

**LEXINGTON SCHOOL COMMITTEE MEETING**  
**Wednesday, March 25, 2014**  
**Lexington High School, Library Media Center**  
**251 Waltham Street**

**6:30 p.m.    Call to Order:**

**6:31 p.m.    Executive Session:**

1. Exemption 3 – To Discuss Strategy with Respect to Potential Litigation Regarding a Student Residency Issue

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

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

**6:50 p.m.    Superintendent’s Announcements:**

**6:55 p.m.    School Committee Member Announcements:**

**7:00 p.m.    Agenda:**

1. Discussion of Town Meeting Articles (5 minutes)
2. Special Town Meeting #1, Article 2 Update and Discussion (5 minutes)
3. School Committee Member Liaison Update – Ad Hoc Committee for Youth at Risk (5 minutes)
4. Policy Manual Review (5 minutes):
  - a. Review Plan for Sections G and H of Policy Manual
  - b. Approve in Form Policy IHA: Basic Instructional Program
  - c. Policy JIC: Student Discipline – Second Reading
  - d. Policy JII: Student Complaints and Grievances – Second Reading
  - e. Policy JK: Student Conduct – Second Reading
5. School Committee Liaison Assignments, Updates (5 minutes)

**7:25 p.m.    Consent Agenda (5 minutes):**

1. Vote to Approve School Committee Minutes of December 4, 2014
2. Vote to Approve School Committee Minutes of December 11, 2014
3. Vote to Approve School Committee Minutes of January 15, 2015
4. Vote to Approve School Committee Minutes of January 22, 2015

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

The next meeting of the School Committee is scheduled for Monday, March 30, at 6:30 p.m. in the Lexington High School, Library Media Center, 251 Waltham Street.

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

BASIC INSTRUCTIONAL PROGRAM

State law requires that schools:

... shall give instruction and training in orthography(spelling), reading, writing, the English language and grammar, geography, arithmetic, drawing, music, the history and Constitution of the United States, the duties of citizenship, health education, physical education and good behavior ...

The law further states that American history and civics, including the Constitution of the United States, the Declaration of Independence, and the Bill of Rights, and local history and government will be taught as required subjects in the public schools.

Physical education is compulsory for all students, except that no student will be required to take part in physical education exercises if a physician certifies in writing that such exercises would be injurious to the student.

The Fundamental Skills

The business of the schools is to equip all children with the skills, tools, and attitudes that will lay the foundation for learning now and in the future. This means giving highest priority to developing skills in reading, writing, speaking, listening, and solving numerical problems.

The first claim of the community's resources will be made for the realization of these priorities. School dollars, school talent, school time, and whatever innovation in program is required must be concentrated on these top-ranking goals. No student should be bypassed or left out of the school's efforts to teach the fundamental skills. Schooling for basic literacy must reach all students, in all neighborhoods, and from all homes.

Academic standards will be developed for the CORE subjects of Mathematics, Science, Technology, History, and Social Science, English, Foreign Language and the Arts.

LEGAL REFS.: M.G.L. 71:1; 71:2; 71:3; 71:13

Adoption Date:	October 24, 1995
First Reading:	November 14, 2000
Second Reading & Adoption:	November 27, 2000
Reviewed for a First Reading:	July 12, 2004
Second Reading & Adoption:	September 13, 2004, 2004

AA add  
10/26/14

## STUDENT DISCIPLINE

The School Committee believes that all students deserve every opportunity to achieve academic success in a safe, secure learning environment. Good citizenship in schools is based on respect and consideration for the rights of others. Students will be expected to conduct themselves in a way that the rights and privileges of others are not violated. They are expected to respect constituted authority and to conform to school rules and those provisions of law that apply to their conduct.

Each Student Handbook shall include prohibited conduct and procedures to ensure due process when discipline is contemplated with respect to violation of the school rules or applicable law. Administrators shall adhere to the due process procedures in accordance with Massachusetts General Laws and procedures providing for due process. Student Handbooks will be made available to students and parents electronically. Original printed copies will be made available in each school principal's office and the Superintendent's office.

In every case of student misconduct for which suspension may be imposed, the administrator shall consider ways to re-engage the student in learning and avoid using long-term suspension from school as a consequence until alternatives have been tried. Alternatives may include the use of evidence-based strategies and programs such as mediation, conflict resolution, restorative justice, and positive behavioral interventions and supports.

The administrator may, as a disciplinary measure, remove a student from privileges, such as internet privileges, extracurricular activities, bus privileges, and attendance at school-sponsored events, based on the student's misconduct. Such a removal is not subject to due process procedures, unless explicitly provided for in Student Handbooks and/or rules of the Massachusetts Interscholastic Athletic Association (MIAA). Principals and staff shall not use academic punishment of any form as a consequence to inappropriate behaviors/actions by students.

### **Academic Progress**

Any student who is suspended or expelled shall have the opportunity to earn credits, make up assignments, tests, papers, and other school work as needed to make academic progress during the period of his or her removal from the classroom or school.

