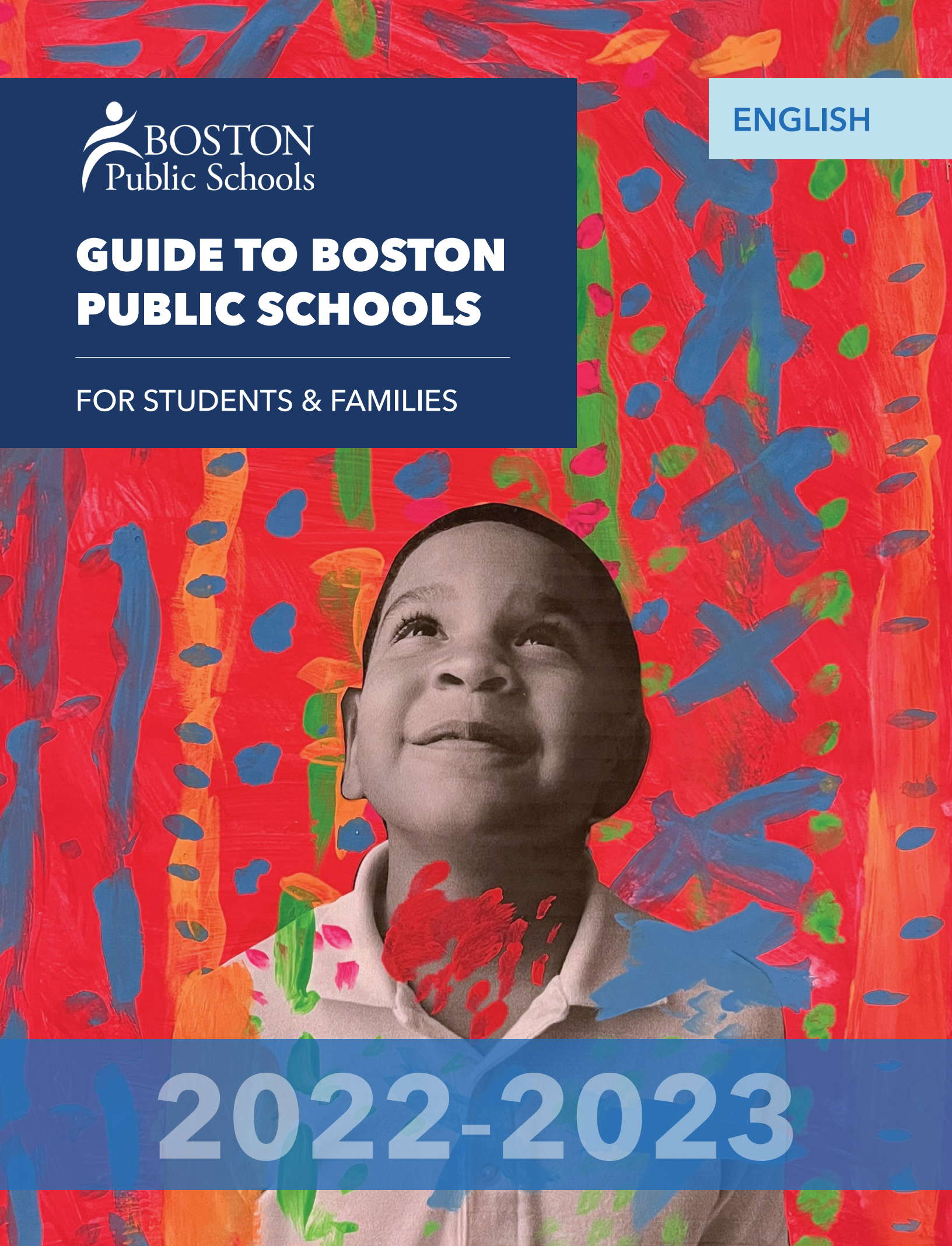




ENGLISH

GUIDE TO BOSTON PUBLIC SCHOOLS

FOR STUDENTS & FAMILIES

A young child with dark skin and short hair is looking upwards with a slight smile. The child is wearing a light-colored shirt with a red floral pattern. The background is a vibrant, abstract painting with bold strokes of red, blue, green, and orange. The overall mood is positive and artistic.

2022-2023

2022

- ◆ August 15-17 New Teacher Institute (NTI)
- ◆ August 16-18 August Leadership Institute (ALI)
- ◆ August 22-26 Teacher Summer Institute (TSI)
- ◆ September 1 UP Academies: Boston & Dorchester, all grades – first day of school
- September 5 Labor Day: No school
- ◆ September 6 UP Academy Holland, all grades – first day of school
- September 6-7 All teachers and paras report
- ▲ September 8 Students in grades 1-12 report, including grade 1 in ELCs and EECs
- ◆ September 12 Pre-K & Kindergarten students report, including EECs, ELCs, and special ed.
- October 10 Indigenous Peoples' Day: No school
- November 11 Veterans Day: No school
- November 23 Early release for students and staff
- November 24-25 Thanksgiving Recess: No school
- December 26 Christmas Day (Observed)
- December 23-January 3 Winter Recess: No school

2023

- January 2 New Year's Day (observed)
- January 3 All teachers and paras report
- ▲ January 4 Students return from recess
- January 16 M.L. King Jr. Day: No school
- February 20 Presidents Day: No school
- February 21-24 February Recess: No school
- ▲ February 27 Students return from recess
- April 7 Good Friday: No school
- April 17 Patriots' Day: No school
- April 18-21 Spring Recess: No school
- ▲ April 24 Students return from recess
- May 29 Memorial Day: No school
- ★ June 7 (or day 170) Last day for seniors
- June 19 Juneteenth: No school
- June 21 (or day 179) Early release for students
- ▼ June 22 (or day 180) Last day of school

Major Religious & Cultural Holidays

2022

- Sep. 26-27* Rosh Hashanah
- Oct. 5* Yom Kippur
- Oct. 24 Diwali begins
- Nov. 24 Thanksgiving
- Dec. 19-26* Hanukkah
- Dec. 25 Christmas
- Dec. 26-Jan. 1 Kwanzaa
- Jan. 22 Lunar New Year
- Feb. 22 Ash Wednesday
- Mar. 22 Ramadan begins
- April 7 Good Friday
- April 6*-13 Passover
- April 9 Easter
- April 16 Orthodox Easter
- April 22* Eid al-Fitr
- April 22 Earth Day
- June 19 Juneteenth
- July 4 Independence Day
- July 29* Eid al-Adha

2023

- Jan. 1 New Year's Day (observed Jan. 2)
- Jan. 6 Three Kings Day

- Central Offices and School Buildings closed
- School Buildings closed
- ▼ Last day of school (if no days are lost due to cancellations.)
- * begins the night before at sunset

AUGUST 2022

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SEPTEMBER 2022

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OCTOBER 2022

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NOVEMBER 2022

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DECEMBER 2022

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JANUARY 2023

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MARCH 2023

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MAY 2023

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JUNE 2023

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JULY 2023

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23	24	25	26	27	28	29

► Extenuating circumstances and inclement weather may necessitate changes to the calendar during the year.

Visit www.bostonpublicschools.org/calendar for current information.

Produced by the Boston Public Schools Communications Office | January 2023

2022-2023 Guide to the Boston Public Schools for Students & Families

Produced by:

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communications@bostonpublicschools.org
bostonpublicschools.org

Cover Artwork

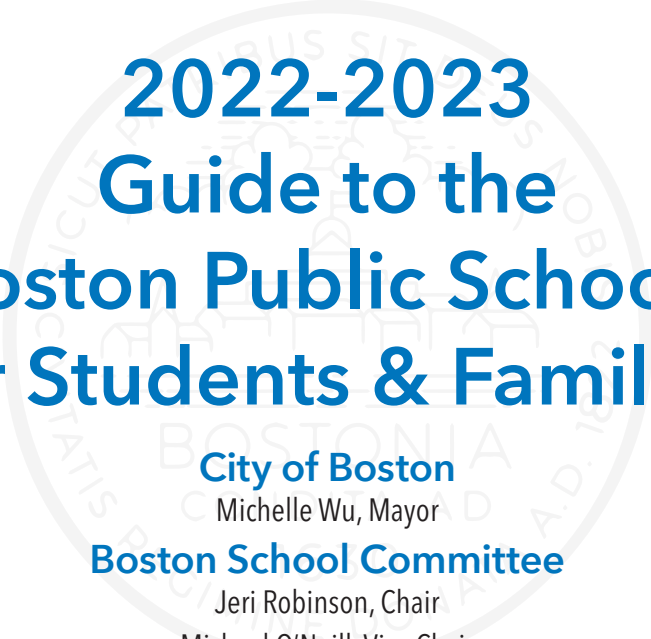
Throughout the 2021-2022 school year, elementary students in Benjamin Boyd Schachter's visual art classes at Orchard Gardens K-8 Pilot School learned art fundamentals through artist appreciation. This piece by first-grader Jose Manuel Soto Victoria is from a unit practicing pattern creation and self-portraits inspired by the artwork of Kehinde Wiley. Kehinde Wiley is best known for his commanding and colorful portraits including the 2017 portrait of President Barack Obama for the Smithsonian National Portrait Gallery.



The Guide to Boston Public Schools is available in Arabic, Cape Verdean Creole, Chinese, English, French, Haitian Creole, Portuguese, Somali, Spanish, and Vietnamese.

This publication summarizes many laws, policies, regulations, and practices important to Boston Public Schools (BPS) students and their parents and guardians. It is not intended to be a complete directory of all laws and policies concerning students and parents.

Federal and state laws, BPS policies, regulations, and practices at the district and school building levels are subject to change. Some information may have changed since the Guide was printed in September 2022.



2022-2023 Guide to the Boston Public Schools for Students & Families

City of Boston

Michelle Wu, Mayor

Boston School Committee

Jeri Robinson, Chair

Michael O'Neill, Vice Chair

Brandon Cardet-Hernandez

Dr. Stephen Alkins

Lorena Lopera

Rafaela Polanco Garcia

Quoc Tran

Boston Public Schools

Mary Skipper, Superintendent

September 2022

OUR MISSION

Every child in every classroom in every school gets what they need.

OUR VISION

A nation-leading, student-centered, public school district providing an equitable, excellent, well-rounded education that prepares every student for success in college, career, and life.

Non-Discrimination Policy

Boston Public Schools, in accordance with its nondiscrimination policies, does not discriminate in its programs, facilities, or employment or educational opportunities on the basis of race, color, age, criminal record (inquiries only), disability, homelessness, sex/gender, gender identity, religion, national origin, ancestry, sexual orientation, genetics, or military status, and does not tolerate any form of retaliation, or bias-based intimidation, threat, or harassment that demeans individuals' dignity or interferes with their ability to learn or work.

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A Message from Our Superintendent



Dear BPS Community,

As we prepare to start a new school year in Boston Public Schools (BPS), I am excited to welcome the newest members of our community and to welcome back our returning students. I have so much optimism about BPS and where we will go together.

Whether your child is starting out on their educational journey or preparing to graduate at the end of this year, the amazing educators and staff of BPS are excited to support you. There are many reasons to be inspired by this community and this year my goal is to highlight as many as I can.

I am deeply grateful for the incredible teamwork our staff, school leaders, and teachers have done to carry out our mission to meet the urgent needs of our students. As a former school leader in BPS, I know first hand how much our community of educators and staff care about their students. They are here to support you - our students and families.

This Guide is a tool that helps you to understand more about our expectations of our students and provides opportunities to families to get involved and stay informed. The information is provided in simple, easy to read text and can be accessed in multiple languages and formats.

I understand the last couple of years have been difficult, but I've also seen the very best in people during our most trying times. It is that type of resiliency that will help our students thrive. BPS is a place where everyone is seen, heard and supported. We are all in this together and I look forward to an exciting year ahead.

Sincerely,

Mary Skipper
Superintendent
Boston Public Schools

In this Guide, you will find a list of resources and information that will be useful for future meetings and community input opportunities that will take place in the coming months and years. Please familiarize yourself with these tools and the information provided to maximize your opportunity to participate in shared decisions.

Our policies have only one goal: to create safe, healthy, and welcoming learning environments that prepare every student for success. We can reach that goal with your support, feedback, and involvement.

Why is this Guide important?

- It explains many of the policies that affect students, such as:
 - What students must complete to be promoted to the next grade
 - The district's expectations for maintaining a safe, healthy, and welcoming learning environment for students and staff, and how we help students when they do not meet these expectations.
- It describes how families can support their children's learning at school and home.
- It explains the many rights guaranteed by law to students and their parents, such as:
 - The right to be treated equally, regardless of race or disability.
 - The right to participate in school decision-making.
 - The right to know the qualifications of a child's teacher.
 - The right to privacy regarding student records.
 - It also advises parents and students about what to do if they think their rights may have been violated.
- It gives helpful information on many topics, such as testing, transportation, health services, and school cancellations.
- It has directories of contact information for our schools and offices, a checklist for solving problems, education resources for families, and the school-year calendar (inside the front cover).
- **School-Based Rules:** In addition to state and federal laws and the district's Code of Conduct, each school has its own set of policies, approved by the School Site Council or Governing Board. School-based rules may not conflict with any Superintendent Circular or the Code of Conduct. Your school leader will give you a copy of the school-based rules along with this Guide.

Directory of Services for Families

Boston Public Schools (BPS) Offices

MAIN NUMBER.....	617-635-9000
Adult Education and Evening High School.....	617-635-9300
Advancement (school and family support).....	617-635-7750
Advancement (central office).....	617-635-9660
Alternative Education	617-635-8035
Behavioral Health Services	617-635-9676
Boston Student Advisory Council (BSAC).....	617-635-9446
Communications (media, website, and publications).....	617-635-9265
Countdown to Kindergarten.....	617-635-6816
Data and Accountability (testing)	617-635-9450
Early Childhood Education	617-635-9063
Employment Permits, Students.....	617-635-8030
English Learners (EL)	617-635-9435
District EL Advisory Committee.....	617-635-9435
Equity (issues of bias and sexual misconduct)	617-635-9650
Exam Schools and Advanced Work Class (AWC).....	617-635-9512
Family Literacy Center	617-635-9300
Food and Nutrition Services	617-635-9144
Grants and External Funding.....	617-635-9577
Guidance Services	617-635-8030
Health and Wellness	617-635-6643
Hearings and Appeals (disciplinary issues).....	617-635-1577
High School Support	617-635-9289
Home and Hospital Tutoring	617-635-6633
Homeless Students	617-635-8037
Human Capital (personnel).....	617-635-9600
Instructional and Information Technology (OIIT).....	617-635-9199
Newcomers Assessment and Counseling Center (language testing).....	617-635-1565
Ombudsperson	617-635-9054
Parent University	617-635-7750
Re-engagement Center	617-635-2273
Safety Services.....	617-635-8000
School Committee	617-635-9014
School Health Services	617-635-6788
Special Education	617-635-8599
Special Education Parent Advisory Council.....	617-297-7335
Student Records (transcripts).....	617-635-9037
Succeed Boston	617-635-8123
Summer School	617-635-9414
Superintendent's Office.....	617-635-9050
Transportation	617-635-9520
Welcome Services (Registration and Assignment).....	617-635-9046

BPS Welcome Centers

Dorchester

617-635-8015

Campbell Resource Center
1216 Dorchester Ave.

Roslindale

617-635-8040

Jennie Barron Building
515 Hyde Park Ave.

Roxbury

617-635-9010

Bolling Municipal Building
2300 Washington St., 2nd Fl.

East Boston

617-635-9597

Mario Umana Academy
312 Border St.

2022-2023 Hours of Service:

School Year: Monday-Friday:

9:00 a.m.–5 p.m.

July 2023: Only the Roxbury Welcome Center is open.

Monday-Thursday, closed Fridays, 9:00 a.m.–5:00 p.m.

Visit our website for details, bostonpublicschools.org/welcomecenters

Closed: Federal, state, and city holidays

Back-to-School & School Registration Hotline

617-635-9046

August-September, 2022 & January, 2023

Monday-Friday: 9:00 a.m. – 5:00 p.m.

Safe Schools & Bullying Prevention and Intervention Hotline

617-592-2378 (call or text)

For students and parents/guardians/caregivers to report bullying or safety concerns at school, out of school, online, and via electronic devices.

Staffed 24/7 by trained counselors.

Residency Tip Line 617-635-9609

Leave anonymous tips about students attending the Boston Public Schools who do not live in the City of Boston.

Additional Services

Boston: City Services (9 a.m.–5 p.m.).....	boston.gov
Mayor's 24-Hour Line	311 617-635-4000
Boston Centers for Youth & Families (BCYF)	617-635-4920
Mayor's Health Line.....	800-847-0710
Mayor's Office for Immigrant Advancement (multilingual)	617-635-2980
Mayor's Youthline.....	617-635-2240
Massachusetts Department of Elementary & Secondary Education (DESE)	www.doe.mass.edu 781-338-3000
Charter School Information	781-338-3227
Parent Training and Resources	See pages 57-59

Family/School Partnership: The Home-School Connection

Family engagement plays a crucial role in helping students succeed in school and developing a sense of pride in the school community. Boston Public Schools is committed to helping schools, staff, families, students, and the community establish active partnerships that strengthen student learning and improve schools.

The Office of Family and Community Advancement assists in the organization of School Parent Councils and School Site Councils, plans activities to engage families in their children's learning, and supports parents and school staff in their efforts to work together to increase student learning, especially families of English Learners and families who have children in Special Education programs.

Here are some examples of how schools may engage families in student learning:

- individual parent-teacher conferences with a focus on sharing and explaining student progress
- regular, consistent communication about classroom learning with suggested out of school activities, such as Home Links (PreK-2)
- workshops on the content your child will learn in school with tips and strategies to help your child at home
- special events, such as Math and Literacy Nights, Academic Parent-Teacher Teams, and Data Nights
- School Parent Council and School Site Council or Governing Board
- Parent University learning sessions
- opportunities to volunteer—in classrooms, fundraising activities, and fun events

Every Boston public school should:

- set aside space and resources for parent meetings
- schedule time each week for teachers to contact or meet with parents
- respond promptly to questions and requests from parents
- communicate regularly with parents in the language spoken in the home
- provide opportunities for two-way communication so that families can give input and feedback
- share and explain student data in a family-friendly format
- inform parents in a family-friendly format of strategies to improve student achievement at school and home
- provide parents with a syllabus (a written summary) of the main topics covered in each course.

Family Engagement and Title 1

All schools that qualify for federal Title I funding must have a written **Parent Engagement Policy** developed with and approved by parents. This policy should explain how parents can be involved as partners in their children's education.

In addition, every Title I school must develop a **Home-School Compact**, an agreement that defines the responsibilities that administrators, students, teachers, and parents will undertake to improve student achievement.



See pages 53-56 to learn more about Title I, the Every Student Succeeds Act (ESSA), and Home-School Partnerships.

The School Parent Council

All Boston Public Schools—including pilot schools and in-district charter schools—must have a School Parent Council (SPC). The SPC brings all parents in the school community together to support the school and advocate for quality education. As the parent or guardian of a BPS student, you are automatically a member of your School Parent Council. The SPC must elect an Executive Committee and take steps to ensure that it is active and diverse, representing all school families. The SPC also elects representatives to serve on the School Site Council (SSC) and works closely with the SSC to review the school's budget, recommend programs, sponsor events, solve problems, and raise funds for special school activities. The SPC should also elect parents as representatives to the Citywide Parent Council (CPC), the Special Education Parent Advisory Council (SpedPAC), and the District English Learners Advisory Committee (DELAC). For more information about these organizations, visit Resources for Families on pages 57-59.

What if your school does not have an SPC? Contact the Office of Advancement (OOA), 617-635-7750. They can help you work with your school leader to start one. Also, contact OOA if the school is not notifying you of SPC and SSC elections, meetings, and events.

The School Site Council

Many decisions affecting the education of BPS students are made in schools. School-based decision-making is the responsibility of the School Site Council. All schools must have a School Site Council or a Governing Board. School Site Councils approve school policies and rules and review the budget. The School Site Council also may request waivers from some BPS policies. Parents are essential members of these councils.

The Personnel Subcommittee of the School Site Council approves the hiring and transfers of teachers who are members of the Boston Teachers Union. It must have one parent member selected by the SSC's parent representatives.

Other Groups for Parents

In addition to the School Parent Council and School Site Council, BPS has groups for parents whose first language is not English and whose children have disabilities. Phone numbers are on page 9.

Welcome Centers

BPS Welcome Centers offer many services for families. Center information is listed on page 5. Call or visit one of the Centers to:

- get advice about your school choices and BPS policies
- register students for school
- apply for transfers to other schools
- fill out a change-of-address form if you move
- pick up information (in many languages) about schools, summer programs, and health and human services resources available to Boston families
- learn how you can become engaged with your child's school and support their learning at home

PLEASE NOTE: Parents/guardians must produce identification for ALL transactions at the Welcome Centers.

Parent University

Parent University offers learning experiences that support BPS families in their roles as their children's first teachers, as advocates, as leaders, and as lifelong learners. Classes are designed to help BPS parents increase their capacity to support their children's learning at home by understanding what their children will learn in our classrooms and research-based practices to help their children succeed. Parent University also offers unique opportunities that bring families together to work for school improvement. Additionally, Parent University offers classes such as financial management, health and wellness, English for Speakers of Other Languages (ESOL), computer literacy, and STEM (Science, Technology, Engineering, and Mathematics).

➔ bostonpublicschools.org/parentuniversity or 617-635-7750

Outreach to Families

- BPS uses **School Messenger** and **Talking Points**, an automated telephone, text, and email system, to contact BPS students, families, and staff. Important information such as school emergencies and reminders about events and deadlines are sent by robocalls, text, and emails. You may receive these automated calls, texts, or emails from your child's school or the BPS central office alerting you to vital information. **IMPORTANT:** *Contact the school if your phone number changes!*
- Through the **Student Information System (SIS) Family Portal** (also referred to as ASPEN), families go online to view current grades and assignments for their children, check daily attendance, summer-school status, and receive automatic notifications by email or text message. Families can also view school announcements and receive communications from teachers. To register for the SIS Family Portal, visit sis.mybps.org. There is a step-by-step guide to help you set up your account. You can find the online instructions and video at bostonpublicschools.org/SIS. Additional training opportunities may be available through your child's school.

About the School Parent Council

- Every school must have a School Parent Council (SPC). All parents who have children at that school are members. Only parents can be members.
- The SPC is where parents can express their concerns, advocate for the school, and plan school activities and events.
- The SPC elects its Executive Committee at a meeting held each year in the fall, not later than October 15. At that meeting, it also elects parents to serve on the School Site Council.
- SPC officers are supposed to meet regularly with the Principal to discuss school-wide issues.

About the School Site Council

- Every school must have a School Site Council or Governing Board.
- The School Site Council consists of parent representatives, teachers, the Principal, and associate members. High school councils also have two student members. The number of parents must equal the number of professional educators (including the Principal/Head of School).
- Parent representatives on the School Site Council are elected at the annual School Parent Council (SPC) election meeting. This meeting must be held by October 15.
- The School Site Council:
 - reviews and approves the Quality School Plan
 - reviews and comments on the entire school budget and rates on the discretionary budget
 - develops and supports plans to increase parent engagement
 - approves waivers to BPS rules and union contracts
 - reviews and approves all recommendations that will have a significant impact on the school community
 - oversees all school-based committees.
- The parent representatives on the School Site Council must report back to the SPC.
- School Site Council meetings are public meetings, open to all.

More Information:
Office of Advancement
bostonpublicschools.org/advancement
 617-635-7750

School Access for Visitors

Boston Public Schools extends a warm welcome to parents and others to visit our schools. At the same time, we must ensure that our students and staff are safe and that learning is not disrupted. Schools must be aware of who is in the building and why they are there. All schools have a video buzz-in system so that no one can enter the building without the knowledge of the office staff. Middle schools, high schools, and many K-8 schools have security professionals on-site.

In addition, we have developed the following guidelines for school visitors. “Visitors” include parents, school department employees, and others.

- All visitors must identify themselves, show photo identification, and give the reason for their visit before being granted access to the building. If they do not have a photo ID, a school administrator or their designee should be advised and talk with the individual requesting access. (Please see Superintendent Circular **SAF-12 School Access** for the most updated information regarding School Access while Covid-19 protocols are in effect. Once Covid-19 protocols are lifted, the procedures outlined below will be implemented).
- After being granted access, all visitors must sign in and show their photo identification again. Visitors must sign out before leaving. Some schools have a desk near the main entrance where visitors may sign in and out. If no one is at the desk, the visitor must go to the main office. The staff granting access to the visitor must ensure they follow sign-in procedures.
- All visitors will receive a visitor's pass when they sign in. They must return it to the office or sign-in desk when they leave. Please be sure the pass is visible while you are in the school or on school property. Visitor passes may be required at Open Houses, Parent Nights, or other school-sponsored events open to the public at the discretion of the school leader/designee.
- For the safety of our students and staff, we will consider visitors who do not sign in and cannot show a visitor's pass to be trespassing. A school staff member may ask them to leave the building and school property.
- Visitors who want to meet with a teacher or administrator must make an appointment. Teachers have time each week set aside to meet with parents. No appointment is necessary for conferences at Open Houses, Parent Nights, or other school-sponsored events open to the public. All appointments/meetings with school staff occur in a predetermined location in the vicinity of the main office or another staffed area of the building.
- Any staff expecting a visitor should notify the office with the individual's name and reason for the visit.
- Sometimes there may be a problem between a parent/guardian and a teacher or other staff member. If a meeting is scheduled to address the problem, it will occur in the office or a conference room—not in the classroom. The parent/guardian must follow regular access/ sign-in procedures and report to the main office. The parent/guardian will be escorted to the meeting place, and a school administrator will be present at the meeting.
- If parents must pick up their child before the regular dismissal, they should first call the school office. They should pick up their child in the office or other location named by the school. Parents may not go directly to the classroom to pick up their children. The school will not release a student to anyone other than a custodial parent without the parent's consent and proper identification.
- Occasionally parents or other visitors have disrupted school activities by insisting on visiting classrooms unannounced, harassing staff, shouting, or using inappropriate language. If such disruptive behavior continues, the school administrator may restrict the individual's visits or deny future access to the building and school property.
- Please see page 37 for information on CORI/SORI checks for school volunteers.

Communications Policy

Boston Public Schools, the Boston School Committee, the Superintendent, and all central and school-based staff have a responsibility to communicate accurately and in a timely manner with families, students, colleagues, partners, and the community. Ongoing communication is essential to developing and sustaining effective home/school/community partnerships for improving student achievement.

The Boston School Committee affirms these principles:

- Families and citizens have a right to know what is happening in their public schools.
- All BPS employees have an obligation to ensure that the public is kept systematically and adequately informed.
- Boston Public Schools staff and families benefit from improved sharing of information—positive and negative.
- Written and verbal communication from schools and employees should reflect the BPS commitment to supporting all children and families, focusing on student achievement through high-quality teaching and learning.
- Effective communication must be two-way: schools and the central office must find ways to listen to and garner input from families, students, and the community and respond in clear, concise language.
- All communications must reflect and be sensitive to the diversity of BPS families and staff and be free of bias concerning race, ethnicity, language, education, income, gender, religion, sexual orientation, or disability.
- BPS provides translation and interpretation services. Language assistance services are available for free. Contact your child's school for assistance. Communications shared with families should be provided in the parent's/guardian's preferred language.
- All media requests and inquiries concerning BPS staff, schools, and programs should be sent to the Communications Office.

More Information about the Communications Policy:

[bostonpublicschools.org/SuptCirculars](https://www.bostonpublicschools.org/SuptCirculars), “Policies & Procedure: Superintendent's Circulars,” then click the Communications category.

617-635-9265



Advocating for Your Child: A Problem-Solving Checklist

If you have a school-related problem, we want to help solve it. Every school should have a handbook that describes the procedures for resolving issues in the school. If you need additional help, please call the individuals or offices below in the order listed.

If possible, provide a written description of your problem. Write down the name of everyone you speak with and keep all documents and letters related to your problem.

Issues Affecting Your Child's Learning

1. Teacher
2. Principal or Head of School
3. School Superintendent*

General School Issues

1. Principal or Head of School
2. Operational Leader*

School Governance (Parent & School Site Councils)

1. Principal or Head of School
2. Office of Family and Community Advancement, 617-635-7750

Discipline

1. Principal or Head of School
2. Operational Leader*

Safety

1. Principal or Head of School
2. Operational Leader*
3. BPS Safe Schools and Bullying Prevention Hotline, 617-592-2378

Attendance

1. Teacher
2. Student Support Coordinator
3. Principal or Head of School

**Each school has an School Superintendent and an Operational Leader. To find contact information for your school's School Superintendent and Operational Leader, visit bostonpublicschools.org/regional-chart.*

Do you still need help resolving a school issue? Contact the BPS Ombudsperson.

The Ombudsperson will work directly with you to resolve your problem. The four principles that inform the work of the Ombudsperson are neutrality, independence, confidentiality, and informality.

617-635-9054 or 857-891-1363

Transportation

1. Principal or Head of School
2. Transportation Department, 617-635-9520 or schoolbus@bostonpublicschools.org
3. BPS Transportation Support Portal
bostonpublicschoolshelp.freshdesk.com/support/home

School Assignments, Transfers, Waiting Lists, and Residency

1. Welcome Services Hotline, 617-635-9046
2. School Assignment & Registration, call or visit a Welcome Center (see page 5)
3. Appeals concerning residency policy: Ombudsperson, 617-635-9054

REMEMBER: Principals and Heads of School cannot make or change school assignments or guarantee that your child can attend a certain school.

