$11,407	\$11,123	\$12,523	\$13,311	\$15,876	7.86%
Wrentham	\$10,506	\$11,296	\$12,097	\$12,255	\$13,386	\$14,209	\$15,510	6.74%
Middleton	\$11,672	\$12,231	\$12,720	\$13,881	\$15,072	\$16,142	\$16,794	6.27%
Plainville	\$11,873	\$12,283	\$12,473	\$13,451	\$14,549	\$15,099	\$16,456	5.63%
Norfolk	\$12,203	\$12,635	\$13,092	\$13,827	\$14,898	\$15,193	\$14,966	3.50%
Average of Above Districts	\$11,291	\$11,836	\$12,358	\$12,907	\$14,086	\$14,791	\$15,920	5.00%

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Total In-District Expenditures Per Pupil

<u>District</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>Average Yearly Increase</u>
Kingston	\$ 8,092	\$ 8,185	\$ 8,579	\$ 8,910	\$ 9,614	\$10,213	\$12,538	7.79%
Wrentham	\$10,052	\$10,999	\$11,809	\$12,067	\$13,150	\$13,926	\$14,958	6.87%
Middleton	\$11,564	\$11,912	\$12,631	\$13,750	\$14,871	\$15,785	\$16,262	5.87%
Plainville	\$11,545	\$11,896	\$11,909	\$13,757	\$13,724	\$14,191	\$15,714	5.33%
Norfolk	\$11,653	\$11,963	\$12,397	\$13,143	\$14,627	\$14,868	\$14,756	4.20%
Average of Above Districts	\$10,581	\$10,991	\$11,461	\$12,125	\$13,197	\$13,797	\$14,846	6.00%

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Total Expenditures Per Pupil and Capacity to Fund Foundation Budget – FY2016

District	Total Expenditure Per Pupil	Capacity to Fund Foundation Budget
Middleton	\$16,142	92%
Norfolk	\$15,193	88%
Plainville	\$15,099	69%
Wrentham	\$14,209	84%
Kingston	\$13,311	64%

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Capital Budget Funds

Year 1 (2017-2018) Actual:

- Parking lot repairs-Jackson School
- Roof repair-Jackson School
- Phone system replacement-Wood School
- Clock replacement-Jackson and Wood School
- Playground replacement-Jackson School

Total \$207,000.00

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Capital Budget Funds

Year 2 (2018-2019) Proposed:

- AC rooftop unit replacement-Jackson School
- Phone system replacement-Jackson School
- Cafeteria table replacement-Wood School
- Truck replacement-District
- Student bathroom upgrade-Jackson and Wood School

Total \$175,000.00