Any student who is expelled or suspended from school for more than ten (10) consecutive days, whether in school or out of school, shall have an opportunity to receive education services and make academic progress toward meeting state and local requirements, through a school-wide education service plan.

The Principal shall develop a school-wide education service plan describing the education services that the school district will make available to students who are expelled or suspended from school for more than ten (10) consecutive days. The plan shall include the process for

## **STUDENT COMPLAINTS AND GRIEVANCES**

The School Committee recognizes that there may be aspects of the Lexington Public Schools and its operationseonditions 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 and/or complaint. ~~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, including state and federal laws with respect to student confidentiality and privacy. ~~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 a policy needs to be approved or changed, if necessary and properly under the jurisdiction of the School Committee.~~

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

## STUDENT CONDUCT

The Massachusetts General Laws require the School Committee to adopt written policies, rules and regulations ~~not inconsistent with the 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.

Each school within the District shall also develop and publish its own specific rules for its students that are an extension of the District policies. The implementation of ~~the general rules of conduct~~ those rules 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.~~

~~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 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. The degree, frequency, and circumstances surrounding each incident shall determine the method used in enforcing these policies. Ideally, ~~m~~Most of the situations which require disciplinary action ~~can~~ will be resolved within the confines of the classroom or as they occur by reasonable verbal communication but firm reprimand, and/or by teacher conferences with the student and/or parents or guardians. Some situations, however, will require additional disciplinary action.

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

LEGAL REF.: M.G.L. 71:37H; 71:37H1/2; 71:37H3/4; 71:37L; 76:16; 76:17; 603 CMR 53.00

## School Committee Liaison Assignments 2014 – 2015

<b>Liaisons to Other Boards, Town Committees, or Municipally Governed Groups</b> These are liaisons appointed by the School Committee.	
<b>Liaison Member 2014-2015</b>	
Appropriation Committee	Margaret Coppe
Board of Selectmen	Margaret Coppe
Capital Expenditures Committee	William Hurley
Ad Hoc Community Center Task Force	Jessie Steigerwald
Council on Aging/Human Services	Jessie Steigerwald
Diversity Task Force	Alessandro Alessandrini
Human Rights Committee	Judith Crocker
Lexington High School Representative	Abby Schwartz
Permanent Building Committee	Judith Crocker William Hurley
Planning Board	Judith Crocker
PTA/PTO Presidents' Council	Judy Crocker Jessie Steigerwald
School Council Roundtable	Judy Crocker Jessie Steigerwald
School Health Advisory Council	Alessandro Alessandrini
SEPAC	Alessandro Alessandrini
TMMA Executive Board	William Hurley
Youth Services Council	Jessie Steigerwald

### School Committee Sub-Committees

**These are created by and administered by the School Committee. Agendas and minutes are posted on the web-site.  
School Committee appoints members to these Sub-Committees.**

Appointed Member 2014-2015	
Ad Hoc School Master Planning Committee	Judy Crocker William Hurley
Ad Hoc Committee for Youth at Risk	Alessandro Alessandrini Margaret Coppe
Policy Manual Subcommittee	Judith Crocker Jessie Steigerwald

### Lexington Public Schools, Superintendent or Assistant Superintendent Working Groups

**These are semi-regular meetings convened by School Committee and/or LPS administration, but are not formally School Committee Sub-Committees. The meetings are not required to be posted under the Open Meeting Law.**

Quarterly Curriculum Updates	Margaret Coppe Jessie Steigerwald
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### Other Appointed Positions / Appointed by other groups (not BOS)

Appointed Member 2014-2015	
Cary Memorial Library Trustees (Under Cary's charter, all School Committee members are Trustees of Cary Library)	Alessandro Alessandrini Margaret Coppe Judith Crocker William Hurley Jessie Steigerwald
Library Executive Trustees Committee (Voted by the Board of Trustees)	TBD
2020 Vision Committee	Margaret Coppe
Lexmedia	Jeff Leonard Director of Fine & Performing Arts
Monroe Center for the Arts	Thomas Griffiths

**Liaisons to Regional (Beyond Lexington) Organizations or Issues**

EDCO Liaison	Jessie Steigerwald
EDCO Board	Paul Ash, Superintendent, Voting member for Lexington
Massachusetts Association of School Committees (MASC)	Jessie Steigerwald

**Unions**

**School Committee Liaison Attends  
Negotiation Sessions**

Association of Lexington Administrators (ALA)	Judith Crocker
Custodians and Maintenance (Local 888 – SEIU)	Alessandro Alessandrini
Lexington Education Association Unit A (LEA-A)	TBD
Lexington Education Association Unit C (LEA-C)	Margaret Coppe
Lexington Education Association Technology Unit (LEA-Tech. Unit)	Judith Crocker
Lexington Education Secretaries Association (LEA-D)	Jessie Steigerwald