English Learner Issues

1. Teacher
2. Principal or Head of School
3. Newcomers Assessment and Counseling Center, 617-635-1565
4. Office of English Learners, 617-635-9435

Special Education Issues

1. Teacher
2. Coordinator of Special Education
3. Principal
4. Assistant Director of Special Education, 617-635-8599

To Learn More about Family/School Partnership

- ➔ Visit the Office of Advancement website
..... bostonpublicschools.org/advancement
- ➔ Visit the BPS website, contact your school, or call:
Office of Advancement 617-635-9660
BPS Welcome Centers See page 5
District English Learner Advisory Committee (DELAC) ... 617-635-9435
Partner BPS 617-635-6421/ PartnerBPS.org
Special Needs Parent Advisory Council (SpedPAC) 617-297-7335
- ➔ See pages 57-59 for a list of organizations that provide education-related resources and support for families

Did you know...

- You do not have to wait for school Open Houses to meet with your child's teacher. Teachers have time set aside each week for contact with parents.
- Call the school office to schedule a time to talk with the teacher – either at the school or by telephone.
- By the end of September, each school must give parents the name and phone number of the school staff (in addition to their child's teacher), whom parents can call if they are concerned about their child's progress.
- Each fall, teachers must give families an outline of the year's learning objectives, curriculum, and student projects.

Preparing for a Productive Parent-Teacher Conference

When the time comes for a parent-teacher conference, the proper preparation can help parents get much more out of the meeting and better understand what they can do to help their child succeed. Careful preparation will also help parents set the stage for an ongoing relationship with the teacher.

Getting a Good Start

Parents should try to establish a positive relationship with the teacher. One way to do this is to comment on something that reflects well upon the teacher. For example, thank the teacher for having made thoughtful notes on your child's homework or for the special attention in helping your child learn to multiply.

Often, at parent-teacher conferences, teachers will give parents examples of the student's work and possibly a report card. This is an excellent time to have a conversation about teaching methods and how student progress is measured. Are students assessed through tests? Portfolios? Class participation? Projects? Parents may also ask the teacher to help them understand school policies.

How is My Child Doing?

Since the parent-teacher conference is usually about 20 minutes, parents should plan to cover only a few topics. When putting together a list of questions, you might want to ask the most important ones first.

Here are some questions you might want to ask about your child:

- What is my child like during the day? Does he or she participate in class discussions and activities?
- What subjects is my child doing well in? What subjects is my child struggling with? How will the school support her/him over the next term so that s/he is at grade level in those subjects? What are some things that I can do at home to help him/her improve in the areas that need work?
- What are the standards for my child's grade level? Can you show me a piece of work that reflects the highest standard?
- How does my child interact with other children and adults?
- How much help should I provide on homework assignments?
- Is my child in different classes or groups for other subjects? How are these groups determined?
- Is my child trying as hard as he or she can?

Including the Student

A growing number of middle schools and high schools are finding that including students in parent-teacher conferences gives the student a greater sense of responsibility for his or her learning. Students will often discuss portfolios during the conference—a collection of student work that shows the student's efforts, progress, and achievements in one or more subjects. The student describes to the parents and teacher what is good about the work, what he or she learned, and where improvements can be made.

If the student is not participating in the conference, parents may ask their child beforehand if they have any concerns about school. Also, parents may wish to ask the child what his or her strengths and weaknesses are and what some favorite and least favorite subjects are. It will save time during the conference if parents have already discussed books, classes, and schedules with their child.

Parents may consider telling teachers about any significant changes that have taken place in the child's life (such as the death of a pet, a grandparent who is ill, parents who are divorcing, or a family move), or important activities in which the child is involved (such as sports, scouts, community service, or an after-school job).

Addressing Problems

Parent-teacher conferences are a good time to discuss any academic or behavioral challenges—a child might be having at school. When problems arise, parents will want to:

- Avoid angry or apologetic reactions. Instead, ask for examples.
- Ask what is being done about the problem and what strategies seem to help at school.
- Develop an action plan that may include steps that parents can take at home and steps the teacher will take when the problem comes up at school.
- Schedule a follow-up conference and decide on the best way to stay in touch (phone, email, or letters sent to the home).

Following Up

When discussing the conference with the child afterward, stress the good things covered and be direct about identified problems. If appropriate, explain to the child any action plans that were arranged.

A good way to promote a continuing relationship with the teacher is to say "thank you" with a note, email, or telephone call. Keeping in touch with the teacher, even when things are going well, can help the child do better in school. When a child knows parents and teachers regularly work together, the child will see that education is a high priority requiring commitment and effort.

— by Ted Villaire
(edited by Boston Public Schools)

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Family/School Partnership: The Home Connection

Simple Ways to Encourage Learning

Here are some simple things you can do at home to help your child learn and succeed.

- 1 Let your children know you believe in them.** Let your children hear, starting at a very young age, that you believe in their ability to do well. Continue to tell them this at every age. Help them understand the connection between effort and achievement: if they work hard at school, they will be successful.
- 2 Talk, read, and play with your children as often as possible, starting when they are infants.** These activities help them develop oral language and reading skills and expose them to new ideas and knowledge, which will help them succeed in school. Talk with them about their lives and interests. Share stories of your life with them. Read with them every day!
- 3 Involve your extended family.** Ask all the people who care about your children—aunts, uncles, grandparents, cousins, godparents, babysitters, neighbors, and friends—to encourage your children to do well in school and express their love of learning.
- 4 Limit screen time.** Set limits on your child's time on the computer and electronic devices, watching TV, playing video games, and texting—whether they are with you, with a babysitter, or alone. Children under age two should not watch TV at all. Screen time should be educationally focused and help students to reinforce or expand their learning opportunities. Less “screen” time can mean more time for exercise, imaginative play, and reading.
- 5 Show a positive attitude toward school and learning.** Express your interest in how your children are doing at school. Try asking simple questions such as “Was your best friend at school today? Did you do anything new at school?” Also, ask questions that do not have a “yes” or “no” answer, such as, “What did you do in art today?” If you can, find ways to get involved at your children's school. For younger children, go through their backpacks nightly to see their work and look for any important notices from their teachers. For older students, monitor whether your child is on track for meeting grade-level expectations by scheduling quarterly meetings with their guidance counselor.
- 6 Make sure your children do homework.** Look over your children's homework each night. Ask them to explain what they are learning. Make sure that assignments are completed. If possible, find a quiet place with good light for your children to study, and set aside time each evening for homework. Turn off the TV during homework time. If your children often say they have no assigned homework, check with the teacher. Ask if the teacher uses the SIS Family Portal or other websites to share assignments and additional information, and sign up so that you can follow your child's progress.
- 7 Help your children with time management and organization.** Make sure that they have notebooks or folders for each subject. Try to have paper, pencils, and other school supplies on hand. Give them tips on how to take clear notes and write down all school assignments. Establish a set time each day for doing homework. Children often concentrate better on homework after a break and some physical exercise—but do not leave it until just before bedtime. It is usually better to have children do the most challenging assignments first before they get tired. However, sometimes it helps to get focused by starting with something easy.
- 8 Make sure your children get enough sleep.** Children and even adolescents need at least nine hours of sleep each night to do their best in school. According to the National Institutes of Health, a child who has not had enough sleep has trouble paying attention and responding quickly and may have more behavior problems. Setting a regular bedtime for your children is another simple way to encourage learning.

Adapted from colorincolorado.org (a great resource, in English and Spanish)
For more ideas on helping your child at home, ask the teacher.

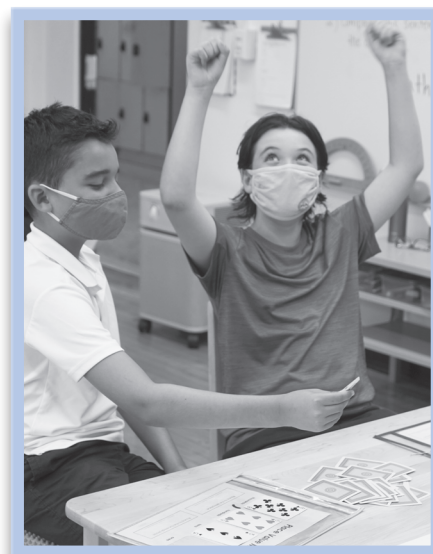
Pie R Squared

Free math help from basics to calculus
for students in kindergarten to grade 12

Monday-Thursday, 3:00-7:00 p.m.
in the lobby of the Bolling Building
2300 Washington Street, Roxbury
next to the Dudley MBTA station

Contact: 314piersquared@gmail.com

Parents and students can register
online for tutoring.
piersquared.org



Did you know...

BPS Parent University offers sessions at local schools, community organizations, and libraries on topics ranging from helping your child with homework, early childhood to school transitions, STEM, and more.

More Information: 617-635-7750

[bostonpublicschools.org/
parentuniversity](http://bostonpublicschools.org/parentuniversity)

[parentuniversity@
bostonpublicschools.org](mailto:parentuniversity@bostonpublicschools.org)

Family/School Partnership: The Home Connection (cont.)

Math Tips for Parents

- ✓ **Ask your child, "How do you know?" and "What do you notice?"** to understand and extend your child's thinking. Listen to your child's ideas and encourage them to see mistakes as part of the learning process.
- ✓ **Use household chores and everyday opportunities** to engage your child in mathematical thinking. Daily opportunities might include:
 - ▶ *Counting and Comparing:* Ask questions like, "How many trucks do you see?" "How many people are ahead of us in line?" "Can you put 10 containers of yogurt in the basket?" "Are there more apples or oranges in the bowl?"
 - ▶ *Adding and Subtracting:* Ask questions that encourage children to engage in adding and subtracting with everyday situations: "You had 6 crackers, and then you ate 2 crackers. How many crackers do you have left?"
 - ▶ *Multiplying and Dividing:* Ask questions like "If there are 6 juice boxes in a package, how many juice boxes are in 3 packages?"
 - ▶ *Geometry:* Ask your child to describe and compare shapes while taking a walk.
 - ▶ *Measurement:* Use a ruler or other measuring tool to find the length of various objects in your home. Have your child compare the length of these objects.
 - ▶ *Fractions:* "If this recipe calls for $\frac{1}{4}$ cup sugar and we want to double the recipe, how much sugar do we need?"
- ✓ **Learn how to help at home** with these online resources:
 - ▶ Parent Roadmaps to the Common Core State Standards for Mathematics, www.cgcs.org/Page/244
 - ▶ Family guides that include mathematics: www.doe.mass.edu/highstandards
 - ▶ Parents' Guides to Student Success that also include mathematics: www.pta.org/home/family-resources/Parents-Guides-to-Student-Success
 - ▶ Homework help and lots of links to resources: figurethis.nctm.org/fc/family_corner.htm
 - ▶ Videos for families that feature Boston educators talking about the Common Core State Standards in Mathematics: nctm.org/standards-and-positions/common-core-state-standards/teaching-and-learning-mathematics-with-the-common-core/
- ✓ Keep in touch with the teacher to learn whether your child is working at grade level and what the family can do at home to help improve academic progress. Many schools have Math Nights for families to learn about the school's approach to math instruction.

Reading Tips for Parents

- ✓ Play with the letters of the alphabet and practice individual letter sounds with very young children. Use sounds, songs, gestures, and words that rhyme to build vocabulary and language use. Have fun with language!
- ✓ Read aloud to your child daily.
- ✓ As you share reading experiences, point out interesting spelling and sound patterns such as "cat, pat, hat."
- ✓ Point out familiar letters and words in your home and other places you take your child.
- ✓ Have older children read aloud to you every night (even comic books are okay), and share reading and discussion in English or the language spoken at home
- ✓ Choose a quiet place, free from distractions, for your child to do nightly reading.
- ✓ Let your child see you read for work or pleasure to spark their interest.
- ✓ Ask your child questions about the characters and events in a story being read. Ask why she thinks a character acted in a certain way. Ask her to support the answer with evidence from the story.
- ✓ Take your child to the library or bookstore as often as you can. Help him apply for a Boston Public Library card—it is free!
- ✓ Encourage your child to read a wide variety of books and online materials that introduce topics and experiences they might be curious about.
- ✓ See if your child is reading a book that is tied to a movie (Harry Potter series, for example) and compare and contrast the reading to the movie adaptation.
- ✓ Encourage your child to write often by keeping a journal or diary of their thoughts, ideas, or interests.

Why should I read to my child?

Children love it when their parent, an older child, or another adult reads to them—and it is an important activity to help children develop a love of reading.

My daughter can read books on her own. Should I still read to her?

Yes! Reading to your child enhances deep listening and comprehension skills, especially with books that are too difficult for them to read on their own.

How do I choose good books for my child?

Consider your child's interests in selecting books. Select books that are culturally and linguistically interesting and introduce opportunities to learn about their diverse world. Your librarian can also help you find award-winning children's books.

What should my child read?

Children should read many kinds of texts: fiction, non-fiction, fantasy, biographies, nursery rhymes, feature articles, memoirs, and poetry. Schedule regular trips to the library. Librarians are wonderful resources to help your children find books that they will love.

Promotion And Assessment

Boston Public Schools Promotion Policy

BPS is committed to ensuring that every graduate is a lifelong learner, productive worker, responsible citizen, and thoughtful participant in our diverse communities. Every teacher, administrator, parent/guardian, and other adult involved in the lives of BPS students shares the responsibility to help all students meet these expectations.

The Promotion Policy reinforces the expectations and responsibilities outlined in the BPS Citywide Learning Standards. The Promotion Policy:

- defines the expectations we hold for all students and the strategies that schools will use to help them succeed,
- ensures that promotions are earned and based on academic achievement,
- reduces as much as possible the need for students to repeat a grade,
- ensures that students start each school year with the skills and knowledge they need to do grade-level work and that graduates are well prepared for higher education, adult life, and employment,
- ensures that students are prepared to pass the Massachusetts Comprehensive Assessment System (MCAS) tests required for graduation,
- establishes a process that supports students and demands hard work from them,
- recognizes that students learn at different rates and calls for organizational structures that respond to students' differences, and
- defines how teachers, administrators, students, and parents are accountable.

Promotion Requirements for All Grades

Students must fulfill several requirements to be promoted to the next grade. All students must earn passing grades in specific courses and maintain good attendance.

Schools may establish promotion requirements that exceed those listed on pages 18–23. The School Site Council must approve these additional requirements.

Boston Public Schools is reviewing its graduation requirements in order to better align them with the Massachusetts Department of Elementary & Secondary Education (DESE) expectations and the Massachusetts Core High School Program of Study. Please see page 23.

English Learners

Students in programs for English Learners must meet promotion and graduation requirements. However, EL students may not be retained in their grades if the only reason for not passing the required tests is a lack of English language knowledge. Students will have access to bilingual (word to word) dictionaries during all standardized assessments except those assessing English language skills and knowledge. English Learner students in their first year of enrollment in school in the U.S. are not required to take the MCAS ELA assessment as long as they have participated in the annual English language proficiency assessment for English Learner students.

English Learners, like all students, must meet district requirements for graduation and promotion. If a student is entering BPS at a high school grade, it is highly recommended that families submit a school transcript so that BPS can determine if prior coursework may be counted toward graduation requirements.

Students with Disabilities

Students with disabilities are expected to meet promotion and graduation requirements. A student's Individualized Education Program (IEP) or Section 504 Plan will describe the conditions under which the student will take standardized tests for each subject scheduled for assessment or if the student requires an alternate assessment. Alternate assessments are intended for a very small number of students with significant disabilities who are unable to take standard MCAS tests, even with accommodations. A student's 504 plan will describe what, if any, testing accommodation will be needed.

Passing Grades in Courses

Teachers base the grades they give to students on several factors, including:

- scores on classroom tests
- completion of required products—for example, a book report or science project. The Promotion Policy says students' grades on these products will count for at least 20% of their year-end grades
- homework assignments
- participation in class discussions and activities
- notebooks
- citywide tests in English, math, history/social studies, and science/technology.

A passing grade for any course, classroom test, or assignment is 60% or higher.

Keeping Track of Progress

Parents can keep informed about their children's progress through:

- report cards (see the schedule inside the back cover of this Guide)
- parent-teacher conferences
- individual reports on results of state tests
- review of homework, tests, and notebooks
- progress reports for students with disabilities, distributed with report cards, that describe how students are doing in meeting the goals outlined in their IEPs.
- Review the student's Aspen SIS information. Families and students can log in to monitor student academic progress and engage with their schools.
- For English Learners, parents receive an end-of-year report on the progress made by their child in learning English. If your child has not made progress, the district is required to inform you of options and resources needed to support your child. This may require a meeting with the teacher and Principal. It is very important that you read and respond to the letter.

The Promotion Policy and School Attendance

In addition to meeting academic requirements, students must meet state laws and BPS requirements for school attendance. Excellent attendance and school success go hand in hand. Students who are **chronically absent**—missing 10% or more of school days for any given time period—are more likely to fall behind in their classes and have difficulty staying on track academically over the long term. In addition, students with consistent attendance are more likely to show proficiency on MCAS.

BPS Attendance Policy

1. A student must attend school for at least a half-day to be marked “present.” Check with the Principal or Head of School to find out what a half-day is. In most schools, it is:
 - 3 hours in elementary school
 - 3 hours and 5 minutes in middle school
 - 3 hours and 10 minutes in high school.
2. Students who arrive after the beginning of the day must follow the school’s tardy procedures in order to be considered present for the day.
 - Please note that the Boston School Committee approved a revised attendance policy effective for the 2022-2023 school year. Key changes include:
 - Schools may no longer convert tardies to an absence, including high schools.
 - To facilitate competency-based grading across the district, schools may no longer assign grades of “No Credit (NC)” to students. The following guidance has been provided regarding credit recovery for students:
 - Passing grades should be competency-based, which may be impacted by attendance due to missed assignments or schoolwork, but should not be tied exclusively to attendance or participation.
 - It is essential that schools outreach early and often to students at risk of a failing grade.
 - As an alternative, schools may mark a student with an “incomplete” grade to enable equitable learning recovery.
 - In all cases, a student not earning a passing grade must be given the opportunity and responsibility to equitably recover any learning loss or make up the work missed within a marking period to earn a passing grade.

Early Dismissal

It is important that your child is in school for the duration of the school day. Early dismissal should only occur in the event of an emergency, and a note should be provided to school administrators to verify and approve the reason for the early dismissal.

Excused Absences

Certain absences may be excused, meaning they will not be considered as it relates to a referral to truancy court by a Supervisor of Attendance under Massachusetts General Law (M.G.L. c.119). However, it is important to understand that all missed instructional time has the potential to negatively impact student outcomes. In addition, all absences are included as they relate to chronic absenteeism, regardless of whether the absence is excused or unexcused. For an absence to be excused, students must bring in a note after each day they are absent.

- The note must include the date absent, the reason for the absence, a phone number where a parent or caregiver can be reached, and the parent or caregiver’s signature.
- The note must be provided upon returning to school, no later than **seven** school days after the absence.

Excused absences may include:

- An illness or injury that prevents the student from attending school.
 - If the illness or hospitalization results in absence for three or more consecutive days, a note from a health care provider documenting the health problem or hospitalization should be attached to the parent/caregiver note.
 - Parents/caregivers are not expected to have a note from a health care provider for an illness of fewer than three days.
 - These requirements may be adjusted based on specific public health guidance. Contact your school nurse regarding any questions or changes to this policy based on specific circumstances.
- A death in the immediate family (parent/caregiver, sibling, grandparent, aunt, uncle, cousin) or other significant personal or family crisis
- Suspension: Students should be marked as suspended. In suspension cases, the school will provide an opportunity for the student to maintain academic standing in school by being provided a list of assignments and other services that might enable the student to use the time out of school productively.
- Students assigned to Succeed Boston shall be assigned work by the school of assignment and shall be marked as suspended.
- Court appearances: Students should present evidence of the requirement of the court appearance.
- Medical or psychological tests during the school day: The parent/caregiver must show evidence (such as a note from the health center) that the tests could not be scheduled after school.
- Visits to special education schools in some cases for students with disabilities.
- Other situations: From time to time, situations over which the school, parent/caregiver, and student have little or no control may cause absences (for example, transportation that does not operate during inclement weather). These absences are excusable. The school leader may determine that the students impacted shall be marked with an excused absence.
- Other extraordinary situations, such as a family emergency, as approved by the School Site Council.
- Cultural holidays and religious holy days.
- Detailed information regarding excused absences can be found in the Superintendent Circular for attendance (ACA-18).
- **Absences that do not meet the above criteria will be considered unexcused.** In all instances of student absence, students must be given the opportunity to equitably recover any missed work or learning loss during a marking period.

What Is an Unexcused Absence?

Some parents think that any absence will be excused as long as the parent sends a note. This is not true. Here are a few examples of unexcused absences—even if the parent sends a note:

- Repetitive and chronic absence due to illness or injury without a letter from a healthcare provider verifying that the student was too sick or injured to go to school. Students who will be out for 14 or more days during a school year due to illness or injury should be referred to the Home and Hospital Instruction Program (see page 25).
- The student needed to babysit
- Cutting class (including checking in and leaving the building early)
- Family vacation during a time when school is in session
- Trip to the homeland extended beyond school vacation
- Extension of a religious or cultural holiday beyond the designated day or days on the school calendar

The Promotion Policy and School Attendance (cont.)

Whenever possible, parents should check with the Principal before allowing a child to miss school if they are not sure the absence will be excused. Teachers do not have the authority to excuse a student from school.

Students must be given the opportunity and responsibility to equitably recover any learning loss or make up the work missed within a marking period to earn a passing grade.

Students with four or more unexcused absences will be referred to the school's Student Success Team (SST). The SST will review the case and work with the family to develop a plan to help the student improve attendance.

- ➔ For the complete Attendance and Punctuality Policy, please go to [bostonpublicschools.org/SuptCirculars](https://www.bostonpublicschools.org/SuptCirculars) and click the Attendance folder. The policy is **ACA-18**.

Punctuality

Students who arrive after the beginning of the school day are tardy.

Support for Students Who Need Extra Help to Be Promoted

By the end of September, each school must give parents the name and phone number of school staff they can call if they are concerned about their child's progress.

In the middle of each marking period, the school must send "warning notices" to parents of students who are in danger of failing. The marking period schedule is inside the back cover of this Guide.

By the middle of October, teachers must identify students who are at risk of not meeting grade-level standards and requirements. They must notify parents of the problem in writing. The school may consider a variety of options to help the student succeed, such as:

- tutoring during or after school
- a change in schedule or teacher
- a referral to community-based support services.

By the end of term 2, schools must send written notices to parents of students who remain at risk of being retained. From February through June, schools must maintain written contact with those parents to inform them of their child's progress. Copies of these letters must be kept on file.

Educational Proficiency Plan

An Educational Proficiency Plan (EPP) must be developed for any student who earned a scaled score less than 472 on the grade 10 English language arts (ELA) MCAS test and/or a scaled score less than 486 on the grade 10 Mathematics MCAS test to help them reach proficiency. The Science MCAS test is not part of the EPP requirement. To note, the EPP was not required for students in the classes of 2020–2022 who were eligible for the modified CD.

The goal of the EPP requirement is to increase the likelihood that students who graduate from Massachusetts high schools have the knowledge and skills needed to succeed in college and the workforce. The Head of School is responsible for assigning staff to design, implement, and coordinate EPPs. The EPP includes:

They must follow established tardy procedures in order to be considered present for the day. All students are expected to report to school on time every day. It is the policy of the Boston School Committee (approved May 24, 2006) that tardy students should be permitted into the school building and not excluded.

It is important to remember that the requirement that tardy students be admitted to school does not equal a relaxation of the rules covering attendance or tardies.

Supervisors of Attendance

Coordinating with school-based staff, the BPS supervisors of attendance investigate and provide prevention and intervention support to address chronic attendance problems. They work in the community, visit homes, and counsel students and their families. When necessary, the supervisors of attendance file and represent chronic cases in Boston Juvenile Court.

- A review of the student's strengths and weaknesses based on MCAS and other assessment results, coursework, grades, and teacher input;
- The courses the student must take and complete in grades 11 and 12 in the relevant content area(s); and
- A description of the assessments the student will take each year to determine whether they are making progress.

Students who have EPPs must complete the requirements of the EPP and meet or exceed the Needs Improvement threshold (a scaled score of at least 220) on the ELA and Mathematics grade 10 MCAS tests (or be awarded an MCAS Performance Appeal for that subject matter) to graduate.

More information on EPP: <https://www.doe.mass.edu/ccte/ccr/epp/>

Please ask your child's Head of School for further details about EPPs.

Acceleration Academies

Acceleration Academies take place during February and April vacation weeks. They offer intensive instruction to students in grades 3–12, most in need of extra support in ELA and math at the district's lowest-performing schools.

Summer Learning Academies

Students in grades K-12 will be invited to attend the Summer Learning Academies based on these priorities:

1. Students who have not met BPS grade-level benchmarks or who are in danger of not being promoted to the next grade
2. Students who could benefit from a rigorous summer experience to make gains and be prepared for the next year
3. Students who can reasonably make enough academic gains in five weeks to be promoted to the next grade
4. Students who do not qualify for or have opted out of ESY and are not enrolled in district-run EL programming.

Support for Students Who Need Extra Help (continued)

High School Credit Recovery

Students in grades 9-12 who have failed one or more major subject courses and who have not been absent more than 30 days during the regular school year may enroll in a High School Credit Recovery Summer Learning Academy. These programs give students the chance to recover course credit and earn points toward promotion and graduation. All major courses are offered. Students also have access to online courses, which allows students to retake courses they have failed. Students may take up to two in-person or online courses.

Repeating a Grade

The National Association of School Psychologists says that holding a child back is “unlikely to address the problems a child is facing,” and promoting a student “without additional support is not likely to be an effective solution either.” On the whole, studies have shown that children who are retained do not do better over time. If the decision is made to retain a student, it is critical that we establish what will be done differently during the grade that is repeated. The guidance below outlines the decision-making process for promoting or retaining students.

Retention should only be considered when there is a lack of evidence of “meeting or exceeding the essential standards;” decisions must be grounded in evidence. To be considered for retention, there must be evidence of other interventions:

1. The student must be reviewed by the school-based Student Success Team using benchmark requirements and the student’s current academic performance.
2. Evidence of a clear, teacher-developed intervention plan to include checkpoints with family to ensure timely and consistent communication
3. Promotion can be contingent upon successful participation and completion of summer programming.
4. The School Leader will have final sign-off (after conversations with all stakeholders).

Alternative Routes to a High School Diploma

Boston Public Schools offers several programs to give adults and high school-age students who have left school a second chance to earn a high school diploma or HiSET (high school equivalency credential).

- Adult Education & Community Services 617-635-9300
- BPS website: bostonpublicschools.org/adulted
- Re-engagement Center (for students who have dropped out and want to return) 617-635-2273

Assessment: Measuring Student Progress and Achievement

Learning is an ongoing process. Throughout the school year, teachers assess students on what they have learned and what they can do in order to best meet each student’s needs. Assessments can serve different purposes, depending on the time of administration and type of assessment. Assessments include paper-and-pencil tests, computer-based tests, oral and written reports, performances, and projects.

- For specific assessments in each grade, see page 18 (K–grade 5), page 20 (grades 6–8), and page 22 (grades 9–12)
- Ask the teacher or Principal For information on your child’s performance
- 2022-2023 assessment calendar: bostonpublicschools.org/page/4753
- General questions about assessment: bostonpublicschools.org/mcas

MCAS

Every student in grades 3-10 attending a Massachusetts public school takes the statewide standards-based assessment, **MCAS (Massachusetts Comprehensive Assessment System)**. The MCAS subjects tested vary by grade and include English language arts (ELA), mathematics, and science and technology/engineering (STE).

The Next-Generation MCAS 2.0 assessments, which started to be administered the first time in Spring 2017, are designed to predict student’s readiness for college and align to the updated Massachusetts state curriculum standards. These assessments are designed to be taken on a computer, but paper and pencil versions are also available.

Educators, parents, and students use test results to:

- follow student progress
- identify strengths, weaknesses, and gaps in curriculum and instruction
- gather information that can be used to improve student performance
- identify students who may need extra academic support
- identify academic growth students have made from one grade to the next.

The Massachusetts Department of Elementary and Secondary Education (DESE) uses MCAS results and other data to determine if schools and districts are meeting standards for improving student academic performance. In addition, DESE reports on the progress and performance of schools and districts based on MCAS results. See page 53 for more information.

Assessment (continued)

The MCAS Graduation Requirement

To graduate from high school, students must earn a Competency Determination (CD) in ELA and STE, and meet coursework and attendance requirements. To earn a CD, high school students must achieve a scaled score of at least 240 on the “legacy” grade 10 MCAS ELA and Mathematics tests (or a score of 472 on the “next-generation” ELA test and a score of 486 on the “next-generation” Mathematics test); and earn a scaled score of at least 220 on a high school “legacy” MCAS STE test in one of four subjects (Biology, Chemistry, Introductory Physics, or Technology/ Engineering). Students who receive a score between 220–238 on the grade 10 ELA and Mathematics tests must successfully complete an EPP, which is an individualized plan that includes additional coursework and an assessment component. (See page 15.)

Modified Competency Determination Process for the Class of 2023

Due to the COVID-19 emergency, the Board of Elementary and Secondary Education (BESE) voted to temporarily modify the Competency Determination (CD) requirement for Science and Technology/Engineering for certain high school students according to this criteria:

- For students in the class of 2023, the CD in Science and Technology/Engineering shall be awarded upon demonstration that the student earned credit for a course in the relevant subject matter and demonstrated competency in one of the four Science disciplines (Biology, Chemistry, Introductory Physics, or Technology / Engineering) during their high school career.

For additional information about the Modified CD process, please contact the Head of School or Student Support Counselor at your child’s school.

MCAS Performance Appeals

Students who do not pass the high school MCAS tests the first time may retake them even after they leave high school. If a student has taken and not passed the English language arts (ELA) and/or Mathematics MCAS tests at least three times (or the MCAS Alternate Assessment twice), and meets the attendance and tutoring requirements, the student may be eligible to have an ELA and/or Mathematics MCAS Performance Appeal filed on his/her behalf. Due to the COVID pandemic, students in the classes of 2022 and 2022 may be waived from the appeal requirement to take the ELA and/or Mathematics MCAS a minimum of three times if they have taken these MCAS tests at least twice.

To be eligible for a Science MCAS Performance Appeal, a student must have taken an MCAS high school Science test at least one time (or completed an MCAS Alternate Assessment once), be currently enrolled in a Science class (or have completed grade 12), and meet the attendance and tutoring requirements.

For a description of the MCAS Appeals process and eligibility requirements, please visit the BPS website.

Check with your child’s Head of School to see if they are eligible to have an appeal filed with the Massachusetts Department of Elementary and Secondary Education.

More information about MCAS

- ➔ bostonpublicschools.org/mcas
- ➔ www.doe.mass.edu/mcas
- ➔ www.doe.mass.edu/mcas/testitems.html (test questions through 2021)

ACCESS for ELLs

As required by federal and state law, all English Learner students in grades K2-12 are assessed each year with the ACCESS for ELLs (Assessing Comprehension and Communication in English State-to-State for English Language Learners) assessment. This assessment measures students’ English proficiency in listening, speaking, reading, and writing. Parents of English Learner students are informed of their child’s progress in meeting English proficiency benchmarks each year.

Frequently Asked Questions

Do all students have to take MCAS?

Yes, all students enrolled in Massachusetts public schools in tested grades must participate in MCAS testing. This includes pilot and charter schools. In addition, Special Education students in private schools funded by the BPS must be tested.

How will I find out my child’s 2022 MCAS scores?

Parents will receive their child’s MCAS test report either by mail or from the school. Results from the spring 2022 MCAS should be sent in the fall of 2022.

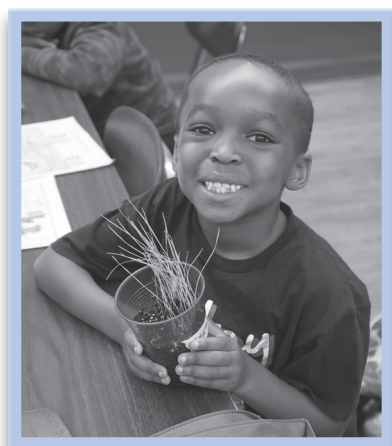
What if my child is in Special Education?

All Special Education students are required to take the tests, but students’ IEP or Section 504 Teams can make decisions regarding appropriate test accommodations. A test accommodation is a change in how a test is given or how a student responds to test questions to allow students to demonstrate knowledge and skills. The procedures should be clearly stated in the student’s Individualized Education Program (IEP) or Section 504 plan. Special Education students who need an alternate assessment will take MCAS Alternate tests (MCAS-Alt)

What if my child is an English Learner?

All English Learners must participate in all MCAS tests scheduled for their grades. The one exception applies to students in their first year of enrollment in U.S. schools, for whom ELA MCAS testing is optional.

In addition, all English Learners in grades K2-12, regardless of the number of years of enrollment in U.S. schools, must take the state’s annual English language proficiency assessment, Assessing Comprehension and Communication in English State-to-State for English Learners (ACCESS for ELLs) test. The ACCESS for ELLs test monitors students’ progress in acquiring academic English in reading, writing, listening, and speaking.



Summary of Promotion Requirements Elementary School (Grades 1-5)*

To be promoted from Grade 5, students must...

- pass English Language Arts (ELA)/English as a Second Language (ESL) each year
- pass mathematics each year
- take science and history each year
- pass a total of three out of four classes in science and history in grades 4-5
- take physical education each year
- take health/HIV education in grade 4
- complete 90 hours of arts-related instruction each year (average 30 minutes per day).

*School Site Councils may vote to establish course and test requirements that exceed those listed on this page.

Assessments that Students May Take in Elementary School

Assessment		Purpose
End-of-Unit Curriculum Assessments	2-5	Assessments of content taught in previous 4-6 weeks in each subject area
LAP-D (screening)	K0-K2	Monitor and observe the development of age-appropriate skills
EVT	K1	Measures expressive vocabulary and word retrieval
MAP Fluency Reading	K2-2	Reading fluency and comprehension at least 3 times a year
Next Generation MCAS 2.0	3	ELA and math
	4	ELA and math
	5	ELA, math, and science & technology/engineering
ACCESS for ELLs	K2-5	English language reading, writing, speaking, and listening skills for English Learners
National Assessment of Educational Progress (NAEP)	4	Measures what U.S. students know and can do in various subjects (given every 2 years)
BPS Interim Assessments	2-5	ELA and math grade-level standards proficiency
MAP Growth Reading	3-5	Universal screen for reading that provides a growth measure (between two assessment administrations)
Pre-IPT	K0	Assesses the English oral language proficiency of K0 students
Kindergarten WIDA Screener/WIDA Screener for Kindergarten	K1	Assess the English oral language proficiency of K1 students

Homework Recommendations

Homework, or Home Links in K to 2, is an important means of fostering collaboration between home and school. In addition, it enhances skills and concepts developed at school and encourages the development of self-discipline and personal responsibility.

KINDERGARTEN: Every week, children take home a suggested menu of Home Links activity sheets or other activity sheets to do with their families. These activities are based on the concepts and skills children have been learning in the classroom. Families choose at least three activities from the menu to complete over the course of the week.

Recommended average time:

30 minutes per day (Reading: 20 minutes; other activities 10 minutes)

For more information, visit: www.bpsearlylearning.org/our-curricula

GRADES 1-2: Every week children take home a Home Links activity sheet connected to the unit of study, the week's specific classroom lessons, the relevant standards (ELA, Math, History and Social Studies, Science and Engineering), and needed skills practice.

Recommended average time:

30 minutes per day (Reading: 20 minutes; other activities 10 minutes)

For more information, visit: www.bpsearlylearning.org/our-curricula

GRADES 3-5: Homework should stress work in major subject areas and should vary in form. For example, it could include oral and written exercises, study, reading for pleasure, written assignments and preparation of reports.

Recommended average time:

30-60 minutes per day

Elementary School Promotion Requirements: Kindergarten-Grade 5

K0-K2	There are no promotion requirements for students in Kindergarten.	
Grade 1	To be promoted to grade 2, students must meet both of these requirements: ❶ Receive a passing grade in ELA or ESL ❷ Receive a passing grade in mathematics.	
Grade 2	To be promoted to grade 3, students must meet both of these requirements: ❶ Receive a passing grade in ELA or ESL ❷ Receive a passing grade in mathematics	
Grade 3	To be promoted to grade 4, students must meet both of these requirements: ❶ Receive a passing grade in ELA or ESL ❷ Receive a passing grade in mathematics.	▶ Students who do not pass ELA/ESL and math and do not pass a reading test and math test will receive an "Incomplete" and must attend the Summer Learning Academies if invited. If they do not pass both courses and a reading test by the end of the Summer Learning Academies, they will repeat grade 3. ▶ If they pass reading and pass the course work for math but do not pass the math test by the end of the Summer Learning Academies, they will be promoted to grade 4 and receive extra help in math.
Grade 4	To be promoted to grade 5, students must meet all three of these requirements: ❶ Receive a passing grade in ELA or ESL ❷ Receive a passing grade in mathematics ❸ Receive a passing grade in science <i>or</i> history	
Grade 5	To be promoted to grade 6, students must meet all of these requirements: ❶ Receive a passing grade in ELA or ESL ❷ Receive a passing grade in mathematics ❸ (a) Receive a passing grade in science <i>and</i> history, if only <i>one</i> of these subjects were passed in grade 4; <i>OR</i> (b) Receive a passing grade in science <i>or</i> history, if <i>both</i> of these subjects were passed in grade 4.	



Summary of Promotion Requirements Middle School (Grades 6–8)*

To be promoted from middle school, a student must...

- pass five out of six courses in English Language Arts (ELA)/English as a Second Language (ESL) and mathematics
- pass ten out of twelve courses in science, history, math, and ELA/ESL
- complete three semesters of instruction in the arts
- complete one course of instruction in physical education each year, equal to at least 45 minutes weekly for the entire school year.
- complete two semesters of instruction in health.

* School Site Councils may vote to establish course and test requirements that exceed those listed on this page.

Homework Recommendations

Boston Public Schools educators believe that when students spend time on meaningful homework assignments, they are more likely to achieve academic success. Homework builds on classroom work and encourages the development of self-discipline and personal responsibility. It is also an important means of promoting cooperation between home and school.

Every BPS middle school student in grades 6–8 should have homework assignments every school day. Teachers in the major subject areas should coordinate homework assignments. Certain subjects should be scheduled for certain nights so the total amount of home assignments are consistent each evening and can be completed within the expected time. Homework should be a factor in a student's report card grades.

Recommended average time:

2 hours per day

Assessments that Students Take in Middle School

Assessment	Grades	Purpose
End-of-Unit Curriculum Assessments	6–8	Assessments of content taught in previous 4-6 weeks in each subject area
BPS Interim Assessments	6–8	ELA and math grade-level standards proficiency
MAP Growth	6–8	Universal screen for reading that provides a growth measure (between two assessment administrations)
Exam School Admissions Test	6 and 8	TBD
Next Generation MCAS 2.0	6–7 8	ELA and math ELA, math, and science and technology/engineering
ACCESS for ELLs	6–8	English language reading, writing, speaking, and listening skills for English Learners
National Assessment of Educational Progress (NAEP)	8	Measures what U.S. students know and can do in various subjects (given every 2 years)

Middle School Promotion Requirements: Grades 6-8

Grade 6	To be promoted to grade 7, students must receive a passing grade in a total of three courses from the following subject areas: ELA/ESL, mathematics, science, and history/social science. To pass math, students must pass the end-of-year math assessment or end-of-summer math assessment.	▶ Students who do not pass both ELA/ESL and math must attend the Summer Learning Academies. ▶ Students who do not pass ELA/ESL and math by the end of the Summer Learning Academies will fail the course(s) for the year and must repeat them.
Grade 7	To be promoted to grade 8, students must receive a passing grade in a total of six courses from the following subject areas in grades 6 and 7: ELA/ESL, mathematics, science, and history/social science. The courses must include at least: - three ELA/ESL+ math courses - one science course - one history/social science course	▶ Students who do not pass both ELA/ESL and math must attend the Summer Learning Academies. ▶ Students will earn credit for the course(s) only if they attend the Summer Learning Academies and pass required coursework. Students who do not attend will fail the course(s).
Grade 8	To be promoted to grade 9, students must receive a passing grade in a total of ten courses from the following subject areas in grades 6, 7 and 8: ELA/ESL, mathematics, science, and history/social science. The courses must include at least: - five ELA/ESL + math courses - two science courses - two history/social science courses	▶ Students who do not pass both ELA/ESL and math must attend the Summer Learning Academies. ▶ Students will earn credit for the course(s) only if they attend the Summer Learning Academies and pass required coursework. Students who do not attend will fail the course(s). ▶ Students who do not meet grade 8 course requirements by the end of the Summer Learning Academies will be retained. Students who have already been retained in middle school may be retained again only after a case review by the Principal, teachers, support staff, and parents.

Arts, Health Education, and Physical Education

Art	To be promoted to Grade 9, students are encouraged to complete 90 minutes of art, dance, music, or theatre each week or an equivalent amount of hours within a school year.
Health Education	To be promoted to Grade 9, students must complete two semesters of Health Education inclusive of Sexual Health Education at different grade levels.
Physical Education	To be promoted to Grade 9, students must complete a PE course each year. Schools are required to provide students with at least 45 minutes of weekly PE and aim for 80 minutes of weekly PE. This language aligns with the BPS Wellness Policy.



High School Promotion and Graduation Requirements *

Under the BPS high school promotion and graduation policy, students follow a “personal road map” to graduation that they develop with help from their advisors, teachers, mentors, and family members.

Each BPS high school follows one of three pathways that prepare all students for college, other post-high school training, and rewarding careers. All pathways allow some flexibility as to when students take some courses. For example, one student might take U. S. History 1 in grade 10, while another student might take it in grade 11. Some students will need more than four years to complete all the graduation requirements.

When choosing a high school, students and families should be sure to learn about the pathway the school follows toward a BPS high school diploma.

* Graduation requirements are under review.

Homework Recommendations

Boston Public Schools educators believe that when students spend time on meaningful homework assignments, they are more likely to succeed academically. Homework builds on classroom work and encourages students to develop self-discipline and personal responsibility. It also promotes cooperation between home and school.

Homework provides opportunities to continue to explore content from the day's lessons, prepare for the next day's lessons, and deepens students' understanding. The school should have a homework plan that fits the school's curriculum.

Teachers should coordinate assignments so students do not have too much homework on any given night. For instance, a school might assign reading and writing every day; math and history on Monday, Wednesday, and Friday; and science and world language on Tuesday and Thursday. Homework makes up part of the report card grade.

Recommended average time:

2½ hours per day

Assessments that Students May Take in High School

Assessment	Grade	Purpose
BPS End-of-Course Assessments	9-12	Assessments of content taught in previous 4-6 weeks in each subject area
MCAS 2.0 ELA and Math	10	ELA (reading comprehension, composition, and understanding of language and literature) and Math (Number and Quantity, Algebra and Functions, Geometry, and Statistics and Probability)
Legacy MCAS ELA and math	10-12	ELA and Math (if not passed previously, students retest to reach a score of Proficient/Advanced or Needs Improvement)
MCAS 2.0 Biology or Introductory Physics	9	(If enrolled in these courses) <i>Students must pass one science test to graduate.</i>
Legacy MCAS Chemistry and Technology/ Engineering	9	(If enrolled in these courses) <i>Students must pass one science test to graduate.</i>
Legacy MCAS Science and Technology/ Engineering	10 and 11-12	(If not passed previously) For students taking biology, chemistry, introductory physics, and technology engineering. <i>Students must pass one science test to graduate.</i>
ACCESS for ELLs	9-12	Reading, writing, speaking, and listening skills in English for English Learners
Preliminary SAT (PSAT)	10-11	Practice for SATs; assesses math and evidence-based reading/writing; scores used to name National Merit Scholars
SAT School Day ACT™ Assessment	11-12	Used by most colleges and universities to make admissions decisions. SAT School Day assesses math and evidence-based reading/writing (ACT: tests English, reading, math, and science)
National Assessment of Educational Progress (NAEP)	12	Measures what U.S. students know and can do in various subjects (given every 2 years in a few sampled schools)
STAMP Assessment	12	A world language proficiency assessment student may take to qualify for the state Seal of Biliteracy
BPS Interim Assessments	9-11	ELA and math grade-level standards proficiency
MAP Growth	9-11	Universal screen for reading that provides a growth measure (between two assessment administrations)

High School Graduation Requirements*

Boston Public Schools is reviewing its graduation requirements in order to better align them with Massachusetts Department of Elementary & Secondary Education (DESE) expectations and the Massachusetts Core High School Program of Study. (www.doe.mass.edu/ccte). Students who do not score at least 240 on MCAS grade 10 math and ELA must take and pass course work in these subjects in grades 11 and 12.

Pathway I	- Take and pass four English (or ESL) courses - Take and pass three history courses, including U.S. History 1 & 2 - Take and pass four integrated math sequence Math 1, Math 2, Math 3, or the traditional sequence Algebra 1, Geometry, and Algebra II with a 4th year choice of PreCalculus, Calculus, Statistics, or Advanced Quantitative Reasoning - Take and pass three lab science courses, including at least two of the following: biology, chemistry, physics - Take and pass two years of the same world language courses (or two additional ESL courses) - Take and pass two semester courses in the arts - Take and pass four semester courses in physical education - Take and pass one semester course in health - Take and pass one semester course in computers - Earn a Competency Determination (CD) in MCAS ELA, math, and science & technology/engineering (see page 17)
Pathway II	- Take and pass four humanities courses, which meet current standards for English and U.S. History 1 & 2 - Take and pass four math courses, including integrated sequence Math I, Math 2, and Math 3 or the traditional sequence Algebra I Geometry, and Algebra II with an additional 4th year course consisting of PreCalculus, Calculus, Statistics, or Advanced Quantitative Reasoning. - Take and pass three lab science courses, including at least two of the following: biology, chemistry, or physics - Take and pass two years of the same world language courses - Take and pass two semester courses in the arts - Take and pass four semester courses in physical education - Take and pass one semester course in health - Take and pass one semester course in computers - Earn a Competency Determination (CD) in MCAS ELA, math, and science & technology/engineering (see page 17)
Pathway III	A school can develop its own list of required courses that meet state standards and are approved by BPS. Pathway III schools currently include the exam schools, some pilot schools, Horace Mann charter schools, Madison Park Technical Vocational High School, and Alternative Education programs.

*School Site Councils may vote to establish course and test requirements that exceed those listed above.

Questions and Answers about the High School Graduation Policy

If students fail some of their courses, do they have to repeat the whole year?

No. They can retake those courses in the following ways: during the summer, during the academic year, or online (see pages 15-16)—but they can move ahead in the subjects they passed. For more information, see your school guidance counselor.

Seniors also have access to a district-wide summer graduation in August if they miss their school graduation.

If students take different courses in different years within the pathways, when will they take Grade 10 MCAS?

Students must participate in MCAS tests only for the grade in which they are enrolled. Grade 10 students must take the grade 10 ELA and Mathematics tests and one of the four high school STE tests if they did not participate in STE in grade 9. The only exception applies to Grade 10 EL students who are in their first year of enrollment in a U.S. school, for whom ELA testing is optional.

What is the MassCore Program of Study?

MassCore is a state-recommended, rigorous program of study that aligns high school coursework with college and workforce expectations. The recommended program of studies includes 4 years of English; 4 years of Math; 3 years of lab-based Science; 3 years of History/Social Science; 2 years of the same world language; 1 year of the Arts; 5 additional years of “core” courses in any of the above subjects, business education, career, and technical education, health, or technology. Additional learning opportunities such as Advanced Placement courses, dual enrollment, a senior project, online courses for high school or college credit, and service- or work-based learning are recommended. Students who complete the MassCore program of study are better prepared for college and career.

Whom should students and their families ask about your High School Graduation Policy?

- ➔ Your school’s Guidance Department
- ➔ BPS Guidance Department..... 617-635-8030

Special Programs

Special Education and Student Services

Students with disabilities have many rights and protections under federal and state law. As regulated in the Individuals with Disabilities Education Act (IDEA), all children with disabilities have the right to free and appropriate public education (FAPE) designed to meet their individual needs and prepare them for further education, employment, and independent living. Students with disabilities must be educated in classrooms with non-disabled students as much as possible. This is also known as the Least Restrictive Environment (LRE).

The Office of Special Education provides a variety of settings for students with disabilities:

- **Full inclusion:** Students are educated alongside students without special needs for 80% of the school day or more in the general education classroom
- **Partial inclusion:** Students may spend up to 60% of the school day outside of the general education classroom
- **Substantially separate setting:** Students spend more than 60% of the school day outside of the general education classroom
- Some students with high levels of need are enrolled in **special schools in public or private day or residential settings** and receive all of their instruction and services in these separate Special

Education schools. BPS has three day schools for students with disabilities with high levels of need:

- The Horace Mann School for students who are deaf or hard of hearing
- The Carter School for students with multiple disabilities
- The McKinley Schools for students with emotional impairment.
- **Related services:** Direct and/or consultative special education services specific to vision and/or hearing loss.

If you suspect that your child is having difficulty making progress in school due to a disability, you have the right to request an evaluation of your child to determine if he or she has a disability and whether or not the disability is impacting their access to general education. Ask the Principal/Head of School or the Coordinator of Special Education (COSE) at your school for more information.

More Information

- ➔ Special Education 617-635-8599
bostonpublicschools.org/Special-ed
- ➔ Massachusetts Department of Elementary and Secondary Education, www.doe.mass.edu/sped/parents.html

English Learners

BPS has made high-quality instruction for English Learners a top priority. The BPS provides various choices and services to help these students learn academic English as they study literature, writing, math, science, history/social studies, the arts, physical education, and other subjects. Our vision is to provide a culturally and linguistically responsive education with the supports needed to ensure that all our English Learners have equal access to opportunities that promote language acquisition, bilingualism, biliteracy, and lifelong learning.

Who is an English Learner?

English Learners (ELs) are students who are native speakers of languages other than English and who are not yet proficient enough in academic English to perform classwork in English without language support. More than 15,000 students in BPS (32% of all BPS students) are classified as English Learners.

How are students placed in EL services?

The parent/guardian of every child entering BPS for the first time must complete a home language survey at the time of registration. If the survey indicates that the child might qualify for EL services, the district must assess the child's academic English proficiency in four areas: listening, speaking, reading, and writing. Parents and guardians of children who qualify for EL services have the legal right to be informed of the options and benefits of EL services available in a way they can understand and then choose the option they (parent or guardian) believe best fits their child's needs. No matter in which school your child is enrolled, s/he has the right to receive services. Parents of English Learners also have the right to "opt-out" of EL services for their child and have the child assigned to an English-only, general education classroom.

What program options are available for English Learners at BPS?

Under state law, all ELs have access to receiving English as a Second Language (ESL) instruction, which is designed to teach English to ELs. All teachers of ELs who teach the core academic subjects (such as math, social studies, and science) must have special training and hold an SEI (Sheltered English Instruction) Endorsement in addition to their teaching license. Teachers who provide native-language instruction must have training and possess the Bilingual Education Endorsement (BEE).

BPS offers the following programs to support English Learners:

- **ESL in General Education or Special Education.** In this program, any student with an English Language Development (ELD) 1-5 who is assigned to a school without a formal SEI program will receive explicit ESL instruction. For some students who are ELD 4-5, they can also receive ESL integrated into their English/Literacy course. All students ELD 1-5 in General Education or Special Education programs receive content instruction by a teacher who is SEI endorsed.
- **Language-Specific Sheltered English Instruction (SEI).** In this program, English language development is incorporated throughout the day with strategies to make core academic content instruction more comprehensible to ELs who are ELD 1-3. Instruction is conducted in English, with native language support for students. Students in this classroom speak the same native language and have English Language Development (ELD) Levels 1 to 3. Sheltered instruction is intended to make instruction in grade-level academic content areas more accessible to EL students. BPS has SEI programs in Spanish, Haitian

English Learners (continued)

- Creole, Cabo Verdean Creole, Vietnamese, Chinese, and multilingual settings.
- **Dual-Language Education.** Dual language education allows students to study academic content in two languages. The goals are to develop bilingualism and biliteracy, ensure high levels of academic achievement, and help students develop cross-cultural competence. BPS offers Two-Way Immersion dual language programs for Spanish, Haitian Creole, Vietnamese, and American Sign Language (ASL). In Two-Way Immersion, the classrooms are composed of students who are native English speakers and students who are native speakers of the partner language. All students learn to read, write, speak and understand both languages while they learn core academic content that is taught by qualified teachers in these two languages. English Learner students in dual language programs also receive language instruction from a qualified teacher to ensure that they are becoming proficient in English.
 - **High-Intensity Language Training (HILT) for Students with Limited or Interrupted Formal Education (SLIFE).** BPS recommends this program for students ages 8 or older who are newcomers to the United States, who have little or no literacy in their native language, or whose formal schooling was limited or interrupted in their native country.
- In HILT programs, students receive:
- High Intensive academic English language and literacy development
 - Native language instruction designed to help them learn reading, writing, math, science, and history/social studies, when available
 - Additional classes such as technology, arts, and physical education.
- **In schools without formal EL programs, any student with an ELD 1-5 receives explicit ESL instruction from a qualified teacher and sheltered instruction to make core academic instruction and grade-level academic content more accessible.** If you would like to decline any of these English Learner programs or services, schedule a time to meet with your child's school Principal, who will explain your options and rights. After this initial meeting, if you would still like to decline services, your request will be formally submitted and approved by the Office of English Learners.

The state law called the LOOK Act allows the district flexibility to implement new language programs for English Learner students and affirms the importance of students' native language. The LOOK Act also allows for the parents of 20 or more students to request that the district implement a specific language instruction program. The district shall respond to this request within 90 school days. Please contact the Office of English Learners for more information about these options.

More Information on English Learning

- ➔ BPS Office of English Learners617-635-9435
oell@bostonpublicschools.org
- ➔ BPS Newcomers Assessment and Counseling Center617-635-1565
- ➔ Massachusetts Department of Elementary and Secondary Educationwww.doe.mass.edu/ele

The Newcomers Assessment & Counseling Center (NACC)

617-635-1565
Bolling Building, 2300 Washington St., Roxbury
nacc@bostonpublicschools.org

Language testing for students registering for Boston Public Schools in grades K2-12 to determine whether they would benefit from English Learner services.

NACC provides the following services to families and students:

- ☑ Testing in the native language and English
- ☑ Counseling on EL program options and school choices
- ☑ Orientation to BPS and city services
- ☑ Information and resources for families

NACC Hours of Operation

- August-June Monday - Friday 9:00 a.m. - 5:00 p.m.
- July Monday - Thursday 9:30 a.m. - 6:00 p.m.

Students Who Are Experiencing Homelessness

Students who are experiencing homelessness need stable learning experiences in school. The BPS Homeless Education Resource Network (HERN) offers a variety of resources and support to students experiencing homelessness.

More information

- ➔ Homeless Education Resource Network617-635-8037

Home and Hospital Instruction

BPS provides home and hospital instruction for students who must remain at home or in a hospital setting, or a combination of both, for at least 14 school days in any school year. Before a student can receive these services, a licensed physician must complete a state form, which can be obtained from your child's school nurse.

More information

- ➔ Student Support617-635-6633

Homeschooling

Parents who live in Boston and want to homeschool their children must submit an application to the BPS Office of Expanded Learning Opportunities for approval. They must demonstrate that their home education proposal follows the Guidelines for Home Education in Massachusetts and meets the requirements of the state's curriculum hours for grade levels. Parents or guardians who home school must submit an end-of-year assessment each year. Homeschooling authorization is granted upon receipt of the application.

More information

- ➔ Expanded Learning Opportunities 617-635-8880

Special Programs

Alternative Education

Boston Public Schools offer a variety of alternative education programs and services for middle school and high school students who are not succeeding in a regular school setting. The programs provide intensive support services and different approaches to learning. It is important to note that not every student who requests an alternative program will be placed in a program.

Some of the programs are:

- The **BPS Re-engagement Center (REC)** is the referring office for all potential alternative students. REC helps students who have dropped out of high school (or are thinking of dropping out) to complete high school and continue their education and career preparation beyond high school.
- **Boston Adult Technical Academy (BATA)** serves students ages 18–22 who are considered over-age for their grade. Some of these students are English Learners.
- **Accelerated Diploma Program at Brighton High School (ADP)** The ADP program is a voluntary, competency-based program for students who have struggled in traditional settings.
- **Accelerated Intervention Program at Excel High School (AIP)**
- **Charlestown Diploma Plus** serves students from all BPS high schools who have not succeeded in regular programs and need a rigorous competency-based education supported by a small, personalized learning culture.
- **Greater Egleston High School** An Alternative School serving 125 students, grades 9-12. It enrolls students ages 15-21 who are over age and under-credited. GEHS supports students with a holistic approach that encourages social emotional growth, positive decision making, collaboration and critical thinking. Academic classes are small, providing students the attention they need to be successful.
- **Community Academy** (grades 9-12) enrolls students who need a structured, positive small learning community focusing on behavior and positive involvement in school.
- **Boston Day and Evening Academy (BDEA)** engages young adults to build a vision for their future through supportive relationships and meaningful competency-based learning experiences.
- **Boston Central Adult High School** provides diplomas and the **High School Equivalency Examination (HiSET)**. Students and their families may choose these programs if they have had a negative school experience or want to take a different path toward a high school diploma.

Boston Collaborative High School (BCHS), offers additional programs as part of a partnership with community-based organizations:

- **ABCD University High School** offers non-traditional learning and year-round programming for over-age students, focusing on career development.
- **Ostiguy High School** is for students coping with substance abuse.
- **LogOn Academy** is an online program for over-age, under credited students who want accelerated online learning with added teacher instruction and support.
- **Otro Camino (Another Path)** is for English learner students. Students receive necessary EL supports while also benefiting from a project-based learning model.

- **St. Mary's School** is for expectant and parenting students using online, portfolio, and project-based learning. St. Mary's students receive new parent and daycare support resources.

More Information on Alternative Education

- ➔ Re-engagement Center.....617-635-2273
- ➔ Information on GED.....www.doe.mass.edu/hse

Advanced Work Class & Excellence for All

The district continues to engage with families, school leaders, educators, and community partners in conversations about the future of the AWC program as enrollment declines.

This school year, BPS offers the Excellence for All (EFA) initiative in 16 elementary and middle schools. EFA offers schools a host of resources meant to raise the level of rigor and expand opportunities for all students in grades 3-6. Teachers in EFA schools receive ongoing coaching and professional development to provide more challenging and culturally relevant instruction. Students receive a host of interventions (e.g., reading, math) and enrichments (e.g., world language and STEM courses) that help them develop critical skills needed for future success.

If you have further questions about the programs or the selection process, please contact the following offices for more information:

- ➔ **Questions about the programs**
Curriculum & Instruction617-635-9202
- ➔ **Questions about school choice forms and online emails**
Welcome Services617-635-9512
- ➔ **Questions about school options**
Any BPS Welcome Center (see page 5)

For more information and a list of schools offering these programs, visit:

- ➔ bostonpublicschools.org/AWC

The Exam Schools

There are three examination schools within BPS for grades 7-12.

Boston Latin School, founded in 1635, is the oldest school in the United States, serving an economically and culturally diverse population. BLS seeks to ground its students in contemporary classical education to preparation them for successful college studies, responsible and engaged citizenship, and a rewarding life.

Boston Latin Academy offers students a rigorous curriculum in a nurturing and personalized environment. Moreover, the school is one of the most diverse in the state in terms of race, culture, and language, affording students an experience that mirrors the real world.

The John D. O'Bryant School of Mathematics and Science is a diverse, supportive community of learners engaging in a rigorous and comprehensive Science, Technology, Engineering, and Mathematics program integrated with Humanities. Our college-preparatory exam school enables our students to reach their full potential and become leaders who will shape the direction of society.

All three schools admit new students entering grades 7 and 9. O'Bryant also accepts a limited number of new students to grade 10. These schools are among the top-performing public schools in the country. They offer students a college prep and classical curriculum, opportunities for sports, participation in the arts, student club activities, internships and leadership positions, and partnerships with area colleges and businesses.

➔ For more information regarding the admissions process to the three exam schools, visit bostonpublicschools.org/exam

Residency for Exam School Applicants

To apply for and attend an exam school, both the student and the parent/guardian must live in the city of Boston.

If a student is discharged due to a residency violation, he/she may not return to an exam school within the same school year. Students must re-apply for the next entry grade and be able to prove Boston residency.

Exiting an Exam School

- Exam school students who want to move to another BPS non-exam school may apply for a transfer through the end of November.
- The exam school must conduct an exit interview and give the student an exit letter. The student must bring this letter when submitting a transfer request at a BPS Welcome Center.
- Students who transfer out of an exam school may be able to re-enter the school within the same school year with the Head of School's permission.

More Information about Exam Schools

- ➔ Welcome Services 617-635-9512 or 617-635-9505
- ➔ bostonpublicschools.org/exam
- ➔ Call any BPS Welcome Center (see page 5)
- ➔ See page 44 for more on the residency requirement

Career and Technical Education (CTE)

BPS offers a wide array of CTE opportunities to allow students to compete for rewarding careers in over 25 fields. CTE provides hands-on learning that builds academic and technical knowledge, problem-solving skills, employability skills, and specific career skills that lead to industry credentialing. Our goal is that every CTE student possesses strong academic, technical, and professional skills upon graduation in order to access rigorous post-secondary opportunities, including two- and four-year college degrees, certification, and technical training programs and apprenticeships.

BPS students can select from over 40 Pathways through three types of Career and Technical Education programs.

- **Chapter 74** programs are offered at Madison Park Technical Vocational High School, The English High School, Boston Arts Academy, Boston Green Academy, and Kennedy Academy for Health Careers. These programs meet the definition of vocational-technical education contained in Massachusetts General Law Chapter 74 and the Perkins Act and are approved by the Department of Elementary and Secondary Education.
- **Non-Chapter 74** CTE Pathways are offered in Boston's comprehensive high schools, including Boston International, East Boston, Jeremiah E. Burke, John D. O'Bryant, New Mission, and TechBoston Academy. These programs meet the definition of vocational-technical education contained in the Perkins Act and are approved by BPS.
- **Innovation Pathway** CTE Pathways offered at the Dearborn STEM Academy and Excel High School are approved by the Department of Elementary and Secondary Education and include college-level coursework.

Out of district vocational requests

Non-resident student tuition applications for any out-of-district vocational placement requests must be submitted by email or mail to the Executive Director of Career and Technical Education before April 1, 2023, for consideration for the upcoming fall. Students exploring this option should contact the Office of Career and Technical Education for help with this process.

All individuals, including those who are members of special populations, are provided with equal access to career/vocational-technical education programs, services, and activities and are not discriminated against based on their status as members of special populations or race, color, sex, national origin, disability, religion, sexual orientation, gender identity, or English language proficiency. Perkins Sections 122 & 134, Vocational Technical Education Regulations 603 CMR 4.03(4) (6) (7), M.G.L.c.76, Section 5.

More Information about the specific pathways each school offers

- ➔ bostonpublicschools.org/cte

Services for Students

Health and Wellness

BPS actively promotes the physical, social, and emotional wellbeing of all students to support both their healthy development and readiness to learn. Healthy students are better learners.

BPS is:

- improving student health literacy and physical literacy
- improving school-based healthcare
- promoting healthy behaviors
- creating a healthier school environment and climate

The BPS District Wellness Policy (**HWD-01**) is a road map to help guide schools in this work. The policy includes comprehensive health education, healthy food and drinks, safe and supportive schools, healthy physical environments, health services, cultural proficiency, physical education, and physical activity. More information: bostonpublicschools.org/hwd

Behavioral Health Services

The Behavioral Health Services department has school psychologists assigned to all BPS schools that provide district-wide services. The Behavioral Health Services department provides behavioral health services including prevention, at-risk, and intensive services. In addition, the Behavioral Health Services team is the mental health crisis response team for the district and helps schools and students after traumatic events have occurred. To speak to a school psychologist about your child, please call your child's school. All schools have school-based social workers who are available to support your child. Many schools have community mental health partnerships that offer services within the school or the community. If you are interested in your child receiving counseling services, please reach out to the school to ask about their mental health partnerships.

More information: Behavioral Health Services, visit cbhmboston.com or bostonpublicschools.org/behavioral-health or call Andria Amador, Sr. Dir. of Behavioral Health Services, 617-635-9676

Succeed Boston

Succeed Boston @ the Counseling & Intervention Center (Succeed) serves a range of BPS students online and in-person by providing trauma-informed care, community circles, restorative practices, and social-emotional learning (SEL) skill development such as anger management, stress reduction, empathy building, individualized academics, and substance use education.

Succeed has three distinct programs:

1. The **short-term program for students in grades 6-12** provides individual and group counseling and social and emotional skill-building classes to students who have been involved in Code of Conduct violations impacting the physical/ mental health of another that may in suspension, by cultivating students' growth through planting "**SEEDS**" **Social, Emotional, Educational, & Decision-making Skills**, which promote the ability to assess risk, consider consequences, and repair harm. The voluntary one-day prevention/education is for students in grades 1-12 who could

benefit from learning about bullying, bias, anger management, violence prevention, conflict resolution, boundaries, internet safety, healthy relationships drug and alcohol education, and prevention.

2. The **Substance Use Program (SUP)** is a voluntary program for students whose use of drugs or alcohol is of concern. This program provides education about the effects of drugs, edibles, vaping, and alcohol and provides students with alternative ways to deal with stress and connections to outside resources, if needed. **If you would like your student to attend a voluntary workshop, please call your student's school.**

For more information

➔ succeedboston.org

➔ Jodie Elgee, Senior Director 617-635-8123

Health Services

Nursing services are available in all of our schools. If you need to speak to the school nurse, please call the school office.

All school nurses are licensed to practice nursing in Massachusetts and are certified by the Department of Elementary & Secondary Education. The responsibilities of school nurses include:

- evaluating and managing the health needs of all students,
- identifying and managing students with special health needs,
- working with other school-based groups to provide safe and healthy environments,
- monitoring and administering medications and medical procedures as prescribed by a student's primary care provider or medical specialist,
- providing first aid and emergency care,
- helping families to get health insurance and find a healthcare provider,
- managing the control of communicable diseases,
- in high schools, working with other staff on the Condom Availability Team to provide access to condoms and reproductive health counseling.

You can help the school nurse care for your child by:

- making sure the nurse knows if your child has any chronic or acute illnesses (diabetes, sickle cell, asthma, seizure disorder, etc.) or needs nursing services while in school so that we can provide appropriate accommodations.
- communicating with the nurse if medication or health needs change.
- providing evidence, upon entry, of a physical exam with all up-to-date immunization (exam must be within 12 months).
- updating your child's emergency contact information on file at the school so the school can always reach you.
- giving the nurse permission in writing to discuss your child's healthcare needs with the child's healthcare provider. (See bostonpublicschools.org/healthservices for forms.)

Immunizations

According to state law, students must be vaccinated for certain diseases before they may enter school. BPS requires that students have immunizations that are up-to-date for school entry when they register for school. By Massachusetts law, students who do not provide documentation of their current immunization status (including dates of each immunization) will be asked to leave school until the student is fully immunized.

Documentation of immunizations is critically important. Parents are responsible for keeping immunizations current and informing the school nurse when their child has received additional immunizations. School nurses review immunization records regularly.

Required Immunizations to Register for the 2022-2023 School Year

(Note: requirements are for this year only.)

	K0/K1 (ages 3-4)	K2 (ages 4-5)	Grades 1-6	Grades 7-12
Hepatitis B	3 doses*	3 doses*	3 doses*	3 doses*
DTaP/DTP/ DT/Td	≥ 4 doses DTaP/DTP	5 doses DTaP/DTP	≥ 4 doses DTaP/DTP or ≥ 3 doses Td	4 doses DTaP/DTP or ≥ 3 doses Td
Tdap	-	-	-	1 dose
Polio	3 doses	3-4 doses^	3-4 doses^	3-4 doses^
Hib	1-4 doses	-	-	-
MMR	1 dose*	2 doses*	2 doses*	2 doses*
Varicella (Chickenpox)	1 dose*	2 doses*	2 doses*	2 doses*
MenACWY (Meningococcal conjugate)	-	-	-	1 dose gr 7-10 and 1 dose gr 11-12 (age 16)

^ the last dose must be on or after the 4th birthday and ≥ 6 months after the previous dose, or an additional dose is required

*or documentation of disease

- For more information, visit www.mass.gov/service-details/school-immunizations. Contact BPS Health Services at 617-635-6788 if you have questions.
- It is strongly recommend that your child have a **Tuberculosis Risk Assessment** at the annual physical.
- Meningococcal vaccine** is not required for school entry. However, the Massachusetts Department of Public Health requires one dose of meningococcal vaccine (MenACWY) for children entering grade 7, ages 11–12, and an additional dose for adolescents in or entering high school (age 16).
- SPECIAL SITUATIONS** Except in an emergency or epidemic, students may start school if a parent or guardian presents a written statement (1) from a physician that their child has not been immunized for medical reasons, or (2) that the child has not been immunized due to his or her religious beliefs.

Physical Examinations

While parents have final responsibility for their child's health, the school is responsible for the safety and well-being of students while they are in school. Under state law, students new to the school system must present results of a complete physical examination within one year prior to entrance to school or within 30 days after

they enter school. If your child is new to the school, it is mandated to bring a copy of the immunizations and physical exam to the nurse on the first day of school, even though you may have given them at registration. This information is necessary to provide the best healthcare to students during the school day. All continuing students must have a physical exam in grades 4, 6, and 9.

Physical Examinations for Student-Athletes

Student-athletes must pass a physical examination within thirteen (13) months before the start of each sport season. Please note that many healthcare providers need at least two weeks to copy records.

Taking Medications in School

In most cases, only the school nurse may administer medication to students in school. However, there are three circumstances when someone other than a nurse may give a student medication:

- When the student is on a field trip, the nurse may delegate and train another adult to administer the medication(s).
- Students who are at risk for life-threatening allergic reactions may be administered emergency medication, such as an EpiPen, by school personnel. The nurse is responsible for training and supervising all individuals involved in giving medication.
- Some students may administer their own medication, such as an asthma inhaler. To allow this, the parent must contact the school nurse to arrange a Self-Medication Plan.

In order to administer prescription medications, the nurse must have an order from the student's primary care provider and signed parent/guardian's permission. Non-prescription ("over the counter") medications such as Tylenol or Motrin can be given with orders provided by the BPS school physician and also require parental permission. Ask the nurse in your child's school for the permission form. Parents must supply their child's prescription medication, which must be in the original pharmacy container. Always let the school nurse know if the doctor has changed the medication type or dose. Medication authorization forms, which have been signed by the child's healthcare provider and legal guardian, must be brought to the school nurse. Also, provide the nurse with treatment plans for chronic medical conditions (food allergies, asthma, seizures, sickle cell, etc.).

Health Insurance

Health insurance is available for every child in Massachusetts. If you need more information about insurance and healthcare, call the Mayor's Health Line, 617-534-5050. If you have insurance, please fill out a Student Information Update form which can be found at bostonpublicschools.org/familyguide.

Health Screenings and Other Programs

School nurses screen for a number of health issues, from hearing and vision to substance use.

The frequency of screenings for height, weight, dental, hearing, vision, and scoliosis vary by grade. If parents do not want this screening, they must indicate in the Health Screening section of the Parent-Student Update Form, which can be found at bostonpublicschools.org/contact and in paper form at your child's school.

► This information serves as notification of the condom accessibility

Health and Wellness (continued)

policy. Parents and caregivers who do not want their students to receive condoms at school should email or submit in writing their intentions to the school principal and include the school nurse(s) in this communication. If you change your mind and decide that your student can access free condoms, send an email to the head of school and the nurse during the school year to notify them of this change.

- Under **Massachusetts Adolescent Confidentiality laws**, adolescents may receive confidential services for diagnosis, treatment, and referral for sexually transmitted infections, protection methods, and pregnancy. *The opt-out to not receive condoms does NOT apply to these confidential services.*
- State-recommended Substance abuse **Screening, Brief Intervention, and Referral to Treatment (SBIRT)** occurs in 7th and 10th grade. Information regarding SBIRT, including an opt-out letter, will be mailed out to parents/guardians of middle school and high school students. SBIRT can help healthcare and other professionals determine whether someone is using alcohol and/or drugs in unhealthy ways.
- The **Menstrual Access Program** provides free menstrual products to students in Boston Public Schools with grades 3-12. The program is led by the school nurse(s) in each school and includes a team of school staff members who all make menstrual products purchased by BPS available to all menstruating students.

Special Transportation Situations

See page 34, **Special Transportation Situations**, for information on transportation services for students with disabilities and with medical or physical conditions that prevent them from walking to school or to a bus stop.

Medical Emergencies

If a student is sick or injured at school, the school will make every effort to reach the parent or the emergency contact person named on the student's emergency card on file in the office. The Principal and school nurse will decide what action to take. Most illnesses and injuries that occur during the school day are minor and can be treated by the nurse. If the student's condition is very serious, the nurse, school leader, or other school staff member will call for an ambulance. A school employee will stay with the student in the ambulance and will remain at the hospital, preferably until the parent arrives. However, if a parent does not arrive within a reasonable amount of time, the emergency room of the hospital takes responsibility for the student.

School-based Health Centers

The Boston Public Health Commission, in collaboration with Boston Medical Center, operates health centers in some Boston Public Schools. Community health centers partner with additional schools to provide health services in other Boston Public Schools. They are listed on page 54.

Students who attend schools with health centers are encouraged to

register with the health center for these and other health services:

- individual mental health counseling and crisis management
- sexual and reproductive healthcare
- screening services
- injury treatment
- physical examinations and sports physicals
- health insurance enrollment
- health information

The health centers have a medical provider (a nurse practitioner or physician assistant), mental health counselor, and health educator. They are available during the school day, so students who need health services spend the minimum time away from their classes.

More Information about School Health Services

Detailed information about school health services, including all health service forms, school nurse contact information, health alerts, and policies, is available on the Health Services website.

➔ bostonpublicschools.org/healthservices

In addition to the policies described on pages 28-30, BPS has policies on:

- asthma
- diabetes
- food allergies
- medication administration in school
- head lice
- sickle cell anemia
- seizure disorders

Health Education

BPS requires health education from pre-kindergarten through grade 12. Health education directly contributes to students' ability to practice behaviors that protect and promote health and avoid or reduce health risks. Healthy students are better able to learn! Providing students time to understand, practice, and master health skills helps them achieve academic success, develop healthy lifestyle habits, make healthy and informed decisions, and improve health literacy throughout their lives. It is important to begin teaching this information early in a child's life.

Our comprehensive Health Education program is medically accurate, age and developmentally appropriate, culturally and linguistically sustaining, and implemented in safe and supportive learning environments where ALL students feel valued. Classes are taught by qualified, trained teachers. The Health Education curriculum is modified as needed for students with disabilities and students who are English Learners. The curriculum addresses a variety of topics, including:

- personal health, physical activity, and disease prevention
- mental health, stress management, social and emotional learning
- healthy relationships with self and others, communication skills
- substance misuse prevention, including alcohol, marijuana, tobacco, and other drugs
- healthy eating/nutrition

- goal setting, decision-making, and refusal skills
- accessing valid information, products, and services to enhance health
- analyzing influences of family, peers, media, and technology on health behaviors
- safety and injury prevention, including bullying/cyber-bullying and violence prevention
- sexual health education.

To learn more about the BPS health education curriculum, visit bostonpublicschools.org/hwd or call the Office of Health and Wellness, 617-635-6643.

Sexual Health Education

Sexual health education is an important part of the BPS Comprehensive Health Education program for pre-kindergarten through grade 12. Classes are taught by qualified, trained teachers and address the physical, mental, emotional, and social aspects of human sexuality at a level appropriate to the age of the students. The curriculum includes education about sexual and gender identity and is inclusive of all, including lesbian, gay, bisexual, transgender, and questioning (LGBTQ) students. The program is designed to help students maintain sexual health by developing healthy relationships, delaying sexual activity, preventing disease and pregnancy, and reducing risky sexual behaviors.

The lessons may include these topics:

- adolescent growth and development, including the changes throughout puberty
- how to cultivate and maintain healthy relationships
- how communicable diseases (including HIV/AIDS) spread, and how to prevent their spread
- responsible decision-making, including reducing sexual health-related risk behaviors
- resisting negative peer pressure
- behaviors that pose risks to good health and effective ways to say “no” to risky behaviors
- respecting the right to privacy of self and others

Materials for health classes include *Michigan Model for Health or Health Smart* for comprehensive health education; *Healthy and Safe Body Unit (BPS Health & Wellness)*; *Rights, Respect, Responsibility; Making Proud Choices*; and *Get Real* for sexual health education. This curriculum is mapped to the **National Sex Education Standards**, and is age-appropriate, medically accurate, and is taught using the best practices for health education. We encourage you to review these materials at your child’s school.

BPS recognizes the role of families as the primary health educators of their children. Families can and should have a strong influence on their children’s health decisions. BPS conducts parent workshops to help you talk to your child about sensitive health topics. Please contact Cheryl Todisco, Director of Health Education, (617) 635-8709, ctodisco@bostonpublicschools.org for more information.

While parents do not have to give permission for their children to take sexual health education classes, families do have the right to exempt their children only from sexual health classes. Families have

the right to opt their student out of this unit or any portion of the sexual health education curriculum without penalty (Mass.Gen. Laws Ch.71§ 32A and BPS Bulletin **HWD-05**).

- If you DO NOT want your child to participate in sexual health education classes, please contact the principal of your child’s school in writing or by email to let them know of your decision. Students who are exempted will not be penalized academically.

Y2Connect Boston

A Website to Find Sexual Healthcare in Boston

boston.y2connect.org

Y2Connect Boston is an easy-to-access website to find and access sexual health services in Boston for students, family, and staff.

You can find information on topics such as

- birth control
- health insurance enrollment assistance
- and LGBTQ+

The website displays popular search categories for sexual health services and also has a GPS feature that allows students, families, and school staff to search for clinics and resources by zip code. A language widget is available on the website, so that material can be viewed in multiple languages.

Y2Connect Boston also provides health and sexual health education information and trusted external resources for students and school staff to learn more. Under “Get the Facts,” students and school staff can find information on birth control, STIs, healthy relationships, student rights, making health appointments.

Health Resource Centers

The Boston Public Health Commission (BPHC) has Health Resource Centers (HRC) in some Boston high schools. HRC staff are at these schools two days per week. HRCs offer information to students on decision-making, healthy relationships, and preventing sexually transmitted infections (STI), HIV, and unplanned pregnancies. HRC staff provide classroom education, as well as individual health education counseling, referrals, condoms, and family planning information upon student request.

These high schools have Health Resource Centers:

- Another Course to College
- Boston Arts Academy
- Community Academy of Science & Health (CASH)
- English High School
- Excel High School
- Fenway High School
- O’Bryant School of Mathematics & Science

More information about Health Resource Centers:

- ➔ Meagan Hemeon, Program Manager617-534-2279
- ➔ mhemeon@bphc.org

Health and Wellness (continued)

Wellness Policy

The federal government requires all school systems receiving funding for the National School Meals Program to have a District Wellness Policy. Under this policy, every school in the district must have a School Wellness Council and create an annual Wellness Action Plan. The plan should include steps to promote health and physical education, health services, a safe and supportive climate, a healthy physical environment, healthy food and drinks, and physical activity. We encourage parents to learn about and be part of the wellness activities at their child's school. Ask the Principal or School Wellness Council how your school is implementing the Wellness Policy.

For more information, contact the BPS Office of Health and Wellness:

- ➔ BPS Office of Health and Wellness, 617-635-6643
- ➔ bostonpublicschools.org/hwd

The District Wellness Council

The District Wellness Council consists of members of our school community, appointed by the superintendent, who work together to guide the policies and practices to make healthy learning environments at all schools. Council members review wellness-related policies and advise the school district on policies that address student wellness. Meetings are open to the public, and community members are welcome to attend. For more information about the meeting schedule or to learn how you can participate, visit bostonpublicschools.org/hwd.

Physical Education

Physical activity is beneficial for health and learning. Increased physical activity and fitness have a positive effect on concentration and academics. Boston Public Schools is working to improve both the quantity and quality of physical education and physical activity for all students in grades Pre-K-12 to promote their healthy development and readiness to learn.

Massachusetts state law says that physical education will be taught as a required subject in all grades for all students. All schools should provide opportunities for physical activity for all students in all grades.

Physical Education Requirements and Recommendations for Pre-kindergarten-Grade 8:

- 150 minutes of physical activity per week
- 20 minutes of daily recess
- At least 45 minutes per week of physical education
- Aim for 80 minutes per week of physical education

Physical Education Requirement for Grades 9-12:

- One semester (equivalent to a half school year) each year of physical education for all students in grades 9-12.

Boston Public Schools policy also states the importance of athletics and after-school physical activities.

To learn more about the BPS physical education curriculum

- ➔ bostonpublicschools.org/hwd
- ➔ Office of Health and Wellness 617-635-6643

Youth Risk Behavior Surveys

Every other year, a small number of students in middle schools and high schools, are asked to complete surveys about health behaviors and other related topics. These surveys help us to create and improve school health programs and policies to promote positive health behaviors.

The surveys are anonymous and protect each student's privacy. No individual student responses will ever be reported. The survey is voluntary. Students may skip any questions they do not wish to answer and may stop taking the survey at any time without penalty.

If your student's school and class are selected to participate in the survey, a parent/guardian notification letter will go home with your student. If you do not want them to participate in the survey, please return the exemption form to opt them out of the survey. No action will be taken against you or your child if your child does not participate.

For more information:

- ➔ Email: yrbs@bostonpublicschools.org
- ➔ bostonpublicschools.org/YRBS

Healthy and Safe School Environment

All Boston Public Schools work to create a healthier school environment. Every BPS building is required under federal and state regulations or BPS policy to have an **asbestos management plan** and an **integrated pest management (IPM)** plan in every school building. These management plans are required in all school buildings even if there is no identified asbestos or any observable pest problem in the building. Notices of the availability of these plans must be posted in the main office area, the staff lounge or teachers' room, and the custodians' office.

A copy of your school's Asbestos Hazard Emergency Response Act (AHERA) Management Plan is available in the school's Main Office during school hours. The plan can be found in a white 3-ring binder marked "AHERA Management Plan."

The district continues to monitor, update, and improve each school's AHERA Management Plan. Any inquiries regarding the management of asbestos-containing materials in Boston Public Schools should be directed to the district's AHERA Designated Person, Maria Carvalho, 1216 Dorchester Avenue, Dorchester, 02125, marcarvalho2@bostonpublicschools.org or 617-635-8300.

The IPM plan (indoor and outdoor) is also kept in the school's main office. IPM plans are required to be updated annually by the school's Principal/Head of School.

Annual facility inspections conducted by BPS and the Boston Public Health Commission supplement these plans. The inspection documents conditions like pests, leaks, mold, and needed repairs. You can request the report from the school leader or find it at bostonpublicschools.org/schools as "BPS School Environmental Audits Summary Reports."

Green Cleaners. All Boston schools are cleaned with healthier cleaners. Cleaning products, especially pre-soaked wipes, brought from home are not allowed.

School Wellness. Families can promote school wellness by knowing about their child’s school building conditions. Tell the school nurse if your child has asthma or allergies that could be affected by environmental triggers such as mold, dust, pests, or strong fumes, and make sure the nurse has your child’s Asthma Action Plan from your healthcare provider.

Contact the school’s main office with any concerns about the health and safety of school facilities.

More Information

- ➔ BPS Facilities Management, Environmental Division, 617-635-8300

More Health and Wellness Policies

Behavioral health, trauma support, violence prevention, and other student servicespage 28
Preventing head injuries: see Athleticspage 50
Tobacco-free environment and Water Policy.....page 51
Expectant and parenting students policy.....page 52

Guidance Counseling Services

School counselors address the developmental needs of all students through a comprehensive school counseling program addressing the academic, career, and personal/social development of all students. School counselors work with students in individual, small group, and classroom settings to help create an academic plan for their education, prepare for successful careers after graduation, and help students develop necessary skills, such as organization, time management, and study skills. They also help students overcome obstacles that may form barriers to learning by helping students respond to issues such as divorce or death in their family, as well as typical developmental issues.

More information about Guidance Counseling Center:

- ➔ 617-635-8030



Food and Nutrition Services

Boston Public Schools Department of Food and Nutrition Services (FNS) offers free nutritious, breakfast, lunch, and after-school meals to all students in pre-school through high school and in alternative education programs. During the summer months, FNS provides breakfast and lunch to sites across the city.

For students with special dietary restrictions, such as food allergies, FNS can provide alternate meals. Please see your school nurse or contact FNS directly.

All Students Eat at No Cost

- All BPS students are eligible for free breakfast, lunch, after-school meals, and summer meals.
- When they are served their breakfast and lunch at school, students will enter their 6-digit BPS student identification number into a meal counting system.
- Families requesting a verification letter concerning the free meal program can contact Food and Nutrition Services at the phone number below.

School menus and more information

- ➔ bostonpublicschools.org/fns
- ➔ Food and Nutrition Services617-635-9144

Wellness and Nutrition Policy: Healthy Choices

BPS supports lifelong healthy eating habits. BPS has adopted nutrition policy guidelines that apply to all foods sold or served in schools that are not part of the national school meals program to increase access to nutritious foods in our school communities and address nutrition-related health issues.

For the full policy

- ➔ bostonpublicschools.org/fns, click on “Nutrition Policy

Do you know...

...why eating school breakfast and lunch is the right idea?

- Students who eat school breakfast increase their math and reading scores as well as improve their speed and memory on tests that measure thinking and problem-solving skills.
- Children who eat breakfast at school perform better on standardized tests than those who skip breakfast or eat breakfast at home.
- Children who participate in school lunches have superior nutritional intakes compared to those who do not participate.
- The National School Lunch Program provides school children with one-third or more of their Recommended Dietary Allowance (RDA) for key nutrients. These lunches must provide no more than 30 percent of calories from fat and less than 10 percent from saturated fat.

Transportation

Students in grades K-6

BPS students in grades K-6 are eligible for BPS yellow bus transportation if they attend a school within their **home base** and meet the mileage requirements listed below.

Home base Requirement: All BPS students must attend a school within their homebase to qualify for yellow bus transportation. You can find a list of schools within your child's homebase by going to discoverbps.bostonpublicschools.org

Mileage Requirement: Students in grades K-5 must live 1 mile or more (walking distance) from their school to qualify for yellow bus transportation. Students in grade 6 must live 1.5 miles or more (walking distance) from their school to qualify for yellow bus transportation.

When you receive your child's school assignment, it will include your child's transportation eligibility. If your child is eligible for a bus, we will send a notice before school starts with their bus stop location, pick-up and drop-off time, and bus numbers.

Students in kindergarten through grade 6 who ride yellow buses are picked up and dropped off at designated corner "hub" stops throughout the city, within a half-mile of their home address. These designated stops are the only locations at which yellow school buses are assigned to service corner-stop students.

Students in grades 7-12

Students in grades 7-12 use MBTA buses and subways for transportation service and receive a free monthly seven-day MBTA pass to use this service. Each school is provided passes and distributes them to all their eligible students on the first day of school. The MBTA allows students to ride for free on the first day of school before they pick up their passes. MBTA passes are valid all hours, seven days a week. It is recommended that students receive travel training to and from school prior to the first day of attendance.

For schools that are not easily accessible by the MBTA, BPS may offer yellow bus shuttle service between an MBTA hub and the school. The BPS Department of Transportation and the MBTA decides which schools might receive this service.

Students in grade 6 may also opt-in to receive MBTA service instead of a yellow bus, provided they are eligible for yellow bus service. Students in grades K0-5 will not receive MBTA passes.

Special Transportation Situations

We provide specialized transportation services for students with disabilities in accordance with their Individualized Education Program (IEP) or Section 504 Plan. Specialized transportation services are only provided if the student's IEP or Section 504 Plan states they are required. Some students with IEPs or Section 504 Plans may also be picked up and dropped off at a corner stop, receive an MBTA pass, or walk to school.

Types of specialized transportation services:

- **Door to Door transportation:** Students are picked up and dropped off in front of their home address. If a student's home address is not accessible to our buses, we may provide service at the nearest accessible point.

- **Bus Monitors:** Special education bus monitors are provided to students in accordance with their IEP or Section 504 Plan.

Please Note: Buses are not required to go into private parking lots.

Private Transportation Services

Some families arrange to have their children driven to and from school by a private transportation service or individual. For safety reasons, the school will not release a student to anyone other than the custodial parent or guardian without the parent's written permission. If you are arranging private transportation for your child, be sure to sign a release form. You can get it from the school or on the BPS website: bostonpublicschools.org/suptcirculars, "Policies & Procedures," then click the Safety Services folder. It is Circular SAF-08. This form releases the BPS from any liability if there is a problem with the private service.

Pickup Policies

BPS buses are allowed a 10-minute window to arrive before or after the scheduled pick-up time. In the mornings, students are expected to be at the bus stop ten minutes prior to the scheduled pick-up time. Students/parents must be visible at the bus stop, not waiting inside the home or car. Drivers may bypass a stop if they are within the 10-minute window and do not see any student or parent waiting. Drivers are not allowed to blow the horn at bus stops.

Drop-off Policies

BPS buses are allowed a 10-minute window to arrive before or after the scheduled drop-off time. Students with corner bus stops can get off the bus at their assigned bus stop without a parent/guardian present if they feel comfortable doing so. Drivers cannot keep students, including kindergartners, on board against their will if the bus is at the assigned stop. However, students may stay on the bus if they do not feel comfortable getting off (such as if their parent or guardian is not at the bus stop). BPS officials will then try to locate the parent or guardian. Parents should make sure their children are familiar with the surroundings at their bus stop and know the safest route to walk home if no one is there to meet them.

Students with door-to-door bus stops cannot be let off the bus without a parent/guardian present under any circumstances. If a parent/guardian is not at the stop, BPS officials will try to get in contact with the parent/guardian and arrange for them to meet the bus.

Parent & Guardian Responsibilities

- If appropriate and comfortable, discuss any medical issues regarding their child with the driver.
- Parents/guardians should ensure their student's personal belongings are labeled with their first and last name and parent/guardian contact information. This supports student safety and helps ensure lost belongings get back to their owner.
- If a phone number or contact information changes at any time, notify the school and update your information at a Welcome Center, 617-635-9010. This is to ensure we can easily contact parents in the event of an emergency while on board the bus.

Where's My School Bus

Parents can track their child's bus using the Where's My School Bus site, which can be accessed at schoolbus.bostonpublicschools.org. In order to log in, please use the following information:

- Parent/Guardian Last Name
- Student Number
- Student Date of Birth

If you experience any trouble using the site or have questions about your login information, please contact us by email or at our Transportation Hotline, and we will help resolve the issue.

Behavior on the Bus

The BPS considers the school bus to be “an extension of the classroom.” That means we have the same standards of behavior on the school bus, on the MBTA, at school bus stops, and at MBTA bus stops as we do in school. These standards also apply any time our students ride yellow buses or the MBTA—including outside regular school hours and on weekends. For example, students should remain in their seats; and they should not hang out of windows, push or fight with other students, throw things, or distract the driver. Students should respect all other riders on the yellow bus and the MBTA.

Students who violate School-Based Rules or the Code of Conduct while on the school bus or the MBTA may be disciplined, referred to the Bus Safety Program at BPS Succeed Boston, and/or denied transportation, including deactivation of their MBTA pass. The student will be suspended only from the bus route on which the incident occurred. Denial of transportation for fewer than four days does not require a hearing. The school must notify the family before denying transportation. The student should still attend school.

Contacting BPS Transportation

BPS Transportation works hard to provide excellent service for students and families. Families can contact the Transportation Department in a number of ways:

Support Portal: bostonpublicschoolshelp.freshdesk.com/support/home Our Support Portal provides information on our policies and FAQs and also allows families to enter and check support tickets (for questions, complaints, or transportation assignment change requests). This is the best channel to communicate any non-urgent questions or concerns. Your ticket will automatically be directed to the right team member, and we will generally respond within 7-10 days at the most, if not sooner.

Transportation Hotline: 617-635-9520. The Transportation Hotline is open for students and families from 6 am-7 pm on days that school is in session. In addition, the hotline is open for limited hours on school vacations, typically from 9 am-5 pm. Customer Service Representatives are available to speak to parents in multiple languages. If we do not have a Customer Service Representative available in your preferred language when you call in, we will arrange for someone to call you back.

Chat Feature: Parents can also contact us using our chat feature, which is available on our Support Portal. Parents can access the chat feature by going to our Support Portal and clicking the blue icon at the bottom right-hand corner of the page. The Chat Feature is open for students and families from 6 a.m.-7 p.m. on days that school is in session.

Email: You can email us at schoolbus@bostonpublicschools.org. A team member will generally respond within 2-3 days.

Transportation Change Requests

Parents may request a variety of changes to their child's transportation assignment through our **Support Portal**. Navigate to the Support Portal, click “New Support Ticket,” and specify the type of change under “Ticket Type,” and enter the requested information.

Please note that processing time may take up to 2-3 weeks, and requests are not guaranteed approval. We process requests in the order they are received. If approved, requests do not carry over to the following school year and need to be resubmitted. All requests received before August 5 will receive a response by August 31 and, if approved, will take effect on the first day of school. Requests received after August 5 and in September may take several additional weeks to process.

Change requests can include the following:

- **Alternative Request:** Parents may use this to request your child is picked up and/or dropped off at an alternate address, including before/after school programs, a babysitter's home, etc. This can be requested even if a student is not eligible for transportation between home and school. Requests are not guaranteed, but BPS Transportation will review if we can accommodate the request. In order to accommodate a request:
 - The requested stop must be on one of the school's regular bus routes
 - There must be a seat available on the bus
 - The alternative stop must be the same for every school day
- **Bus Stop Change Request:** Parents may request a new corner stop for their child due to distance or safety reasons. Please note that corner stops may be up to ½ mile from the student's home address. BPS Transportation will not review bus stop change requests for students with stops that are 0.25 miles or less from the home, except for safety reasons.
- **Sibling Ridership Request:** Parents may use this request if they have two children going to the same school and living at the same address and you would like for them to ride the bus together. At least one of the students must be eligible for transportation for us to review this request, and there must be available seats on the bus.
- **MBTA Waiver Request:** Parents may use this if their child is a 7th or 8th-grade student assigned an MBTA Pass and they would like to request yellow bus service instead. There must be an existing bus stop and an available seat on the bus to accommodate this request.
- **MBTA 6th Grade Opt-In:** Parents may use this if their child is assigned to a yellow bus, and they would like to request an MBTA Pass for them instead. Please note that K-5th grade students cannot receive an MBTA pass.
- **Transportation Opt-Out:** Parents may use this to inform us if you do not require yellow bus transportation for your child
- **Transportation Reinstatement:** Parents may use this if they have previously opted out of yellow bus transportation for their student and now want to restart it. This will only be approved if your child is eligible for bus transportation. Reinstatement of bus service will take 10-15 days in most cases. You will receive a notification of your student's new bus assignment when it is ready.

Transportation Questions & Answers

How do I find my child's transportation assignment?

You can view your child's current transportation assignment and pending changes online in the SIS portal at any time. For a tutorial on how to do this, please visit our Support Portal. Additionally, you will be notified by mail and/or email anytime a change or update is made to your child's transportation assignment.

My child missed the bus. Can the bus come back to the bus stop?

Buses cannot return for students who missed the bus. Please be sure your child arrives at the designated bus stop at least ten minutes ahead of schedule. Students/parents must be visible at the bus stop, not waiting inside the home or car. Drivers may bypass a stop if they do not see any student or parent waiting.

The bus missed my child's stop. What do I do?

If you believe the bus missed your child's stop, please contact the Transportation Hotline immediately at 617-635-9520. If it is confirmed that the bus did not service your child's stop, we will arrange a backup bus to be sent to pick up your child.

If I move during the school year, how do I change my child's bus stop?

The BPS Transportation Department cannot process an address change.

Visit any Welcome Center with required proof of residency (see page 44) and fill out a "change of address" form. After you have changed your address at the Welcome Center, the Transportation Department will assign your child to a new bus stop if he or she is eligible for transportation. If you move during the school year, your child can stay in the same school—but he or she may no longer be eligible for transportation services.

My child transferred to another school. How do I change the bus stop?

BPS will automatically assign a new bus stop if your child is still eligible for transportation. New assignments are effective weekly on Wednesday mornings, so there may be some lag time from when a transfer is made to when a bus stop is assigned.

If the bus is late, will my child be marked tardy?

The student will be marked tardy, but tardies due to "bus transportation" are excused and do not count.

Do buses have radios or phones so the driver can be contacted or call for help?

Yes, all buses have two-way radios. They also are equipped with GPS (Global Positioning System) to help locate vehicles in case there is an emergency.

My child is assigned to a bus, but I plan to drive her to school every day. Should I tell anyone?

Please visit our Support Portal and fill out a Transportation Opt-Out Form. If the bus is needed at a later date and you are eligible for transportation, you can fill out a Transportation Reinstatement Form and your student will be assigned to a bus.

Whom should I call if my child is having a problem with the driver or another student on the bus?

Always tell the Principal first. If the Principal cannot solve the problem, contact the Transportation Department at our Support Portal by calling 617-635-9520 or emailing us at schoolbus@bostonpublicschools.org.

If I think my child's bus stop is unsafe or too far from my house, what can I do?

First, check with your child's school to ensure the address on your child's record is correct. When assigning bus stops, the Transportation Department considers student safety and operating the most efficient routes possible. In most cases, school bus stops are located within ½ mile of a student's home. If you think the BPS has made a mistake in the placement of your child's bus stop, contact the Transportation Department. They will review the stop and may make an adjustment if needed. But please note that many students who do not receive transportation often walk up to a mile to their school.

Do school buses have monitors?

Most buses do not have monitors. Certain students may have a monitor as required by their Individualized Education Program (IEP). Principals may also request funding for "bus attendants" in special circumstances where there are serious behavioral problems.

What responsibilities does the bus driver have while transporting children?

The driver is responsible for delivering students to and from school safely and on time. Responsibilities include: operation of the vehicle; supervision of boarding and discharge; supervision of students while riding the bus; reporting safety and behavior incidents to the Principal; and (if applicable) being sure that child restraint systems or wheelchair securement systems are in place.

How many students are allowed on each bus?

This varies according to the size of the bus. Full-size buses can safely take up to 71 elementary school students. Passengers are not allowed to stand. For safety reasons, only assigned students are allowed on school buses.

Do school buses have seat belts?

No, school buses do not require seat belts, although many of our smaller buses are equipped with child safety restraint systems that are designed as a safety option for students who weigh less than 40 pounds. All BPS school buses meet all federal and state safety standards.

I'm worried about my student taking the T to school instead of a school bus. Is it safe?

We work closely with community agencies, the City Office of Neighborhood Services, the MBTA, and other stakeholders to keep our students safe. We may also provide yellow bus shuttles for students at less accessible schools. It is also recommended that students receive travel training to and from school prior to the first day of attendance.

What should I do if my student loses their MBTA Pass?

If the MBTA Pass is lost or stolen, please report this to your school. School staff will deactivate your old pass and issue you a new one.

For more information in Transportation Services:

- ➔ bostonpublicschools.org/transportation
- ➔ bostonpublicschoolshelp.freshdesk.com/support/home

BPS Policies

Student Safety and Emergencies

Nothing is more important to us than keeping our students safe. Here are some of our policies to protect your children.

Lost and Missing Children

Very rarely, a child may leave home in the morning but not arrive at school or may leave school but not return home. If your child is lost or missing, call the school first. If no one answers, call “911.” Also, call School Safety Services, 617-635-8000. School Safety officers will work with the Boston Police (and the BPS Transportation Department if your child receives transportation service) and will keep you informed until your child is found.

Medical Emergencies

See page 29 for BPS policy on handling medical emergencies that occur at school and during school-sponsored activities.

Cori/Sori Checks For School Volunteers

All school volunteers and chaperones on field trips must undergo a CORI/SORI check before participating. CORI is Criminal Offender Record Information. SORI is Sex Offender Record Information.

Release of Students to Adults Other than the Parent

Schools will not allow anyone other than a child’s custodial parents/guardians to take the child away from school. If you want a relative, friend, or care provider to pick up your child at school, you must give written permission or call the school. If you call, the Principal must verify that it was the parent/guardian making the call. The individual must show identification before the school will release the student.

If you want to have a private transportation service take your child to or from school, you must fill out and sign a form, “Parent Permission to Release Students to Authorized Persons.” You can get it from the school office or on the BPS website. The BPS is not responsible for accidents or injuries to students who use non-BPS transportation. Please see page 34 for more information.

When a Child Is not Picked Up at School

The school Principal or a responsible staff person knows which students take the bus, which students are allowed to walk home by themselves, and which students are picked up regularly by a parent or another adult.

The Principal is responsible for making sure all children arrive home safely. When a child is not picked up at school, the Principal will try to reach the parent or emergency contact person. After 5:00 p.m., BPS staff may contact the Massachusetts Department of Children & Families (DCF) to take custody of the child.

When a student is repeatedly not picked up at school, the Principal will file a 51A (see “Child Abuse and Neglect” below).

Child Abuse and Neglect

If school staff suspects that a student is being abused or neglected, they are required by law (M.G.L. Chapter 119, Section 51A) and BPS policy to report it to the Mass. Department of Children & Families (DCF). All reports are strictly confidential. DCF maintains a 24-hour Hotline: 1-800-792-5200.

The BPS policy also gives procedures for how schools will respond to reports of child abuse or neglect, including cooperating with DCF investigations.

Safety Transfers

It is sometimes necessary to change a student’s school assignment to ensure a safe and secure learning environment for that student.

- Students who are victims of a serious physical, emotional, and/or electronically transmitted assault or who are victims of a violent criminal offense while on school property, on school buses, or at school-sponsored activities are eligible for a safety transfer to another school.
- Students attending a school designated as “unsafe or persistently dangerous” by the Mass. Dept. of Elementary & Secondary Education may transfer to a safe school. At the time this Guide was printed, no Boston public school had this designation.

To request a safety transfer, the parent/guardian must complete and sign the “Safety Transfer Request Form” and submit it to the Head of School, Principal, or program director for review and recommendation. Contact the Head of School or Principal for more information.

School Access Control

The safety, health, and wellness of our students, staff, and families is our highest priority at Boston Public Schools. In compliance with Superintendent Circular SAF-12, School Access Control, each school in the district must complete and submit an updated School Safety Contingency Plan annually. The plan should ensure that a clear and comprehensive school access control protocol is in place for the building.

Student Searches

Under federal law, school staff may search a student if they suspect the student possesses evidence that shows either a violation of law or a violation of school rules. In order to reasonably suspect something, school officials must have enough facts to establish that the suspicion is likely to be true.

In determining whether and how to conduct a student search, school officials must use common sense and good judgment. They should consider such factors as the danger posed by the object being sought, the likelihood of the evidence being disposed of or destroyed, and the student’s age, sex, and prior disciplinary record.

BPS Policies

Student Safety and Emergencies (cont.)

Student searches must follow these and other guidelines:

- Only administrators authorized under the Code of Conduct to suspend students from school should conduct student searches.
- If the school administrator believes that a student may possess a firearm, weapon, dangerous object, or drugs, or otherwise fears that a search would jeopardize his or her safety, the administrator should notify the Boston School Police and the Boston Police Department. A police officer must be present during the search.
- Authorized staff should search only students of the same sex.
- The search normally should be limited to those areas and objects that could reasonably be expected to contain the item(s) being sought, such as a locker, jacket pockets, or backpack.

Some schools use metal detectors as part of their overall safety plan. The school community, School Site Council, and Principal/Head of School decide together if the school will use metal detectors. The policy must be in writing and must be reviewed by the BPS Legal Office.

More Information

- ➔ Visit [bostonpublicschools.org/suptcirculars](https://www.bostonpublicschools.org/suptcirculars)
 - Student searches: Superintendent's Circular SAF-01
 - Metal detectors: Superintendent's Circular SAF-07
 - School Access Control: Superintendent's Circular SAF-12.

Whole-School or Community Emergencies

Each Boston public school has a plan for action in case of a disaster or community emergency. The school's safety contingency plan is designed for the individual characteristics of that school. It is important for parents and guardians to be aware that there is a plan for each of their children's schools, particularly the plan for reuniting parents with their children if the school has to be evacuated.

"Safe Mode"

Occasionally, with the cooperation of the Boston Police Department, we ask schools to increase their level of security because of a possible disturbance that is external to the building (e.g., in the surrounding neighborhood). This proactive measure is called "Safe Mode."

When this happens, it simply means that visitors are not allowed into the building, students and staff are not allowed to leave, and existing security measures are reinforced. Teaching and learning may continue (depending on the disturbance) in classrooms when these extra security measures are activated. We want to assure our BPS families that the safety of our students and staff is our highest priority at all times. To ensure that everyone in the school is familiar with the procedure, each school is required to complete two drills annually.

If you have any questions about these procedures, please contact the Principal or Head of School of your child's school.

If There Is an Emergency:

Call **911** and/or one of these BPS numbers:

- ➔ School Safety 617-635-8000
- ➔ Transportation 617-635-9520

Keep Your Child's Emergency Information Up to Date!

Be sure the school has **CURRENT**
information

- ☒ Parent/guardian's home, work, and cell phone numbers
- ☒ Email address
- ☒ The best number for you to receive automated phone calls (see page 7)
- ☒ Current address
- ☒ An emergency contact person with current phone number and address (if the parent cannot be reached)
- ☒ Health insurance information

**Call the school right away
if there are any changes.**

Bullying Prevention and Intervention

Boston Public Schools will not tolerate any unlawful or disruptive behavior, including bullying in all forms and types towards others in any school or at school-related activities. Boston Public Schools will promptly investigate all reports and complaints of bullying and take prompt, effective action to end that behavior and prevent its recurrence. Students/parents/guardians/caregivers who are concerned or want to report bullying may confidentially talk to a trusted staff member or call the Safe Space and Bullying Prevention Hotline 617-592-2378. Additional resources and support can be found at www.succeedboston.org and Superintendent's Circular SSS-18.

Non-Discrimination and Civil Rights

Equal educational opportunity and non-discrimination laws protect the rights of students to participate in all activities pertaining to their education. The district's **Non-Discrimination Policy** statement provides:

Boston Public Schools... does not discriminate in its programs, facilities, employment or educational opportunities on the basis of race, color, age, criminal record (inquiries only), disability, pregnancy, homelessness, sex/gender, gender identity, religion, national origin, ancestry, sexual orientation, genetics or military status, and does not tolerate any form of retaliation, or bias-based intimidation, threat or harassment that demeans individuals' dignity or interferes with their ability to learn or work.

Below you will find a brief description of various anti-discrimination policies ("Circulars") of Boston Public Schools. For a complete copy of any of these policies, visit bostonpublicschools.org/suptcirculars. The number of the related Superintendent's Circular appears after each policy summary below.

- ➔ **If you believe you or your child have experienced bias based on ethnicity, gender, race, sexual orientation, or membership in any of the protected groups listed above or any form of sexual misconduct, or if you have questions regarding the district's non-discrimination policies, please contact the BPS Office of Equity at 617-635-9650 or bpsequity@bostonpublicschools.org.**
- ➔ **Students and staff who violate any of the district's Equity policies may be subject to discipline, up to and including expulsion (for students) or dismissal (for staff).**

Non-Discrimination Statement. Boston Public Schools is committed to maintaining an educational environment and workplace where individuals of all backgrounds and experiences are welcomed, encouraged, included, and can flourish. BPS is resolved that prejudice and disparate treatment will never impede our learners or our educators.

BPS will not tolerate discriminatory behavior, including intimidation, threats, or harassment of employees, students, or anyone else who visits or is part of our learning community. Retaliatory conduct toward persons who have reported possible bias, discrimination, or inappropriate behavior, who have assisted in an investigation, or who have otherwise exercised their rights under this policy is prohibited. **EQT-1**

Discrimination/Harassment of Students. This policy prohibits discrimination or harassment of students, including treating students differently, using insulting language or actions that create an intimidating, threatening, or abusive educational environment, or refusing to let a student participate in an activity because of their membership in a protected class. This circular addresses how to file complaints regarding alleged discrimination based on race, color, age, disability, homelessness, sex/gender, gender identity, religious beliefs, national origin, ancestry, retaliation, sexual orientation, genetics, or military status. **EQT-2**

Sexual Misconduct Policy. These policies state that sexual misconduct, including sexual harassment and sexual assault, will not be tolerated, whether committed by staff, students, or third parties, and retaliation against a person who reports sexual misconduct or cooperates in an investigation also will not be tolerated. Sexual misconduct in any form will not be tolerated on school grounds, at school-sponsored events or activities, or while traveling to and from school or school-sponsored activities. These policies also set forth procedures for students to report a sexual assault. **EQT-3** and **EQT-6**

Non-Discrimination Against Students on the Basis of Gender Identity. Massachusetts law and Boston Public Schools require that all classrooms, programs, activities, and employment practices be free from discrimination on the basis of gender, sexual orientation, and gender identity. This circular sets out guidelines for schools and district staff to create a culture where transgender and gender nonconforming students feel safe, supported, and fully included and to meet each school's obligation to provide educational opportunities for all students. **EQT-4.**

Non-Discrimination Against Students with Disabilities. BPS is committed to a policy of non-discrimination against qualified students with disabilities, in accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Massachusetts Anti-Discrimination Law (M.G.L. 151B). Students with a disability may not be excluded from, denied the benefits of, or denied access to any program or activity based solely on their disability. **SPE-21**

Hazing Law. Massachusetts law makes it a crime to engage in hazing activities. Hazing refers to any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. The BPS policy on hazing includes a discussion of a person's legal obligation to report to law enforcement authorities if he or she knows that someone is a hazing victim or is at the scene of such a crime. **LGL-01**

More Information

- ➔ Contact the Equity staff at 617-635-9650
bpsequity@bostonpublicschools.org
 - Assistant Superintendent of Equity
 - Director of Compliance, Title IX Coordinator
 - Dir. of Training & Accommodations,
 - Section 504 Coordinator
 - Equity Manager
 - LGBTQ+ Student Support Manager

The Code of Conduct

The Boston Public Schools (“District” or “BPS”) deeply believes that a safe, positive, just, mutually supportive, and restorative school community fosters learning, childhood, and youth development, and reduces the need to resort to school exclusion. Addressing student conduct includes working to understand the context and systems in which the behavior manifested. The Code of Conduct is one of Boston’s continued efforts to develop, support, and improve our school community for all students.

BPS’s goal is to foster a culture and community that is anti-racist, that encourages the free exchange of ideas, that maximizes personal growth, and that develops students’ self-agency while upholding their constitutional rights.

Students deserve a safe, healthy, and welcoming learning environment in which to learn. To ensure this, all Boston public schools follow the **BPS Code of Conduct**. A summary of the Code of Conduct follows in the next few pages of this Guide. You should receive a copy of the School-Based Rules for your child’s school along with the Guide. They are both very important. Check out Where to Find the Code of Conduct on page 42.

The BPS Code of Conduct

Every school must follow the Boston Public Schools Code of Conduct. The Code lists rules that all students are expected to follow. While school-based rules can vary by school, they may not conflict with the Code of Conduct.

The Code of Conduct emphasizes prevention and positive approaches to behavior. Every school has a multi-tiered system of support for students’ social, emotional, and behavioral needs that aim to keep students in school. School-Based Rules and the Code of Conduct apply to the behavior of students while they are in school, during remote or online-based learning, certain internet usage and/or social media outside of school that caused, or is likely to cause, a substantial disruption or material interference with school activities and/or school-related parties, at school-sponsored activities, and on their way to and from school (on the school bus, at the bus stop, on the MBTA, and walking).

For the 2021-2022 school year, a new revised Code of Conduct was finalized and presented. The revised 2022 Code is at bostonpublicschools.org/code-of-conduct.

If there are any questions or concerns about the Code of Conduct, specifically emergency removal, due process, or suspension/expulsion appeals, contact the Assistant Superintendent’s Office at 617-635-6755

School-Based Rules

Each school has its own rules for non-suspendable offenses—known as “School-Based Rules”—that its students are expected to follow. These rules may not conflict with any BPS Superintendent Circular or the BPS Code of Conduct. In one middle school, for example, students may be asked to file quietly and in line to their next class. In another middle school, students might be allowed to walk to class in small groups.

If a student breaks one or more of the School-Based Rules, he or she may be subject to progressive discipline. The Principal might ask the student to sign a contract to change his or her behavior or keep the student after school for detention.

School-Based Rules are written by a committee of administrators, teachers, and parents at each school and are reviewed each spring by the School Site Council. In middle and high schools, students are also on the committee. School-Based Rules should be posted in every classroom and sent home with students every September.

Do not Miss Out on School Privileges!

Students have the opportunity to participate in many special school functions and activities, such as field trips, celebrations, performances, class days, proms, and graduation ceremonies, among others. Participation in such activities is a privilege to be earned—not a “right.” At the start of each school year, the principal/school leader will inform all parents/guardians/caregivers of the individual school’s privileges, e.g., assemblies, use of school store, off-campus lunches, approved-tardy passes, student dress code, etc., and how they relate to the general expectations of students.

By violating school rules or the Code of Conduct, a student may lose these privileges. The School Leader has the authority to limit or deny a student’s participation in such special functions and activities.

Denial of Transportation

Students whose actions endanger or will continue to endanger others or themselves on school-provided transportation, including the MBTA or school buses, may be denied transportation to and/or from school on a temporary basis. Removing a student from a bus will be used as a last resort to keep students safe. Students may

be denied transportation only to allow BPS, the student, and the student’s parent, guardian, or caregiver to develop a Bus Safety Plan that may include but is not limited to, a seating plan.

If a parent, guardian, or caregiver is unable to provide transportation, then this removal will be counted as an out-of-school suspension, and suspension procedures must be followed.

Students with a disability may have additional protections related to transportation. (See Superintendent’s Circular SPE-15).

Suspension

Short-Term Suspension means a student is not allowed to attend school for a limited number of school days. For a student 15 years old or younger, short-term suspension can be up to three school days in a row. For a student 16 years old or older, the suspension can be up to five consecutive school days.

Please note that students in grades K0-2 cannot be suspended. For students in grades 3-5, Suspension violations are limited to:

- if the student is accused of having assaulted a classmate or staff member; or
- if the student is accused of being in possession of a dangerous weapon; or

- if the student is accused of being in possession of a controlled substance; or
- if the student is accused of sexual misconduct; or
- if the student is accused of a civil rights violation; or
- if the student is accused of repeated bullying.

Long-term Suspension is an exclusion for more than ten consecutive or cumulative school days. Any student who is suspended from school for more than ten consecutive days, whether in school or out of school, shall have an opportunity to receive education services and to make academic progress toward meeting state and local requirements through the school-wide education service plan. During a period of long-term suspension or expulsion, middle-grade students are assigned to the Long Term Middle School Program. High school students are assigned to an alternative high school program. When a student's long term suspension has ended, they may return to the same school if approved by the School Leader or the parent/guardian/caretaker (or student age 18 or older).

The Suspension Process and Due Process. Before a School Leader can suspend a student, they must hold a hearing at the school and invite the student and the student's parent/guardian/caregiver. The school must provide the parent/guardian/caregiver written notice of the hearing in English and the language spoken in the home. At the hearing, the School Leader hears the evidence and decides whether the student should be suspended. If the student and the parent/guardian/caregiver disagree with the suspension, they may appeal the decision to the Superintendent's Hearing Officer within 10 school days.

In some instances, a student may be suspended before a hearing. This emergency removal can be imposed only when a student is alleged to have committed a suspendable offense where the student's presence poses a continuing danger to persons or property or seriously disrupts teaching and learning, and in the school leader's judgment, there is no alternative available to alleviate the danger or disruption. The student may only be removed for the remainder of the school day of the emergency removal. Before an emergency removal, the School Leader must notify the parent/guardian/caregiver. The student must be afforded adequate arrangements to safely be transported home. The school shall provide the required verbal and written notice and convene the disciplinary hearing within two (2) school days. The emergency removal must be logged into the SIS/Aspen system.

Expulsion

Expulsion is the removal of a student from the school premises, regular classroom activities, and school activities for more than ninety school days, indefinitely or permanently. Students may be expelled for possession of a dangerous weapon, possession of a controlled substance, assault on educational staff, or a felony charge or conviction if the school leader determines that the student's continued presence in school would have a substantially detrimental effect on the general welfare of the school.

The Expulsion Process

1. In some cases, when a student commits an expellable offense, the School Leader may order an emergency removal for safety reasons.
2. At the expulsion hearing, the School Leader listens to witnesses and examines the evidence. The student or parent/guardian/

caregiver may bring an advocate or lawyer to the hearing. If already identified or requested, the school will provide an interpreter for parents/guardians whose primary language is not English. The school must record the hearing and make the recording available to the parent/guardian/caregiver or student upon request.

3. Following the hearing, the School leader sends the written recommendation to the appropriate Administrator of Operations for review of due process. If the determination is to expel a student, the student and parent/guardian must be notified in writing.

Appealing a Suspension or Expulsion. If the student and the parent/guardian/caregiver disagree with the expulsion, they may appeal the decision to the Superintendent (617-635-9057) within ten school days. The Superintendent will preside over all expulsion appeals. For suspension appeals, the Superintendent may designate a hearing officer.

During and After the Expulsion Period. Any student expelled from school for more than ten 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 the school-wide education service plan. When a student's period of expulsion has ended, the parent/guardian/caregiver (or student age 18 or older) must go to a BPS Welcome Center and re-enroll the student in the Boston Public Schools. The student will not be reassigned to the school from which he or she was expelled unless the School Leader has recommended this at the time of the expulsion.

**View Succeed Boston on page 28
for restorative practice for those
students involved in Code of
Conduct violations.**

Corporal Punishment

Under state law and School Committee policy, school staff may not punish a student by hitting, pushing, or using physical force. School staff may use reasonable physical force to restrain a student only if (1) non-physical intervention would be ineffective or has been ineffective, and/or (2) they believe the student's actions may result in physical injury to the student or other people, (3) only if such reasonable force is necessary to protect a student or another school community member from assault or imminent, serious, physical harm. The program staff member who administers the restraint shall verbally inform the Principal/school leader of the restraint as soon as possible and by written report no later than the next school working day.

The School Leader shall make reasonable efforts to verbally inform the student's parent/guardian/caregiver of the restraint within 24 hours of the event, and shall notify the parent/guardian/caregiver by written report sent either within three school working days of the restraint to an email address provided by the parent for communications about the student, or by regular mail postmarked

BPS Policies

The Code of Conduct (cont.)

no later than three school working days of the restraint. Any school employee who uses unreasonable force will be subject to discipline.

Students with Disabilities

The Code of Conduct applies to all students. There is a specific procedure, however, for disciplining students with disabilities. You can find this procedure on the BPS website. It is described in *Superintendent's Circular SPE-15*. This can be downloaded and printed. If you prefer, your child's school can give you a copy of this document upon request. This procedure is also included in the Parent's Rights brochure that you receive with your child's Individualized Education Program (IEP).

How Parents Can Help

As a parent, you can help your child follow the rules and help keep the school safe by:

- sharing the responsibility for the behavior of your child in school, at school-sponsored activities, and on the way to and from school
- preparing your child to take responsibility for attending school and for his or her own behavior
- fostering in your child positive attitudes toward himself or herself, others, the school, and the community
- communicating with school staff about your child
- attending individual or group conferences
- recognizing that school staff members have the right to enforce the policies of the Boston School Committee
- conducting yourself in a civil and non-disruptive manner when visiting the school
- being sure your child brings to school only those things that are appropriate in a school setting.

Where to Find the Code of Conduct

- ➔ Visit bostonpublicschools.org/code-of-conduct
- ➔ Visit bostonstudentrights.org and download the mobile app. Developed by students, it presents the Code of Conduct in a condensed, simplified format, plus information on student rights and responsibilities and legal aid resources.
- ➔ Contact any BPS Welcome Center (page 5) or the Superintendent's Office (617-635-9050 or superintendent@bostonpublicschools.org) to request a printed copy.

Offenses for Which Students May Be Suspended or Expelled

A student may be expelled for up to one calendar year **only for these serious offenses:**

- possession of a dangerous weapon;
- possession of a controlled substance;
- assault on a member of the educational staff;
- a felony complaint or felony delinquency complaint or conviction.

A student may be suspended for these serious offenses:

- Assault on school staff
- Sexual Misconduct
- Assault on any person
- Assault and battery on any person causing physical injury, except in self-defense
- Endangering the physical safety or mental/emotional health of another by the use of force or threat including technology, (includes bullying, cyberbullying, hazing)
- Setting or attempting to set a fire.
- Encouraging a physical fight by staging and/or instigating the fight, or by posting
- Possession of Firearms, Dangerous Weapons, and Objects of No Reasonable Use
- Bullying and Cyber-Bullying
- Bias-Based Conduct and Sexual Misconduct
- Possession and Use of Alcohol, Tobacco, and other Prohibited Substances
- Distribution or possession of any prescribed or non-prescribed controlled substance
- Use of tobacco products, including but not limited to e-cigarettes, drug paraphernalia, and vaping products on school property, at school-sponsored activities, or while on school-provided transportation is prohibited.
- Distribution or use of vaping products
- Theft and Vandalism
- Damaging or stealing school or private property, including tampering with school records.
- Unacceptable Use of Networks, Including Internet Platforms and Electronic Mail (Email)
- Presence in a part of the school building or grounds that are off-limits to students.
- Leaving the school building, and school-sponsored activities, including field trips or school campus without permission.
- Allowing any person unauthorized entry or re-entry into a school building, which includes propping doors open, with the intent to avoid school safety protocols.
- Preventing or attempting to prevent, by a physical act, the safe functioning of any part of any school,
- Intentionally causing a substantial disruption or materially interfering with the operation of the school or the teaching of other students. This includes repeated, unauthorized use of cellular phones.
- Making a bomb threat.
- Pulling/Reporting a false fire alarm.

NOTE: This list is meant as a guide only. Please refer to the Code of Conduct, Section 7, for a complete list of offenses and penalties.

Using Technology in School

Boston Public Schools (BPS) provides many technology resources for use by students and staff. These resources are to be used only for educational purposes. The BPS Acceptable Use Policy (AUP) outlines responsible use and prohibited activities when using all technology, including networks, electronic devices, and online resources. The policy was developed with input from BPS administrators, teachers, students, parents, community partners, school police, and the BPS legal advisor. It applies to all users of the BPS network, including staff, students, and guests. The School Committee adopted a new AUP in spring 2014 to cover many of the new technologies that our schools use or would like to use in their classrooms.

Every student is expected to follow all of the rules and conditions listed below, as well as those given verbally by BPS teachers and administrators, and to demonstrate good citizenship and ethical behavior at all times.

Acceptable Use Policy for Technology, Including the Internet: Student Responsible Use

1. **I am responsible for my computer account and email account.** I understand that passwords are private and that I should not share my password with anyone. I understand that I am responsible for all activities done through my account. I will not allow others to use my account name and password or try to use that of others. I understand that I will be in violation of the law if I attempt to electronically capture another person's password. I understand that it is important to log off the computer at the end of every session so another user cannot use my password.
2. **I am responsible for my language.** I will use appropriate language in my email messages, online postings, and other digital communications. I will not use profanity, vulgarities, or any other inappropriate language as determined by school administrators.
3. **I am responsible for how I treat other people.** I will use email and other means of communication responsibly (e.g., blogs, wikis, chat, instant messaging, discussion boards, etc.). I will not send or post hate or harassing mail, make discriminatory or derogatory remarks about others, or engage in bullying, harassment, or other antisocial behaviors while in school or out of school.
4. **I am responsible for my use of the Boston Public Schools network.** I will use BPS technology resources responsibly. I will not search, retrieve, save, circulate, or display hate-based, offensive or sexually explicit material. I will not search, retrieve, save or circulate images or information about weapons using any BPS technology resources unless authorized by the school administrator/teacher as part of a school assignment.
5. **I am responsible for my conduct on all online sites.** I understand that what I do on social networking websites should not negatively impact the school learning environment and/or my

fellow students, teachers, and administrators.

6. **I am responsible for being honest while I am online.** I understand that masquerading, spoofing, or pretending to be someone else is forbidden. This includes, but is not limited to, sending out emails, creating accounts, or posting messages or other online content (e.g., text, images, audio, or video) in someone else's name.
7. **I am responsible for protecting the security of the Boston Public Schools network.** I will not attempt to bypass security settings or Internet filters or interfere with the operation of the network by installing illegal software, including file sharing, shareware, or freeware, on school computers.
8. **I am responsible for protecting school property.** I understand that vandalism is prohibited. This includes but is not limited to accessing, modifying, or destroying equipment, programs, files, or settings on any computer or technology resource. I understand that I need authorization from a school administrator/teacher to use personal electronic devices that I bring to school, including but not limited to memory storage devices (i.e., USB drives).
9. **I am responsible for respecting other people's property online.** I will obey copyright laws. I will not plagiarize or use others' work without proper citation and permission. I will not illegally download materials protected by copyright, including but not limited to music and movies.
10. **I am responsible for following school rules whenever I publish anything online.** I will follow all guidelines set forth by the BPS and/or my teachers when publishing schoolwork online (e.g., to a website, blog, wiki, discussion board, podcasting, or video server). I understand that it is unsafe to post any personal information about myself, including but not limited to: my name, address, phone number, or school. I will not post photos of students with their first and last names on any online site, including but not limited to websites, social networks, blogs, wikis, and discussion forums, without the permission of the parent/guardian or student (age 18 and older).

Learn More about BPS Internet Safety

For more information for students and families about the Acceptable Use Policy:
bostonpublicschools.org/technology
(see the Acceptable Use Policy section)

BPS Policies

Residency Requirement for Students

Only students who live in the City of Boston may register for, and attend, Boston Public Schools per BPS policy and consistent with Massachusetts General Law Chapter 76, Section 5. The residence of a student under age 18 is the legal residence of the parent(s) or guardian(s) who have physical custody of the child. A student age 18 or older may establish a residence separate from his or her parents or guardians for school attendance purposes.

“Residence” is the place where a person lives permanently. Temporary residence in the City of Boston, solely for the purpose of attending a Boston public school, is not considered “residency.”

This residency policy does not apply to students experiencing homelessness. For questions, please call the Office of Legal Advisor, 617-635-9320.

Proof of City of Boston Residency

In order to register for admission to any Boston public school, the student’s parent or legal guardian must provide two proofs of residency in the City of Boston from the list below. Documents must be pre-printed with the name and current address of the student’s parent/guardian (or the student if 18 years of age or older). Legal guardianship requires additional documentation from a court or approved agency.

All names on required documents must be the same. If different, please provide legal documentation showing a name change.

The two items may not be from the same bullet.

- A utility bill (not water or cell phone) dated within the past 60 days
 - A current lease, Section 8 agreement, or BPS Landlord Affidavit (available at bostonpublicschools.org/residencypolicy) dated within a year
 - A deed, mortgage payment statement dated within the past 60 days, or property tax bill dated within the past year
 - A W2 form dated within the year, or a payroll stub dated within the past 60 days
 - A bank or credit card statement dated within the past 60 days
 - A letter from an approved government agency* dated within the past 60 days.
- ➔ Approved government agencies: Departments of Revenue (DOR), Children and Family Services (DCF), Transitional Assistance (DTA), Youth Services (DYS), Social Security, any communications on Commonwealth of Massachusetts letterhead.

Residency for Exam School Applicants

For special rules about residency for students applying to the city’s three exam schools—Boston Latin Academy, Boston Latin School, and John D. O’Bryant School of Mathematics and Science—see page 27.

Declaration of Boston Residency

Custodial parents and legal guardians of Boston Public Schools students, and students age 18 and older, must sign a statement,

under the pains and penalties of perjury, stating they are legal residents of the City of Boston. They also must agree to notify BPS if they move during the school year.

If a student moves out of Boston during the school year

- High school students may stay in their current BPS school if they move after the start of grade 12.
- Students in kindergarten–grade 11 who move out of Boston on or before April 30 will be discharged immediately.
- Students in kindergarten–grade 11 who move out of Boston after April 30 may complete the school year in their current school. They will be discharged from the BPS at the end of the school year.
- BPS does not provide transportation to students who live outside Boston.

Enforcement of the Residency Requirement

When the school department suspects that a family of a current BPS student lives outside of Boston, an investigation will take place. The BPS may suspect a student is not a resident if, for example, mail is returned due to an invalid address, the proofs of address submitted by the parent are inconsistent or suspicious, or a tip is received from school administration or an anonymous caller.

In addition to investigations of families suspected of non-residency, the residency investigator will conduct a limited number of residency checks of students selected at random from the exam schools and from non-exam schools. The residency investigator will also work with other outside agencies to obtain information relative to the residency of the student(s). Occasional MBTA checks may be done for students suspected of living outside the city and commuting to school.

What happens to students who violate the Residency Policy?

Students found to be in violation of the Residency Policy will be dismissed pending notification from Boston Public Schools.

In addition to dismissal from school, Boston Public Schools will impose a fine based on the cost of educational and related services received and may impose additional penalties on the family, such as legal action and the withholding of certain scholarships and prizes.

The parent/guardian of a student dismissed for non-residency may appeal the decision. The student may be allowed to remain in school during the appeal process. See page 9, “Advocating for Your Child.”

Residency Tip Line

617-635-9609

Call to leave anonymous tips about students attending Boston Public Schools who do not live in the City of Boston.

School Registration—Start Early to Learn about Your Choices!

The City of Boston has more than 120 public schools, all with unique offerings. Under the Boston Public Schools assignment policy, families have a wide selection of schools from which to choose. However, no school choice is “guaranteed.” Students are assigned by a lottery system that gives priority to applicants with brothers and sisters already in the school.

Registration and transfer applications for the 2023–2024 school year begin in January 2023. We encourage families to come during the first registration period for their child’s grade for the best chance of getting the school they want.

If your child starts kindergarten next year or is now in the highest grade offered at his or her current school, we recommend that you start researching this fall to learn more about your school choices.

In the Fall:

Discover Boston Public Schools

- **Find out what schools you can apply for.** Under the district’s school assignment plan, your school choices are based on your home address. Visit DiscoverBPS.org to view a customized list of your school choices.
- **Think about what you are looking for in a school**, such as special programs, student achievement, grade level structure (K0–grade 1, K–6, K–8, etc.), and size.

November through early January:

- **Learn more about each school on your customized list.** Do not rely just on what you hear from friends and family members. Every school is different, and schools can change over time. Get the latest information on each school online at DiscoverBPS.org, bostonpublicschools.org/schools, and in “Discover Boston Public Schools” magazine, available in late December in schools, BPS Welcome Centers, Boston Public Library branches, and on our website. Also, see your Customized School Quality Report Card (see page 54) with detailed information about each school.
- **Attend the BPS Citywide Showcase.** This showcase is a great opportunity for families and prospective students to meet Principals and staff members. It provides an opportunity for families to learn more about school choice, including the BPS school curriculum, after-school programs, athletics, and school spirit.
- **Visit schools during School Preview Days** (details on this page). This is the best way to get a sense of a school’s “climate” and expectations for its students.
- **Apply during the first registration period for the grade your child is entering.** If your student is new to the Boston Public Schools, you will need to apply at a BPS Welcome Center. Bring two specific proofs of residency (see page 44), the student’s immunization record, the student’s birth certificate, passport or Form I-94, the parent/guardian’s photo identification, and a transcript from the student’s last school (if applicable).

- For complete information on how to register for school, visit bostonpublicschools.org/register, call any Welcome Center (see page 5), or pick up a copy of our school choice magazine, “Discover Boston Public Schools,” available in schools, Welcome Centers, and Boston Public Library branches.

School Preview Days

During **School Preview Days** – November through January – schools welcome visitors on special dates and have activities to help parents make informed choices about their child’s next school.

- ☒ Check the BPS website for additional details and School Preview dates for each school. If you cannot visit at those times, contact the school to ask about scheduling a visit.

Full-time City of Boston employees who are parents or guardians of school-age children may take up to four hours of work time during School Preview Days to visit schools. To be eligible for this benefit, the employee must have a child who may be registering in the BPS for the first time or who is a current BPS student applying for a new school for one of the transition grades (kindergarten, grade 6, grade 7, and grade 9). This time is “paid time off” and will not be deducted from vacation, personal, or sick time. Eligible employees should contact their Human Resources office before using this benefit.

In addition, under the **City of Boston Parental School Leave Ordinance** (Chapter 12-13.3), parents of students in kindergarten–grade 12 may take up to 21 hours off per school year for school visits. Generally, parents must use vacation days, personal days, or compensatory (“comp”) time. This ordinance applies to employers who employ 25 or more workers in the same location. The parent must notify the employer about the planned visit in advance.

For more information, see BPS Superintendent’s Circular SUP-03, “Parental School Visits,” at bostonpublicschools.org/suptcirculars.

Transfers and Other Special Situations

Voluntary Transfer Requests. A parent or student age 18 and older may request an assignment to a different school. Voluntary transfers—those that are not for change of address, safety, programmatic, or disciplinary reasons—can be requested during the following dates:

- **Grades K0-K2:** until the end of January 2023
- **Grades 1-12:** Until the end of November 2022

Waitlists expire after these dates as well.

To request a voluntary transfer, visit any BPS Welcome Center. All transactions require photo identification (photo ID). Before you fill out the form, ask if there is an available seat in the school you are requesting.

BPS Policies

Registration Policies (cont.)

Safety Transfers. It is sometimes necessary to assign a student to a different school to ensure a safe learning environment for that student. Safety transfers are initiated through a student's school. (Please see page 37, Student Safety & Emergencies.)

Long-term Suspension and Expulsion. BPS may assign elementary school students to another school for disciplinary reasons. Middle school and high school students will be assigned only to alternative programs.

Change of Address. If a student moves and their current school is one of their home-based choices based on the new address, they can remain in their current school, but their eligibility for yellow bus transportation may be affected. Students who move and whose current school is not in their home base may have to change schools. However, the student may continue to attend their school, through its highest grade, if the parent agrees in writing to provide transportation to the school. If the family requests a transfer due to a new address, we will try to assign siblings to the same school if seats are available.

Students Experiencing Homelessness. Students whose families become homeless have the right to stay in the school they last attended or to go to school in the new area or town where they live temporarily. BPS also has a program dedicated to providing resources and support for students experiencing homelessness. For more information, call the BPS Homeless Education Resource Network (HERN), 617-635-8037.

Over-Age Students. Students ages 20-21 will be referred to the BPS Re-Engagement Center to discuss enrollment options. This includes current students as well as new students and those who are re-enrolling in the BPS. However, Heads of School may allow some students to remain in the current high school. Students also have the right to appeal the Heads of school's decision to refer them to the Re-Engagement Center by contacting the Welcome Services department at 617-635-9046.

Before You Visit a School

Schools welcome visitors on most school days. It is best to call before you visit to be sure someone will be available to show you around and answer your questions. Find out if there are special times scheduled for visitors to take a tour and meet the Principal.

For More Information

- ➔ Contact the BPS Welcome Centers, listed on page 5.
- ➔ greatschools.org/find-a-school/slideshows/3469-choosing-an-elementary-school.gs

School Assignment Policy

BPS has adopted a Home-Based student assignment policy to assign students to kindergarten through grade 8. All of our high schools remain citywide options for our students.

The Home-Based plan uses a student's home as the starting point.

- BPS will offer a customized list of school choices for every family based on their home address. It includes every school within a one-mile radius of their home plus, as needed, nearby schools based on their School Quality Framework (SQF) tier. Learn more about SQF at bostonpublicschools.org/schoolquality. This ensures that every family has access to high-quality schools, no matter where they live.
- The list may also grow, as needed, to include schools offering K0, Advanced Work Class (AWC), and more, and to ensure we can offer every child a seat in a school on his or her list. These are called "Option Schools."
- Families may also select any citywide school. And some families may have regional options, as well.
- Every family will have a choice of at least six schools; most will have between 10 and 14 choices.
- The Home-Based plan uses an algorithm similar to a lottery; therefore, we cannot guarantee an applicant will be assigned to one of his or her top choices.
- Due to limited seating, we cannot guarantee an assignment to K0 or K1.
- Students who apply for K0, K1, and grades 6, 7, and 9 in January have the best chance of assignment to their top choice schools. The registration and transfer period begins in February for students applying for K2 and all other grades.

Valuing Family

The Home-Based plan continues to work to keep families together. As such, the plan includes sibling priority. While BPS cannot guarantee siblings' seats in a particular school, the sibling priority is the highest priority we offer to ensure that we make every effort within our policies to keep families together.

Supporting English Learners and Students with Disabilities

The Home-Based plan creates community clusters of school options to ensure that students can enroll in schools that offer quality programs closer to home.

English Learner students have access to schools on their home-based list as well as program options in their wider cluster.

Depending on their needs, students with disabilities may be able to choose seats from the home-based list, or they may be assigned to a program within the cluster in which they reside if their Individualized Education Program calls for specific services or level of services.

Registration Policies (cont.)

A few programs remain citywide, as well.

You can read about the plan in more detail and learn about school options in our Discover BPS magazine.

What are “priorities?”

Sometimes a school does not have room for every student who lists it as a choice. When this happens, the computer assigns students based on choice and priorities. Sibling priority is one of our highest priorities, and other priorities include EEC/ELC priority, Present school priority, and East Boston/Non-East Boston priority.

- **Sibling Priority**

We try to assign children in the same family to the same school if the parent requests it. If you want your children to go to the same school, ask the Welcome Center staff how to apply for sibling priority. However, sometimes a school does not have room for all the siblings who apply, so we cannot guarantee sibling assignments. Be sure to list sibling preference the first time you apply.

- **Present School Priority**

Present school priority gives a student priority to a program in their school over another student attending a different school. For example, a student currently enrolled in grade 3 at the Hennigan School will receive a priority to a grade 4 AWC (Advanced Work Course) seat at the Hennigan over a grade 3 student attending the Mendell School who has selected the Hennigan AWC program.

- **Priority for EEC and ELC students applying for Grade 2**

Students completing grade 1 at an Early Learning Center (ELC) or Early Education Center (EEC) that does not have a Pathway school will be assigned to available grade 2 seats before students new to BPS or those applying for transfers from other elementary schools.

When assigning these students to grade 2 seats, including assignments from waitlists, the usual factors will be considered, including the registration period when the students applied, any other priorities, and their random number. Exceptions may include program seats for English Learners and services for some students with disabilities.

- **East Boston/Non-East Boston priority**

Due to its unique location, East Boston general education students beginning in K2 have a guarantee of an assignment in East Boston if they so choose.

- Customized school choice lists for East Boston students will include all schools in East Boston.
- East Boston residents are given a priority over non-East Boston applicants for seats in East Boston. A student’s customized choice list may also include some schools outside of East Boston, but the priority would not apply to these schools.
- Since this priority limits access for non-East Boston residents who may have East Boston Schools on their lists, these students will also have a priority over East Boston students to any non-East Boston schools on their choice lists.

- **Random numbers**

The computer gives each application a random number. Random numbers are used to break “ties” between students who have the same priorities for the school.

How does this work? Let’s say there is one seat left for K2 at the Kenny School. All applicants with siblings have been assigned. Three additional students, all without sibling priority, listed the Kenny as their first choice. The student with the lowest (“best”) random number will be assigned, and the other students will be placed on the waitlist.



Student Records

The student record includes all information concerning a student maintained in any form by the Boston Public Schools that is organized on the basis of the student’s name or in a way that the student can be individually identified.

The student’s transcript, or **permanent record**, includes the student’s name, date of birth, address, years and grades completed, and courses and grades earned. The permanent record is kept for 60 years after the student leaves the school system.

All other records regarding the student are **temporary records** and are destroyed seven years after the student leaves the system upon written notification to the student or parent/guardian. Graduating students and parents/guardians have a right to receive the temporary record upon leaving BPS or before it is destroyed. They may request the record by contacting their current school administration or the building administrator of the school they last attended. A parent/guardian or student must sign a Release of Record Form for the record.

A parent of any student, or a student who has entered high school or is at least 14 years old, has the right to inspect the student record upon request. The parent or student should receive the record no later than ten days after the request and may ask to have the record interpreted by another person or amended by the Principal. Call your child’s school if you would like to see your child’s student record. However, once the student turns 18, parents must have

BPS Policies

Student Records Policies (cont.)

written consent from the student to inspect or receive records.

For more information on student records:

- ➔ Superintendent's Circular LGL-7, "Student Record Procedures"
- ➔ www.doe.mass.edu/lawsregs/advisory/cmr23qanda.html?section

Student Health Records

Under federal and state student record laws and regulations, student health records are subject to special confidentiality protections. Although the student health record is part of the temporary record, it does not have the same accessibility as the transcript or temporary record. Generally, only the school nurse can fully access the student's health record information in the temporary record. For information about when the law allows certain health information to be released to school staff other than the nurse without the parent's consent, see Superintendent's Circular LGL-16, "Student Health Information," on the BPS website.

Obtaining Records of Former BPS Students

Former BPS students can obtain a copy or an official transcript and proof of graduation by submitting a request in writing. Please visit the BPS website for details and for a copy of the School Request Transcript Form: bostonpublicschools.org/request-transcript

If your high school is still open...

Fill out a School Transcript Request Form and fax it or mail it to the school. Contact information for each school is on the schools listings page of the BPS website.

If your high school has closed...

- ➔ Call the BPS Closed Schools Transcript Request Line: 617-635-7327
- ➔ Print and complete the Transcript Request Form from: bostonpublicschools.org/request-transcript and mail it to: Office of Instructional & Information Technology
Boston Public Schools
2300 Washington St., Roxbury MA 0211
or fax to: 617-635-9164
- ➔ Request a student transcript online at: bpsma.scribder.com

Records of Student Leaving the Boston Public Schools

When a student leaves the Boston Public Schools to attend a non-BPS school, the BPS will send the student record directly to the new school. Keep in mind that when a student transfers to a new school during the summer, it may take several days or weeks for the parent to get the record from the school. Staff is in school buildings for very limited hours in July and August.

Release of Student Information

Usually, no individual or organization is legally allowed to have information in the student record without the written permission of the parent or eligible student. However, there are a few exceptions that allow schools to release student information without the parent's consent and sometimes with notice, as provided in this Guide. Examples of exceptions include:

- Under state law, when a student transfers to a new school, the student record (including the Special Education record) may be transferred to the new school without the parent's consent, so long as the parent receives annual notification of this law.
- Release of information may be necessary to protect the health or safety of a person and may be requested by the Mass. Department of Children & Families (DCF), Department of Youth Services (DYS), a probation officer, or other law enforcement or education agencies.
- Under federal law, public school districts must release the names, addresses, and telephone numbers of secondary school students to U.S. military and higher education recruiters. However, the parent or student has the right to request in writing that this information NOT be released. There are two ways to submit such a request:
 - Complete the section "Release of Information to Military and Higher Education Recruiters" online at bostonpublicschools.org/contact.
 - Submit your request in writing to the school Principal or Head of School by written note or email. Since recruiters generally request this information early in the school year, you must submit your request by October 1, 2022, to avoid being solicited.
- As required by the Massachusetts Education Reform Law, public school districts must give charter schools the names and addresses of their students for recruiting purposes. If you do not want this information released, please complete the section "Release of Information to Charter Schools" online at bostonpublicschools.org/contact.
- The Boston Public Schools releases the following information without parent consent: student's name, age, the neighborhood of residence, and dates of attendance. If you do not want this information released without your consent, you must notify the Principal or Head of School by October 1, 2022. You can also update this information on our website: bostonpublicschools.org/familyguide.

The Boston Student Advisory Council says...

BPS has a responsibility to make sure students and parents know about their right to opt out. After you have thought about your options, you may decide that military service is for you. You should be aware of gimmicks that recruiters use and watch out for incomplete or confusing information. We have the right to choose our futures, but we also have the right to know what we are getting into.

Massachusetts law [M.G.L. C.71, section 34H and 603 CMR

23.07 (5) (a)] describes the procedures by which public schools provide student record information to non-custodial parents. For information, go to: www.doe.mass.edu/news/news.aspx?id=3063

Copies of BPS policies on student records and parents' and students' rights to student records are available at each school. A parent or student may file a complaint with the Family Policy Compliance Office in the U. S. Department of Education for alleged violations of the Family Educational Rights and Privacy Act (FERPA) and its regulations.

Graduation Ceremonies

Graduation from high school is a very important and special occasion. All BPS high schools honor their graduates with formal ceremonies during which they present diplomas, scholarships, and other recognitions. Only those students who have met all BPS high school promotion requirements and met the state's Competency Determination requirements for ELA, math, and science & technology/engineering MCAS tests may participate in high school graduation exercises and receive a diploma. Students who have not met graduation requirements may not "walk across the stage" and receive a blank piece of paper in place of a diploma.

There are only three exceptions to this policy:

1. Students who have completed two years in a technical-vocational program at Madison Park and who have earned a **Certificate of Competence** may participate in graduation ceremonies.
2. Special Education students with significant disabilities who are 22 years old and exiting high school based on their age and attainment of IEP goals will receive a **Certificate of Attendance** and are also permitted to participate.
3. Other students with disabilities who meet these requirements may choose to participate:
 - Student has no more than nine unexcused absences in the prior school year
 - Student has taken Grade 10 MCAS at least three times in each subject which the student did not pass or has submitted at least two "alternative assessment" portfolios
 - Student has completed the grade 12 year in good standing as defined in the IEP and has met all school and BPS non-academic standards.

Many schools hold end-of-year assemblies to recognize students who are promoted from kindergarten, grade 5, and grade 8. However, **these celebrations are not graduations**. Schools are discouraged from calling them graduations, presenting "diplomas," and having students wear caps and gowns.

All students except graduating high school seniors are expected to attend school through the last (180th) day—even if the end-of-year ceremony takes place before the last day of school—and will be marked "absent" if they do not attend.

Homework

Boston Public Schools educators believe that when students spend time on meaningful homework assignments, they are more likely to achieve academic success. Homework builds on classroom work and encourages the development of self-discipline and personal responsibility. It also promotes cooperation and communication between families and the school.

Every BPS student should have homework assignments every school day. See page 18 (elementary school), page 20 (middle school), and page 22 (high school) for homework guidelines. Teachers are responsible for assigning homework.

If you have questions about homework, or if you or your child has concerns about the value or amount of homework assigned, contact the teacher first, then the Principal or Head of School.

Tardiness

All students are expected to report to school on time every day. Students who arrive after the beginning of the day are tardy. They must follow the school's tardy procedures in order to be considered present for the day. High schools may count excessive tardiness as an absence. See page 14 for more information (Punctuality).

It is the policy of the Boston School Committee (approved May 24, 2006) that tardy students must be permitted to enter the school building and not excluded. Heads of School and Principals must (a) review their current tardy policies with their School Site Councils, (b) develop reasonable consequences to deal with student tardiness and positive incentives to encourage punctuality, and (c) closely monitor compliance with these policies.

Student Lockers

Middle schools and high schools assign lockers to each student to store their school supplies and personal belongings. Lockers are not available for middle school students in some K-8 schools. The school provides locks and keys. Students may not use their own locks.

It is important for parents and students to understand that lockers remain the property of the Boston Public Schools while students are using them. School staff has a right to search lockers and any personal items inside the locker (such as coat pockets).

The Boston Student Advisory Council says...

The tardiness policy is about respect for students and their education. BPS administration saw that it was wrong to punish tardy students by keeping them out of school. Schools need to continue to develop positive incentives that will make students WANT to come to school; for instance, by improving school culture and emphasizing help for tardy students rather than detention or punishment. And students need to show how important education is to them—by showing up on time.

BPS Policies

School staff inspects all lockers at least once a year for general clean-up. They also inspect lockers when they suspect a safety or security problem. Any illegal, prohibited, or potentially dangerous items or evidence of a crime found during a locker search will be given to the appropriate authorities.

Check your school's School-Based Rules for more details on locker procedures.

Mobile Phones

The Boston Public Schools' policy on mobile telephones is designed to ensure that the use of cell phones does not interfere with teaching and learning during the school day. This policy applies to all students enrolled in all Boston Public Schools at all levels, including pilot schools and Horace Mann charter schools.

1. Students are permitted to use cell phones only during the following times:
 - before and after school hours outside or inside the school building;
 - at after-school or sports activities, only with the permission of the coach, instructor, or program director;
 - at evening or weekend activities inside the school building;
 - in the classroom, with the teacher's permission, for educational purposes.
2. The use of cell phones for any purpose—including telephone calls, text messaging, and other functions—is not permitted at any other time on school grounds.
3. Cell phones must not be visible during the school day.
4. Cell phones must be turned completely off (not simply on silent or vibrate mode) during the school day.

Penalties for students who violate the policy will be as follows:

- **First offense:** The cell phone will be confiscated and returned to the student at the end of the school day.
- **Second and subsequent offenses:** The cell phone will be confiscated and returned only to the student's parent or guardian. The student may not bring a cell phone to school for the remainder of the school year.
- **Repeated violations of this policy:** Students may be subject to additional disciplinary action consistent with the Code of Conduct.

Personal Property

It is upsetting for students and school staff when valuable personal items, such as jewelry, toys, or electronics, are lost or stolen at school. We strongly encourage families to be sure that children do not bring valuable items to school.

The Boston Student Advisory Council says...

Cell phones are important to many students who need to communicate with family or after-school jobs. We need them—but we do not want them disrupting anyone's education. The BPS cell phone policy was developed by and for students to strike a fair balance between respecting our learning environment and respecting students' rights.

If such items cause disruption, the School-Based Rules may allow staff to take the property away from the student while at school. The School-Based Rules also may state that certain items should not be brought to school in the first place.

We make every effort to return all personal property to the student or parent. However, we cannot be responsible for replacing lost or stolen property or compensating the family for the value of that property.

Report Cards

Schools issue report cards at the end of each marking period. In general, elementary schools and grades K–5 in K–8 schools have three marking periods. Most middle schools, grades 6–8 in K–8 schools, and high schools have four marking periods. Some K–8 schools may request to have one type of marking period for all grade levels. You will find the marking periods for 2022–2023 inside the back cover of this Guide. A School Site Council may request a different marking period schedule from the one established by the central office.

Usually, students bring their report cards home for their parents or guardian to sign. Students then bring it back to the teacher. Some schools give out report cards at Open House or parent-teacher conferences.

In the middle of each marking period, schools must send warning notices home with students who are in danger of failing.

To find out how your child is progressing, call the school to schedule a parent-teacher conference. The BPS Welcome Centers can advise you on how to have a successful meeting with your child's teacher. They are listed on page 5. Also, see page 10, "Preparing for a Productive Parent-Teacher Conference."

Families can also monitor their child's academic progress online through the district's SIS (Student Information System) Family Portal. Visit bostonpublicschools.org/SIS for details. More information is available at your school.

Athletics

There are many opportunities for BPS middle school and high school students to participate in athletics. BPS Athletics is a member of the Massachusetts Interscholastic Athletic Association (MIAA), and its athletic programs must comply with all MIAA rules. To participate, every student-athlete must successfully pass a physical examination within 13 months before the start of each sports season, have a signed parental consent form, and maintain a qualifying grade point average and attendance rate.

Massachusetts law requires all student-athletes and their parents, as well as coaches, athletic directors, school nurses, and physicians, to learn about the consequences of head injuries and concussions through training programs and

Athletic Opportunities at BPS

Fall- Cross Country, Cheerleading, Football, Soccer, Volleyball

Winter- Basketball, Ice Hockey, Indoor Track, Swimming, Wrestling

Spring- Baseball, Outdoor Track & Field, Softball, Volleyball, Tennis

written materials. Parent volunteers and parents/guardians of students who participate in any extracurricular athletic activity will receive more information from their school. The text of the law can be found at: malegislature.gov/Laws/GeneralLaws/PartI/TitleXVI/Chapter111/Section222

More information on BPS athletics is available at schools and on the BPS website, bostonpublicschools.org/athletics.

School Cancellations

On occasion, the BPS may need to close school because of bad weather or an emergency situation. We communicate cancellation information in these ways:

- Automated telephone calls to students' homes
- Major radio and television stations, beginning at 5:30 a.m.
- Mayor's Hotline: 311
- BPS Central Office 617-635-9000
- BPS website bostonpublicschools.org
- BPS Twitter (@bostonschools) and Facebook (@bostonpublicschools) accounts
- City of Boston website cityofboston.gov/snow *
 - Sign up to be notified of snow emergencies, parking bans, and school cancellations by phone or email.

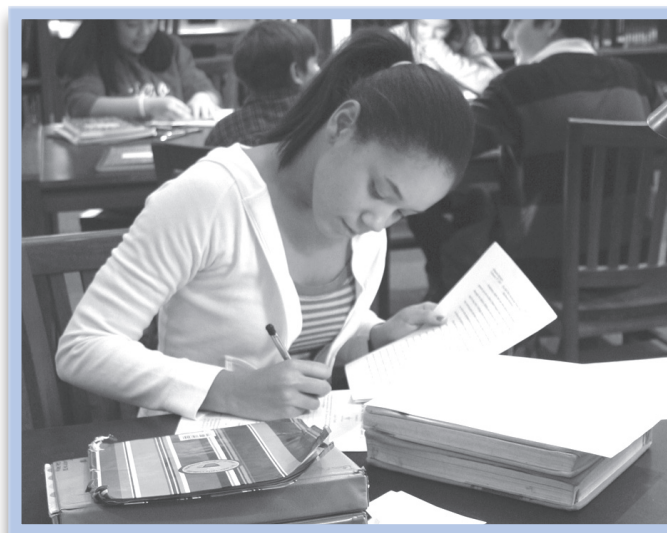
Whatever our decision regarding school opening, the parent should make the final decision on whether it is safe for their child to go to school. If a parent decides to keep a child home because of safety concerns, the absence will be excused when the parent sends a note. (Please see page 14, "Promotion Policy: Attendance.")

- ➔ **If schools are closed:** The day will be made up at the end of the school year.
- ➔ **If bad weather develops during the school day:** Dismissal will be at the regular time.
- ➔ **After-school programs:** When school is canceled, all after-school programs in Boston Public Schools, BPS athletic events, and evening classes and events are also canceled.

By state law, the school year for students must be 180 days. Under the Boston Teachers Union contract, the last day of school must be no later than June 30. If necessary, we will adjust the BPS calendar to comply with these requirements. You will receive information from your child's school.

Tobacco-free Environment Policy

The possession, use, and display of all tobacco and nicotine products and equipment, including electronic vaping devices, are prohibited on school property and within 50 feet of school property at all times, and also at all school-sponsored, off-campus activities. "School property" includes school buildings, offices, warehouses, athletic fields, school buses and vehicles, parking lots, sidewalks/walkways, and any other property under BPS jurisdiction. This policy applies to all individuals, including school staff and visitors. Violators may be subject to a fine. Students who violate the policy will be subject to discipline as outlined in the Code of Conduct and/or school handbook. See Superintendent's Circular HWD-06 for the complete policy.



Care of Books and Other Materials

Our schools supply students with the textbooks and other materials they need for school, free of charge. Textbooks and library books are owned by the BPS.

Most textbooks now in use in our schools are in good condition. New books are purchased each year as needed. Students are expected to return them in good condition. All textbooks that are taken home by students should be covered.

If a student damages or loses a book or other school property, the student or parent may have to pay for a replacement. Families should be aware that many textbooks are very expensive.

School Uniforms

The Boston Public Schools does not have a districtwide school uniform. However, it does have a School Uniform Policy. Under the policy, each School Site Council must choose one of three options:

- no school uniform;
- voluntary uniform or dress code; or
- mandatory (required) uniform or dress code.

Even if your child's school has a mandatory uniform policy, you have the right not to participate. To do this, send a letter to the Principal stating why your child is not participating. School staff must allow students who are not wearing uniforms to attend school.

Drinking-Water Availability

By law, schools must make drinkable water available to all students during the school day at no cost. All schools offer water fountains or bottled water dispensers, including in the cafeteria or in areas where students eat during mealtimes. All water sources used for drinking and food preparation or medical services are tested annually. For more information about water safety and availability, contact the Office of Health and Wellness, 617-635-6643, or visit bostonpublicschools.org/water.

BPS Policies



Expectant and Parenting Student Policy

The EQT-08 Superintendent Circular details the BPS policy and practices to support students who are expecting and parenting so they can stay in their school and accomplish their academic goals. We use the inclusive term expecting because the policy applies to students, regardless of gender identity, who are either pregnant or have gotten someone pregnant. As part of this policy, all schools with any grades 6-12 must appoint a liaison for the Expectant and Parenting Student Policy who is responsible for communicating about the policy within the school community.

Student Engagement and Governance

Every Boston public middle and high school (including district schools, exam schools, and alternative, pilot, and in-district charter schools) must have a **written student engagement plan** documenting opportunities for students to assume leadership roles within classrooms and the broader school community, as stated in the **BPS Seven Essentials of Whole School Improvement**. The student engagement policy should be part of each school's **Family Engagement Plan**. As part of this policy, each high school must also have a functioning and engaged student government. Middle schools are encouraged to have a student government. Student leaders in this body will represent their peers by serving as advisors, researchers, and participants in the decision-making process at the school and district levels. Student government serves to engage students in learning about democracy and leadership.

The student government should reflect the diversity of the students in the school in terms of race/ethnicity, gender, grade level, educational program (e.g., general, special, and bilingual education), and other factors. The number of participants depends on the size of the school. The recommendation is 10-15 students. Small Learning

Communities (SLCs) are also encouraged to develop their own student governments, with two representatives from each SLC forming the school-wide student government.

The Principal/Head of School, with student input, should appoint one or more faculty advisors to oversee each student government. Every Head of School is responsible for ensuring that the student government is established at their school. See Student Government Circular FAM-3.

The Boston Student Advisory Council (BSAC) is a citywide body of student leaders representing their respective high schools. BSAC is the primary vehicle for youth engagement in the BPS and serves as the voice of students to the Boston School Committee. BSAC representatives offer perspectives on school reform efforts and inform their respective schools about relevant citywide school issues. BSAC also ensures that students are included in decision and policy-making that impacts their lives and educational experiences. See Superintendent's Circular FAM-06.

➔ For more information:
bsac@bostonpublicschools.org, 617-635-9446

BPS Seven Essentials of Whole School Improvement

The Core Essential – Effective Instruction

Use effective and culturally relevant instructional practices and create a collaborative school climate that improves student learning, promotes student engagement, and builds on prior knowledge and experiences.

Essential Two – Student Work & Data

Examine student work and data to drive instruction and professional development.

Essential Three – Professional Development

Invest in professional development to improve instruction.

Essential Four – Shared Leadership

Share leadership to sustain instructional improvement.

Essential Five – Resources

Focus resources to support instructional improvement and improved student learning.

Essential Six – Families & Community

Partner with families and community to support student learning and engagement.

Essential Seven – Operational Excellence

Maintain high levels of effectiveness, efficiency, and equity in operations.

More Resources for Families

Every Student Succeeds Act

What is the Every Student Succeeds Act?

The Every Student Succeeds Act (ESSA) was signed into law by President Obama in 2015. ESSA includes provisions that will help to ensure success for students and schools and ensure opportunity for all of America's students. ESSA...

- holds all students to high academic standards
- prepares all students for success in college and career
- provides more children access to high-quality preschool
- guarantees that steps are taken to help students, and their schools, improve
- reduces the burden of testing while maintaining annual information for parents and students
- promotes local innovation and invests in what works

ESSA includes nine 'Titles,' most of which provide funding to states and school districts. The largest is **Title I**, which funds programs to improve the academic achievement of disadvantaged students. In return for funding, states and school districts must comply with the requirements of the law. ESSA gives states more flexibility than the previous bill did to set their standards for measuring school and student performance.

How does ESSA affect the Boston Public Schools?

The Massachusetts plan for school accountability and support required by the Every Student Succeeds Act (ESSA) was approved by the U.S. Department of Education in April 2018. More information about this new accountability system is available at DESE's District and School Accountability website www.doe.mass.edu/accountability.



School Accountability

Boston Public Schools are held accountable by DESE for student outcomes for all students in their school. These outcomes include how well students perform on standardized tests in English, math, and science, how much their test scores improve in English and math, how much progress English Learners make towards becoming proficient in English, and the percentage of students considered chronically absent (missing 10% or more of days enrolled). These factors apply to all schools, but high schools have additional outcomes they are responsible for, including high school graduation rate, extended engagement rate, annual dropout rate, and the percentage of students who complete advanced coursework such as Advanced Placement classes.

Schools and districts are then placed in accountability categories based on the progress that schools are making and the type of support or assistance they may receive from DESE.

Early Childhood Education

The K0s, K1s, and K2s in many Boston Public Schools are accredited through the National Association for the Education of Young Children (NAEYC). NAEYC accreditation is a national, voluntary accreditation system. Administrators and K0, K1 and K2 teachers in NAEYC accredited schools have received specialized training to ensure they are meeting these national standards of best practices and are providing a high-quality early childhood program.

➔ More information and a list of NAEYC accredited schools www.bpsearlylearning.org/naeyc-accreditation

➔ Further questions about NAEYC accreditation Early Childhood Department at 617-635-9063.

School and District Report Cards

Each year, all states and school districts must distribute report cards for each school. These report cards are different from the student report cards that tell you how well your child did in school. Just as a student's report card shows how they are doing in different classes, school and district report cards are designed to show how a school or district is doing in different areas.

The School Report Card includes information about:

- academic opportunities available to students
- the amount of money spent on each child
- how many teachers are licensed to teach what they are teaching or how many are considered experienced (teaching for at least three years)
- how well students in your child's school did on the last round of statewide tests for English Language Arts and math

More Resources for Families

- how different groups did on those tests:
 - students from different racial and ethnic groups
 - students eligible for free and reduced lunch
 - students with limited English proficiency
 - students in Special Education classes
- the percentage of students in each of the subgroups that took the tests
- how the school district and the state did overall on the tests
- attendance and discipline rates
- graduation rates for high schools.

The **District Report Card** also includes information on how all the different groups of students did on statewide tests compared to the average of all students in the state.

Why are school and district report cards important?

These report cards give parents information to help them make decisions about their child's education before the next school year.

How do I get a copy of my child's school and district report cards?

Schools must send school report cards to parents, either by email or by giving them to the students to take home. Schools must give parents district and school report cards if they ask for them. They are also available in BPS Welcome Centers and on each school's website. Find the websites at bostonpublicschools.org/schools and click "View School List".

Where can I get help reading my child's school and district report cards?

The report cards should be parent-friendly and give information in an easy-to-understand way. Ask the school Principal if you do not understand something on the report card.

What can you find out about your child's teachers' qualifications?

You have the right to know about the qualifications of the teachers in your school and specific information about your child's teachers. Schools must have information about teacher quality on-site, and they must give you this information if you ask for it. Some schools may ask you to request the information in writing.

You can find out:

- whether the teacher meets the state teaching standards for the grades and subjects they teach
- whether the teacher is teaching under emergency status because of special circumstances
- what the teacher's major in college was
- whether the teacher has any advanced degrees and in what areas of study
- whether paraprofessionals are providing services to your child and, if so, what their qualifications are

Once a year, the school district must tell you how many teachers in your child's school are highly qualified. This information will be part of your child's school report card. (Please see "School and District Report Cards" on this page.)

School-based Health Centers

A School-based Health Center is a clinical setting that offers screening services, mental health counseling, and sexual & reproductive health care. They are operated by either the Boston Public Health Commission or local Community Health Centers.

Another Course to College (Mental Health & STI Testing) ★
617-635-8865

Blackstone Elementary
South End Health Center
617-425-2000

**Boston Community Leadership Academy /
New Mission High School ★**
617-910-2333

Boston Latin Academy ★
617-534-9930

Brighton High School ★
617-534-9958

Burke High School ★
617-534-9954

Charlestown High School
North End Waterfront Health
617-643-8000

East Boston High School
EBNHC
617-568-4877

Gardner Pilot Academy
Charles River Community Health Center
617-783-0500

Madison Park Technical Vocational High School ★
617-534-9965

Snowden International School at Copley ★
617-534-9967

TechBoston Academy
Codman Square Health Center
617-825-9660

Young Achievers K-8 School
Mattapan Community Health Center
617-296-0061

★ School-based health centers run by the Boston Public Health Commission. For more information, contact:

Jeremiah Woodbury, Director, Division of Child and Adolescent Health at BPHC, 617-534-5198

schoolhealth@bphc.org

bphc.org > Child Adolescent & Family Health

Parent Engagement Policy

Parents are important to their children's success in school. Title I schools must have a written **Parent Engagement Policy** developed with and approved by parents. This policy should spell out how parents will be involved as partners in their children's education. This plan should be reviewed every so often as parents' concerns change. Parents should be included in developing, reviewing, and evaluating the policy.

What information is in the Parent Engagement Policy?

The policy must cover three main areas:

(1) policy development, (2) shared responsibility for student success, and (3) the ability of educators and parents to work together to help all students meet learning goals.

- **Policy development.** The policy must say how parents will be involved in developing the school's Parent Engagement Policy. It should describe how parents give input and approval for the policy and the Title I program plan. For example, there should be a plan for consulting parents on major decisions about how to use Title I money. This policy should say how the school supports parents to attend important meetings about Title I, such as by providing transportation, food, and child care.
- **Shared responsibility.** The policy must include a copy of a Home-School Compact that says how the school will work with parents to help students improve academically. The policy should give the goals of the compact. It should also say how parents and the school create the compact together. (For more details on the compact, please see page 55, "The Home-School Compact.")
- **Skills and knowledge of educators and parents.** The policy should address the training and information needs of parents and educators. Parents should have a chance to learn about:
 - the standards and specific learning goals students are expected to meet
 - how student progress is measured
 - how students will be assessed
 - how parents can work with teachers to improve their children's achievement
 - the materials and training opportunities available to help parents work with their children.

Staff should have a chance to learn about the importance of including parents as equal partners. Whenever possible, parents should be part of staff training sessions.

Who writes the policy?

Schools must involve parents in writing the Parent Engagement Policy. Your child's school will hold a meeting at the beginning of the school year to get your input.

How can I get a copy of my child's school's Parent Engagement Policy?

Ask your child's Principal or the school's parent liaison for a copy of the policy. The policy should be easy to understand. If you need help understanding the policy, ask your child's Principal. The policy is translated into other languages besides English.

How can I get involved in writing my child's school's Parent Engagement Policy?

The school must explain the Title I program at an annual meeting—often called an Open House—for parents. Most schools hold their Open House early in the school year. The school must let parents know that they have the right to be involved and let them know how they can be involved in the school as a whole and in writing the Parent Engagement Policy. If you cannot attend this meeting, your involvement still matters—to your child and the school. Call the Principal and ask how you can participate.

Home-School Compact

Every Title I school must have a Home-School Compact. The Home-School Compact is a document that clearly defines how the school and parents will build a partnership to help students succeed academically. A compact outlines how the school will meet the needs of its students and the roles and responsibilities of parents and students. It serves as the basis for a written agreement between individual students, their parent/guardian, and the school. The parent/guardian, the student, the student's teacher, and the school Principal all sign the agreement.

What does the compact include?

The compact includes all the responsibilities and tasks that parents, students, and teachers agree to do to help students learn. Compacts are school-specific and should be translated into the families' home languages.

It should cover what the **school** will do to:

- provide high-quality instruction to all students
- monitor the progress of all children
- make sure that all students get challenging work and high-quality instruction
- create ways for parents and teachers to be in good working relationships
- communicate with families about student progress
- make certain that parents have reasonable access to school staff
- make sure families get the information, materials, and training they need to help students with complex subjects such as math and science

The compact also outlines how **parents** will:

- support learning at home
- to the extent possible, avoid tardiness and absences
- communicate with teachers
- engage in the shared decision-making process

The compact will also outline how **students** will:

- To the extent possible, avoid tardiness and absences
- Show respect for themselves and others
- Complete all work to the best of their ability, on time
- Engage in the shared decision-making process

How can I get a copy of the Home-School Compact?

You should receive a copy to sign at the beginning of the school year. You can also request a copy from your school.

More Resources for Families

Quality School Plan

A Quality School Plan (QSP) is the plan that your child's school has in place to guide teaching and learning for the school year. The plan says what the school is doing to improve outcomes for all students.

The QSP is also the school's Title 1 Schoolwide Project Plan and must meet all the Title 1 requirements.

What does a QSP include?

The QSP includes:

- a needs assessment that includes achievement data
- instructional goals and strategies
- school reform strategies
- student support strategies to help struggling learners
- how the school will include parents in their children's learning
- the training that teachers will get to help them do a better job
- how the school can make the best use of all its resources
- how student test score information will be used to improve teaching
- what type of support is best for students
- what the school will do to close performance gaps among groups of students
- the school's budget for local funds and for all the school's grants
- the school's plan for wellness efforts called the Wellness Action Plan.

How can I look at my child's school's QSP?

You are welcome to read it at the school.

Schools should have summaries of their plan to give parents and others who want to know the school's plans. Schools should translate their summaries for the major language groups in their school.

If you need help understanding your child's school's QSP, ask the Principal to review it with you.

English Learners

If you are the parent of an English Learner (EL), you can expect that:

- Your child's level of English will be tested each year until they become proficient. You will receive the language assessment report every year. If your child is not meeting state benchmarks, you will be notified and asked to provide recommendations for how your child's school can help your child to meet language goals. For more information, visit www.doe.mass.edu/ele/resources/benchmarks.
- If the Boston Public Schools thinks that your child should be in a program to learn English, you have the right to choose the program you think is best. Please see pages 24–25, **English Learners**, for information on the different EL programs offered in the BPS.
- EL programs for students with disabilities should also meet the needs of their Individualized Education Programs (IEPs).
- In addition to learning English, your child should be taught the

same content as all other students in mathematics, history, and other subjects.

- The information you get should be easy to understand. Information about your child's academic progress, Special Education or other education services, health and safety, and other essential information should be available in the language you know best.
- If you speak a language other than English, language assistance services are available to you free of charge. Contact your child's school for assistance or bostonpublicschools.org/translation-interpretation

School-Community Partnerships

Identifying and Accessing Quality Partner Programs

What types of programs do School-Community Partners offer to BPS students and families?

There are more than 1,000 School-Community Partners running programs within the Boston Public Schools. These programs offer a wide range of services and opportunities for students that include arts, physical activity, academic enrichment, and much more.

Where can I learn about these programs?

Visit partnerbps.org, the Boston Public School's online platform, to access and search for information about School-Community Partners and the programs they offer.

How do I use PartnerBPS to search for Programs offered at my school and within BPS?

1. Visit PartnerBPS.org
2. Click the "Search Schools" button on the Homepage to find your school. Learn about programs that are offered there and print a list of partnerships that are offered to students and families that attend this school.
3. Click the "Search Programs" button to learn about programs available throughout BPS that meet the interests you have identified.

What are some ways that I can enroll in programs that I find on PartnerBPS.org or bring them to my child's school?

Programs are often looking to expand their reach within the Boston Public Schools. If you find one that you are interested in, feel free to reach out to the program contact listed on PartnerBPS to learn how to enroll. Even if programs are not at your school currently, many will be happy to talk to you about a possible partnerships. You can also reach out to your school leadership directly to discuss how to help establish new partnerships.

Who do I contact with questions?

If you encounter questions while using the site or identifying programs offered by School-Community Partners, please use the Help section of PartnerBPS to find user guides and answers to frequently asked questions or email The Office of Advancement, School-Community Partnerships at partnerbps@bostonpublicschools.org

Organizations that Provide Parent Training and Professional Development

Organization	Website & Phone	Type of Training Available
Action for Boston Community Development (ABCD)	bostonabcd.org 617-348-6000	A range of resources for families in Boston, including Head Start, youth programs, job training skills, and housing.
American Student Assistance College Planning Centers	asa.org/for-students/college-planning 617-536-0200	Free help for people of all ages with planning and paying for college and other career-building programs. Located at the Boston Public Library, Copley Square, Asian-American Civic Center (Chinatown), Harborside Community Center (East Boston), and these branch libraries: Codman Square, Egleston Square, Hyde Park, and South Boston.
Boston After School & Beyond	bostonbeyond.org	Help for parents and caregivers in finding after-school and summer programs in Boston neighborhoods, plus other information related to caring for children during out-of-school time.
Boston Career Link	bostoncareerlink.org 617-541-1400	One-stop career center, workforce development, and employment services.
Boston Centers for Youth and Families (Community Centers)	cityofboston.gov/bcyf 617-635-4920	Programs and services for infants, children, youth, and adults of all ages. Education and recreation programs that are enriching and fun in every neighborhood of Boston.
Boston Chinatown Neighborhood Center	bcnc.net 617-635-5129 x 1035	After-school, art and enrichment, youth development, and adult ESL programs. Family Services Program that includes parent workshops, classes and individualized support. Support for parents whose children have special needs or are in Special Education. Services provided in the native dialects of Chinese.
Boston Saves	bostonsavescsa.org 617-918-5847	Resources that help families save money and plan for their child's college or career training, as well as opportunities to earn money for their child's future.
BPS Adult Education	bostonpublicschools.org/adulted 617-635-9300	Programs to help Boston residents acquire basic literacy and academic skills. Alternative routes to a high school diploma or GED to give adults, dropouts, and high school students a second chance to succeed.
BPS Countdown to Kindergarten	countdowntokindergarten.org 617-635-6816	Information to help children and families all over the city get ready for kindergarten. Countdown "Play to Learn" groups for pre-kindergarten children bring together parents, children, and an early childhood professional to build a community of peers for support, foster nurturing behaviors, help families access other needed services, and model developmentally appropriate practice.
BPS District English Language Advisory Committee (DELAC)	bostonpublicschools.org/page/4656 617-635-9435	A multicultural, multiethnic, parent-led committee comprised of English Learner (EL) parents and community members whose task is to provide recommendations to district officials regarding programs and services for EL students.
BPS Family Literacy Program/Adult Learning Center	bostonpublicschools.org/page/4486 617-635-9300	Classes for parents of school-age children, including ESL, literacy, and math, from basic level to GED preparation, plus parenting skills curriculum. Workshops for parents and children, computer instruction, and counseling available.
BPS Office of Family and Community Advancement	bostonpublicschools.org/advancement 617-635-7750 617-635-9660	Support to (1) ensure that families have access to the information necessary to choose the right school for their child; (2) engage families, students, and the community in policy and decision-making at the school and district level; and (3) build effective partnerships focused on student learning and school improvement.
BPS Parent University	bostonpublicschools.org/parentuniversity 617-635-7750	Free classes to help BPS parents increase their understanding of how children learn and develop; what their children should be learning; how to help their children succeed; and how to bring other parents together to work for school improvement. Classes on a variety of topics, such as financial management, health and wellness, ESL, and computer literacy.
BPS Special Education and Student Services	bostonpublicschools.org/Special-ed 617-635-8599	Services for students (with and without disabilities) and support for families, including counseling, homeless students, and more.

Organizations that Provide Parent Training and Professional Development

Organization	Website & Phone	Type of Training Available
BPS Special Education Parent Advisory Council	bostonspedpac.org 617-297-7335	Support, training, and advocacy for families of BPS students in Special Education programs.
BPS Tech Goes Home (TGH)	techgoeshome.org 617-635-2822	Technology training for families, children/youth, adults, seniors, non-English-speakers, and people with disabilities, mostly low-income. Areas of focus: computer skills, effective communication, Internet resources, job search resources, financial literacy. Opportunities to buy a computer for \$50 and sign up for low-cost home Internet service.
City Connects	bc.edu/schools/lsoe/cityconnects 617-552-4231	City Connects, run by Boston College, works with more than 200 community partners to connect families in several Boston Public Schools to family services, obtain consent for services, secure funding and transportation, help with language barriers, and provide basic needs such as housing and clothing.
Citywide Parent Council (CPC)	citywideparentcouncil.org	Elected parent group representing all schools at BPS. Technical assistance, advocacy services, training, support, and resources for BPS parents.
Cradles to Crayons	cradlestocrayons.org 617-779-4727 knorth@cradlestocrayons.org	Cradles to Crayons provides individually tailored packages for children birth through age 12 who meet income eligibility requirements. KidPacks contain essential items such as clothing, footwear, school supplies, diapers, warm winter coats, and more. All items provided by Cradles to Crayons are free of charge.
Dudley Street Neighborhood Initiative (DSNI)	dsni.org 617-442-9670	Information for parents, families, residents, and partner organizations about upcoming education-related meetings, training, conferences, and hearings that affect families in the Dudley Street neighborhood.
East Boston Ecumenical Community Council	ebecc.org 617-567-2750 (English and Spanish)	Support for Latinx immigrants of all ages including English language instruction, education, services, advocacy, community organizing, and leadership development.
English for New Bostonians (ENB)	englishfornewbostonians.org 617-982-6861	ENB's ESL for Parents and Caregivers Initiative delivers customized ESL instruction for adult immigrant parents of BPS students.
Families First	families-first.org 617-868-7687	Parenting programs for parents from a wide range of backgrounds and life circumstances, at many locations in and around Boston. Emphasis on discipline, self-esteem, and communication. Parenting tips and strategies on their website.
Family Nurturing Center of Massachusetts	familynurturing.org 617-474-1143	Support for families from birth to adolescence to help them raise their children in a nurturing environment. Welcome Baby newborn outreach, parent/child home visits, playgroups for children and their parents/caregivers together, intensive Nurturing Parenting programs, and connection to community services.
Federation for Children with Special Needs	fcsn.org 800-331-0688	Information, training, and referrals for families relating to Special Education, healthcare advocacy, and early intervention to support parents of children with disabilities. Free hotline for families who need help with student IEPs.
JVS Boston	jvs-boston.org 617-399-3100	Workforce development; employment services for refugees; GED; job training including for those who have no post-high school education; preparation for certification in biotechnology, nursing, and pharmacy.
La Alianza Hispana	laalianza.org 617-427-7175 (English and Spanish)	Family counseling and support services, English Learning, adult and elder services, adult education and job training, after-school program
Massachusetts Advocates for Children	massadvocates.org 617-357-8431 (English and Spanish)	Support for community organizing among parents, faith-based organizations, community leaders and others to ensure educational equity and excellence for all children in Massachusetts, especially the most vulnerable; advocacy for autism, Boston school reform, Special Education, coping with trauma, and positive school discipline.

Organizations that Provide Parent Training and Professional Development

Organization	Website & Phone	Type of Training Available
Massachusetts Society for the Prevention of Cruelty to Children (MSPCC)	mspcc.org 617-983-5850	Family support and counseling; support for grandparents raising their grandchildren and kin raising kin through the KINnections program by providing information, resources, advocacy; support, education, and resources to help parents manage the challenges of raising children who are coping with mental health concerns; support groups, training, and workshops, along with family-centered activities and programs.
National Alliance for Mental Illness (NAMI) Massachusetts	nami.org 617-580-8541	Free 12-week Family-to-Family courses for family caregivers of individuals of all ages living with mental illness; Connection weekly recovery support group for people living with mental illness.
Parents Forum	parentsforum.org 617-864-3801	Networking, support groups, and workshops (in English and Spanish) to help parents of toddlers through young adults become more confident and competent in managing the challenges, crises, and conflicts of family life. Workshops in Roxbury and other locations.
Project Hope	prohope.org 617-442-1880	Multi-service agency providing low-income and homeless women with children with access to education, jobs, housing, and emergency services.
ReadBoston	readboston.org 617-918-5286	School and community-based literacy programs providing resources and opportunities for teachers and families. Storytelling, parent workshops, lending libraries, home reading programs, incentives, and programs for schools and families to help encourage regular home reading and best literacy practices.
Urban League of Eastern Massachusetts	www.ulem.org 617-442-4519	Programs aimed at building stronger communities and creating a better future for individuals by providing local residents with education, job training, and placement at no cost.



Directory of Boston Public Schools

Elementary and Kindergarten–Grade 8 (K–8) Schools

Samuel Adams Elementary School

Joanna McKeigue Cruz, Principal
165 Webster Street, East Boston 02128
617-635-8383
adams@bostonpublicschools.org

Dante Alighieri Elementary Montessori School

Jessica Gorham, Principal
37 Gove Street, East Boston 02128
617-635-8529
alighieri@bostonpublicschools.org

Baldwin Early Learning Pilot Academy

Min-Jen Taylor, Principal
121 Corey Road, Brighton 02135
617-635-8409
baldwin@bostonpublicschools.org

Phineas Bates Elementary School

Rodolfo Morales, Principal
426 Beech Street, Roslindale 02131
617-635-8064
bates@bostonpublicschools.org

Ludwig van Beethoven School (K1-2)

Edward Puliafico, Principal
5125 Washington Street, West Roxbury 02132
617-635-8149
beethoven@bostonpublicschools.org

William Blackstone Elementary School

Shammah Daniels, Principal
380 Shawmut Avenue, Boston 02118
617-635-8471
blackstone@bostonpublicschools.org

Boston Teachers Union K-8 Pilot School

Lauren Clarke-Mason & Rebecca Gadd, Lead Teachers
25 Walk Hill Street, Jamaica Plain 02130
617-635-7717
btuschool@bostonpublicschools.org

Manassah E. Bradley Elementary School

Claire Carney, Principal
110 Beachview Road, East Boston 02128
617-635-8422
bradley@bostonpublicschools.org

William Ellery Channing Elementary School

Carline Pignato, Principal
35 Sunnyside Street, Hyde Park 02136
617-635-8722
channing@bostonpublicschools.org

James J. Chittick Elementary School

Michelle Burnett, Principal
154 Ruskindale Road, Hyde Park 02126
617-635-8652
chittick@bostonpublicschools.org

Roger Clap Elementary School

Emma Fialka-Feldman, Principal
35 Harvest Street, Dorchester 02125
617-635-8672
clap@bostonpublicschools.org

James F. Condon K-8 School

Carlitta Camillo, Interim Principal
200 D Street, South Boston 02127
617-635-8608
condon@bostonpublicschools.org

George H. Conley Elementary School

Jennifer Eddington, Principal
450 Poplar Street, Roslindale 02131
617-635-8099
conley@bostonpublicschools.org

Curley K-8 School

Katherine Grassa, Principal
40 Pershing Road, Jamaica Plain 02130
617-635-8239
curley@bostonpublicschools.org

Paul A. Dever Elementary School

Margaret Reardon, Principal
325 Mt. Vernon Street, Dorchester 02125
617-635-8694
dever@bostonpublicschools.org

Dudley St. Neighborhood Charter School

Elijah Heckstall, Principal
6 Shirley Street, Roxbury 02119
617-635-8507
dudleystreetschool@bostonpublicschools.org

East Boston Early Education Center

Rhiannon Varmette, Principal
135 Gove Street, East Boston 02128
617-635-6456
ebostoneec@bostonpublicschools.org

Thomas A. Edison K-8 School

Elvis Henriquez, Principal
60 Glenmont Road, Brighton 02135
617-635-8436
edison@bostonpublicschools.org

Eliot K-8 Innovation School

Traci Walker Griffith, Principal
K1-1: 16 Charter Street, Boston 02113
2-4: 173 Salem Street, Boston 02113
5-8: 585 Commercial Street, Boston 02113
617-635-8545
eliot@bostonpublicschools.org

David A. Ellis Elementary School

Lemuel Ivy, Principal
302 Walnut Avenue, Roxbury 02119
617-635-8257
ellis@bostonpublicschools.org

Dr. Catherine Ellison/Rosa Parks Early Education School

Benjamin Rockoff, Principal
108 Babson Street, Mattapan 02126
617-635-7680
ellison-parks@bostonpublicschools.org

Edward Everett Elementary School

Karen Cahill, Principal
71 Pleasant Street, Dorchester 02125
617-635-8778
everett@bostonpublicschools.org

Gardner Pilot Academy

Erica Herman, Principal
30 Athol Street, Allston 02134
617-635-8365
gardner@bostonpublicschools.org

Sarah Greenwood K-8 School

Antonelli Mejia, Principal
189 Glenway Street, Dorchester 02121
617-635-8710
sgreenwood@bostonpublicschools.org

Henry Grew Elementary School

Michelle Simon, Principal
40 Gordon Avenue, Hyde Park 02136
617-635-8715
grew@bostonpublicschools.org

Curtis Guild Elementary School

Karen McCarthy, Principal
195 Leyden Street, East Boston 02128
617-635-8523
guild@bostonpublicschools.org

Nathan Hale Elementary School

Candice Whitmore, Principal
51 Cedar Street, Roxbury 02119
617-635-8205
hale@bostonpublicschools.org

Dennis C. Haley Elementary School

Kathleen Sullivan, Principal
570 American Legion Highway, Roslindale 02131
617-635-8169
haley@bostonpublicschools.org

Harvard/Kent Elementary School

Mark Silva, Interim Principal
50 Bunker Hill Street, Charlestown 02129
617-635-8358
harvard-kent@bostonpublicschools.org

Elementary and K-8 Schools (continued)

Rev. Dr. Michael E. Haynes

Early Education Center

Donette Wilson-Wood, Principal
263 Blue Hill Avenue, Roxbury 02119
617-635-6446
hayneseec@bostonpublicschools.org

Dr. William W. Henderson

K-12 Inclusion School

Patricia Lampron, Principal
K0-1: 1669 Dorchester Avenue, Dorchester 02122
2-12: 18 Croftland Ave., Dorchester 02124
617-635-8725
henderson@bostonpublicschools.org

James W. Hennigan School (K-8)

Tanya Woodard, Principal
200 Heath Street, Jamaica Plain 02130
617-635-8264
hennigan@bostonpublicschools.org

Rafael Hernández K-8 School

Carolina Brito, Principal
61 School Street, Roxbury 02119
617-635-8187
hernandez@bostonpublicschools.org

Henry L. Higginson Elementary School (K0-2)

Karla Jenkins, Principal
160 Harrishof Street, Roxbury 02119
617-635-8909
higginson@bostonpublicschools.org

Higginson/Lewis K-8 School

Dana Skelly, Principal
131 Walnut Avenue, Roxbury 02119
617-635-8137
higginsonlewis@bostonpublicschools.org

Oliver W. Holmes Elementary School

Edverette Brewster, Principal
40 School Street, Dorchester 02124
617-635-8681
holmes@bostonpublicschools.org

Joseph J. Hurley K-8 School

Bethy Verano, Principal
70 Worcester Street, Boston 02118
617-635-8489
hurley@bostonpublicschools.org

Jackson/Mann K-8 School

Elvis Henriquez, Principal
40 Armington Street, Allston 02134
617-635-8532
jackson-mann@bostonpublicschools.org

John F. Kennedy Elementary School

Christine Copeland, Principal
7 Bolster Street, Jamaica Plain 02130
617-635-8127
jkennedy@bostonpublicschools.org

Patrick J. Kennedy Elementary School

Kristen Goncalves Redden, Principal
343 Saratoga Street, East Boston 02128
617-635-8466
pkennedy@bostonpublicschools.org

Thomas J. Kenny Elementary School

Shereka King, Principal
19 Oakton Avenue, Dorchester 02122
617-635-8789
kenny@bostonpublicschools.org

Joyce Kilmer K-8 School

Joseph Foley, Principal
K-3: 35 Baker Street, West Roxbury 02132
617-635-8060
4-8: 140 Russett Road, West Roxbury 02132
617-635-6855
kilmer@bostonpublicschools.org

Martin Luther King Jr. K-6 School

Grace Coleman-Burns, Principal
77 Lawrence Avenue, Dorchester 02124
617-635-8212
king@bostonpublicschools.org

Lee Academy (K0-3)

Alex Chery, Principal
25 Dunbar Avenue, Dorchester 02124
617-635-8618
leeacademy@bostonpublicschools.org

Joseph Lee K-8 School

Paul Kennedy, Principal
155 Talbot Avenue, Dorchester 02124
617-635-8687
lee@bostonpublicschools.org

Patrick F. Lyndon K-8 Pilot School

Kathleen Tunney and Andre Ward,
Management Team
20 Mt. Vernon Street, West Roxbury 02132
617-635-6824
lyndon@bostonpublicschools.org

Mary Lyon K-8 School

Dr. Hervé Anoh, Principal
50 and 95 Beechcroft Street, Brighton 02135
617-635-7945
lyon@bostonpublicschools.org

Joseph P. Manning Elementary School

Allyson Hart, Principal
130 Louder's Lane, Jamaica Plain 02130
617-635-8102
manning@bostonpublicschools.org

Samuel W. Mason Elementary School

Carolyn Allston, Principal
150 Norfolk Avenue, Roxbury 02119
617-635-8405
mason@bostonpublicschools.org

Mather Elementary School

Hai Son, Principal
24 Parish Street, Dorchester 02122
617-635-8757
mather@bostonpublicschools.org

Mattahunt Elementary School

Walter Henderson, Principal
123 Alabama Street, Mattapan, MA 02126
617-635-8792
mattahunt@bostonpublicschools.org

Donald McKay K-8 School

Jason Meland, Principal
122 Cottage Street, East Boston 02128
617-635-8510
mckay@bostonpublicschools.org

Ellis Mendell Elementary School

Michelle Morrissey, Interim Principal
164 School Street, Roxbury 02119
617-635-8234
mendell@bostonpublicschools.org

Mildred Avenue K-8 School

Kristina Reeves-Barber, Principal
5 Mildred Avenue, Mattapan 02126
617-635-1642
mildredave@bostonpublicschools.org

Wolfgang Amadeus Mozart Elementary School

Shantae Toole, Principal
236 Beech Street, Roslindale 02131
617-635-8082
mozart@bostonpublicschools.org

Richard J. Murphy K-8 School

Courtney Sheppeck, Principal
1 Worrell Street, Dorchester 02122
617-635-8781
murphy@bostonpublicschools.org

Hugh R. O'Donnell Elementary School

Emily Berman, Principal
33 Trenton Street, East Boston 02128
617-635-8454
odonnell@bostonpublicschools.org

Dr. William H. Ohrenberger School (3-8)

John Travis, Principal
175 West Boundary Road, West Roxbury 02132
617-635-8157
ohrenberger@bostonpublicschools.org

Orchard Gardens K-8 School

Lauren Murdock, Principal
906 Albany Street, Roxbury 02119
617-635-1660
orchardgardens@bostonpublicschools.org

James Otis Elementary School

Paula Cerqueira-Goncalves, Principal
218 Marion Street, East Boston 02128
617-635-8372
otis@bostonpublicschools.org

Michael J. Perkins Elementary School

Heela Roshan, Principal
50 Rev. Burke Street, South Boston 02127
617-635-8601
perkins@bostonpublicschools.org

Elementary and K-8 Schools (continued)

Oliver Hazard Perry K-6 School

Andrew Rollins, Principal
745 E. Seventh Street, South Boston 02127
617-635-8840
perry@bostonpublicschools.org

John D. Philbrick Elementary School

Danladi Bobbitt, Principal
40 Philbrick Street, Roslindale 02131
617-635-8069
philbrick@bostonpublicschools.org

Josiah Quincy Elementary School

Cynthia Soo Hoo, Principal
885 Washington Street, Boston 02111
617-635-8497
quincy@bostonpublicschools.org

Franklin D. Roosevelt Elementary School (K1-8)

Bannet Steele, Principal
K1-1: 30 Millstone Road
2-8: 95 Needham Road
Hyde Park 02136
617-635-8676
roosevelt@bostonpublicschools.org

William E. Russell Elementary School

Derrick Ciesla, Principal
750 Columbia Road, Dorchester 02125
617-635-8803
russell@bostonpublicschools.org

Pauline A. Shaw Elementary School

Tinu Arowosegbe, Principal
429 Norfolk Street, Dorchester 02124
617-635-8777
shaw@bostonpublicschools.org

Charles Sumner Elementary School

Meghan Welch, Principal
15 Basile Street, Roslindale 02131
617-635-8131
sumner@bostonpublicschools.org

Charles H. Taylor Elementary School

Jennifer Marks, Principal
1060 Morton Street, Mattapan 02126
617-635-8731
taylor@bostonpublicschools.org

Maurice J. Tobin K-8 School

Dr. Natasha Halfkenny, Principal
40 Smith Street, Roxbury 02120
617-635-8393
tobin@bostonpublicschools.org

William Monroe Trotter School

Sarita Thomas, Principal
135 Humboldt Avenue, Dorchester 02121
617-635-8225
trotter@bostonpublicschools.org

Joseph P. Tynan Elementary School

Leslie Gant, Principal
650 E. Fourth Street, South Boston 02127
617-635-8641
tynan@bostonpublicschools.org

Mario Umana Academy

Christina Michel, Principal
312 Border Street, East Boston 02128
617-635-8481
umana@bostonpublicschools.org

UP Academy Charter School of Dorchester

Erica Andrew and Ariella Silverstein-Tapp, Principals
35 Westville Street, Dorchester 02124
617-635-8810
UpAcademyDorchester@bostonpublicschools.org

UP Academy Holland

Victoria Thompson, Principal
85 Olney Street, Dorchester 02121
617-635-8832
holland@bostonpublicschools.org

Warren/Prescott K-8 School

Michele Davis, Principal
50 School Street, Charlestown 02129
617-635-8346
warren-prescott@bostonpublicschools.org

West Zone Early Learning Center

Stacia LeMond, Principal
200 Heath Street, Jamaica Plain 02130
617-635-8275
wzelc@bostonpublicschools.org

F. Lyman Winship Elementary School

Brian Radley, Principal
54 Dighton Street, Brighton 02135
617-635-8399
winship@bostonpublicschools.org

John Winthrop Elementary School

Leah Blake McKetty, Principal
35 Brookford Street, Dorchester 02125
617-635-8379
winthrop@bostonpublicschools.org

Young Achievers School of Science and Math

T'Sheba Martin, Principal
20 Outlook Road, Mattapan 02126
617-635-6804
youngachievers@bostonpublicschools.org

Middle Schools

Lilla G. Frederick Pilot Middle School

Pauline Lugira, Principal
270 Columbia Road, Dorchester 02121
617-635-1650
frederick@bostonpublicschools.org

UP Academy Charter School of Boston

Rashidah Lawson, Principal
215 Dorchester Street, South Boston 02127
617-635-8819
UPAcademy@bostonpublicschools.org



Secondary Schools (6-12, 7-12, 9-12)

Another Course to College (9-12)

Michele Pellam, Head of School
612 Metropolitan Avenue, Hyde Park 02136
617-635-8865
acc@bostonpublicschools.org

Boston Arts Academy (9-12)

Anne Clark, Head of School
174 Ipswich St, Boston 02215
617-635-6470
artsacademy@bostonpublicschools.org

Boston Community Leadership Academy / McCormack (7-12)

Ondrea Johnston, Head of School
7-10: 315 Mt. Vernon Street, Dorchester 02125
617-635-8657
11-12: 655 Metropolitan Avenue, Hyde Park 02136
617-635-8937
boston@bostonpublicschools.org

Boston Green Academy (6-12)

Matthew Holzer, Head of School
20 Warren Street, Brighton 02135
617-635-9860
info@bostongreenacademy.org

Boston International Newcomers Academy (9-12)

Tony King, Head of School
100 Maxwell Street, Dorchester 02124
617-635-9373
bihs@bostonpublicschools.org

Boston Latin Academy (7-12)

Gavin Smith, Head of School
205 Townsend Street, Dorchester 02121
617-635-9957
academy@bostonpublicschools.org

Boston Latin School (7-12)

Jason Gallagher, Head of School
78 Avenue Louis Pasteur, Boston 02115
617-635-8895
latin@bostonpublicschools.org

Brighton High School (7-12)

Andrew Bott, Head of School
25 Warren Street, Brighton 02135
617-635-9873
brighton@bostonpublicschools.org

Jeremiah E. Burke High School (7-12)

Amilcar Silva, Head of School
60 Washington Street, Dorchester 02121
617-635-9837
burke@bostonpublicschools.org

Charlestown High School (7-12)

Joel Stembridge, Head of School
240 Medford Street, Charlestown 02129
617-635-9914
charlestown@bostonpublicschools.org

Community Academy of Science and Health (9-12)

Robin Lee, Head of School
11 Charles Street, Dorchester 02122
617-635-8950
CASH@bostonpublicschools.org

Henry Dearborn 6-12 STEM Academy

Darlene Marciano, Head of School
36 Winthrop Street, Roxbury 02119
617-635-8412
dearborn@bostonpublicschools.org

East Boston High School (7-12)

Phillip R. Brangiforte, Head of School
86 White Street, East Boston 02128
617-635-9896
eboston@bostonpublicschools.org

The English High School (7-12)

Caitlin Murphy, Head of School
144 McBride Street, Jamaica Plain 02130
617-635-8979
english@bostonpublicschools.org

Excel High School (9-12)

Jerleen John, Interim Head of School
95 G Street, South Boston 02127
617-635-9870
excel@bostonpublicschools.org

Fenway High School (9-12)

Geoffrey Walker, Head of School
67 Alleghany Street, Roxbury 02120
617-635-9911
fenway@bostonpublicschools.org

Greater Egleston Community High School (9-12)

Kevin Brill, Head of School
80 School Street, Roxbury 02119
617-635-6429
egleston@bostonpublicschools.org

Dr. William W. Henderson K-12 Inclusion School

Patricia Lampron, Principal
K-4: 1669 Dorchester Avenue, Dorchester 02122
5-12: 18 Croftland Ave., Dorchester 02124
617-635-8725
henderson@bostonpublicschools.org

Edward M. Kennedy Academy for Health Careers (9-12)

Dr. Caren Walker Gregory, Head of School
Grades 9-10: 10 Fenwood Road, Boston 02115
617-635-8450
Grades 11-12: 2 McLellan St, Dorchester 02121
617-373-8576
healthcareers@bostonpublicschools.org

Mary Lyon Pilot High School (9-12)

Dr. Hervé Anoh, Head of School
95 Beechcroft Street, Brighton, MA 02135
617-635-8351
lyon@bostonpublicschools.org

Madison Park Technical Vocational High School (9-12)

Sidney Brown, Head of School
75 Malcolm X Boulevard, Roxbury 02120
617-635-8970
madison@bostonpublicschools.org

Margarita Muñoz Academy (9-12)

Dania Vázquez, Head of School
20 Child Street, Jamaica Plain 02130
617-635-8198
munizacademy@bostonpublicschools.org

New Mission High School (7-12)

William Thomas, Head of School
655 Metropolitan Avenue, Hyde Park 02136
617-635-6437
newmission@bostonpublicschools.org

John D. O'Bryant School of Mathematics and Science (7-12)

Patreka Wood, Head of School
55 Malcolm X Boulevard, Roxbury 02120
617-635-9932
obryant@bostonpublicschools.org

Josiah Quincy Upper School (6-12)

Richard Chang and Stephen Cirusuolo, Co-Heads of School
152 Arlington Street, Boston 02116
617-635-8940
quincyupper@bostonpublicschools.org

Muriel S. Snowden International School at Copley (9-12)

Raquel Martinez, Head of School
150 Newbury Street, Boston 02116
617-635-9989
snowden@bostonpublicschools.org

TechBoston Academy (6-12)

Patrick Cleary, Head of School
9 Peacevale Road, Dorchester 02124
617-635-1615
tbainfo@techboston.org

Special Schools and Programs

ABCD University High School

Sherann Jackson, Director
Action for Boston Community Development, Inc
575 Warren Street, Dorchester 02121
617-357-6000 x 520 or 521
sjackson6@bostonpublicschools.org

Accelerated Intervention Program (AIP) at Excel High School

Andrew Manning, Director
95 G Street, South Boston 02127
617-635-9870
amanning@bostonpublicschools.org

Boston Adult Technical Academy

Benjamin Helfat, Head of School
20 Church Street, Boston 02116
617-635-1542
adultacad@bostonpublicschools.org

Boston Collaborative High School

(Including Log-On Academy, Otro Camino, and St. Mary's Alternative School)
Sherri Neasman, Head of School
215 Dorchester St, South Boston 02127
617-635-8035
sneasman@bostonpublicschools.org

St. Mary's Alternative School

90 Cushing Avenue, Dorchester 02125)
Boston Day and Evening Academy
Alison Hramiec, Head of School
20 Kearsarge Avenue, Roxbury 02119
617-635-6789
evening@bostonpublicschools.org

William E. Carter School

Mark O'Connor, Principal
396 Northampton Street, Boston 02118
617-635-9832
carter@bostonpublicschools.org

Community Academy

Sonie Felix, Head of School
25 Glen Road, Jamaica Plain 02130
617-635-7734
commacad@bostonpublicschools.org

Roland Hayes School of Music

Greg Gazzola, Program Director
55 Malcolm X Boulevard, Roxbury 02120
617-635-8973
rolandhayes@bostonpublicschools.org

Horace Mann School for the Deaf and Hard of Hearing (Pre-K-12)

Dr. Michelle Eisan-Smith, Head of School
40 Armington Street, Allston 02134
617-635-8534
hmhann@bostonpublicschools.org

William McKinley Schools

Cindie Neilson, Head of School
90 Warren Avenue, Boston 02116
617-635-9976

McKinley Elementary School

Cindie Neilson, Head of School
90 Warren Avenue, Boston 02116
617-635-9978
mckelem@bostonpublicschools.org

McKinley Middle School

Cindie Neilson, Head of School
50 St. Marys Street, Boston 02215
617-635-9853
mckmid@bostonpublicschools.org

McKinley Prep High School

Cindie Neilson, Head of School
97 Peterborough Street, Boston 02215
617-635-9907
mckprep@bostonpublicschools.org

McKinley South End Academy

Cindie Neilson, Head of School
90 Warren Avenue, Boston 02116
617-635-9976
mckseacad@bostonpublicschools.org

Newcomers Academy

A program of Boston International High School
Tony King, Head of School
100 Maxwell Street, Dorchester 02124
617-635-7993
newcomers@bostonpublicschools.org

William J. Ostiguy High School

Roger Oser, Director
Action for Boston Community Development, Inc.
19 Temple Place, Boston 02111
617-348-6730
roger.oser@bostonabcd.org

Re-Engagement Center

Emmanuel Allen, Director
Madison Park Complex
55 Malcolm X Blvd., Roxbury 02120
617-635-2273

Succeed Boston

Jodie Elgee, Senior Director
515 Hyde Park Avenue, Roslindale 02131
617-635-8123
jelgee@bostonpublicschools.org
succeedboston@bostonpublicschools.org



2022-2023 Report Card Schedule

Trimesters (Grades K-5, K-6, K-8) *

	Fall (Grades 1-5 only)	Winter (K-Grade 5)	Spring (K-Grade 5)
Term	September 8 - December 2, 2022	December 5, 2022 - March 17, 2023	March 20 - June 21, 2023
Progress Reports Grading Window	October 17 - 28, 2022	January 23 - February 3, 2023	April 24 - May 5, 2023
Distribute Progress Reports	October 31, 2022	February 6, 2023	May 8, 2023
Report Card Grading Window	November 28 - December 9, 2022	March 13 - 24, 2023	June 7 - 22, 2023
Distribute Report Cards	December 12 - 16, 2022	March 27-31, 2023	June 22, 2023

EXCEPTIONS:

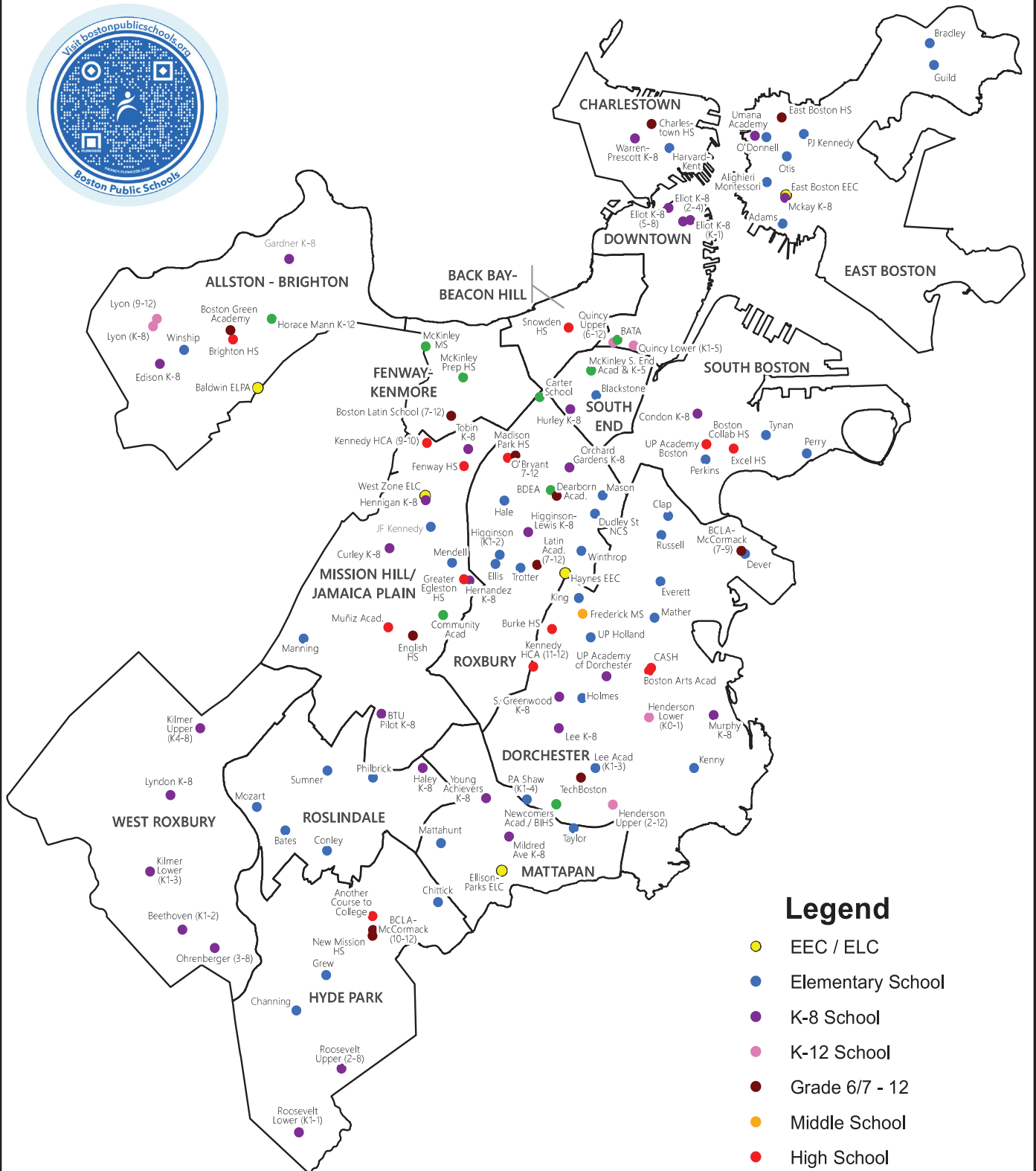
- **Kindergarten students do not receive a Fall report card.**
- ♦ **The following K-8 schools have Quarters for grades 6-8:** Eliot, Greenwood, Haley, Hurley, , Kilmer, Lee, Lyndon, McKay, Mildred Ave., Murphy, Ohrenberger , Roosevelt, Tobin, Trotter, and Up Academy Dorchester

Quarters Grades 6-12 *

	Term 1	Term 2	Term 3	Term 4 Grades 6-11	Term 4 Grade 12
Term	Sept. 8 - Nov. 10, 2022	Nov. 14, 2022 - Jan. 27, 2023	Jan. 30 - April 6, 2023	April 10 - June 22, 2023	April 10 - June 6, 2023
Progress Reports Grading Window	October 3 - 14, 2022	December 12 - 22, 2022	Feb. 27 - March 10, 2023	May 15 - 26, 2023	May 15 - 26, 2023
Distribute Progress Reports	October 17, 2022	December 22, 2022	March 13, 2023	May 30, 2023★	May 30, 2023
Report Card Grading Window	November 7 - 18, 2022	Jan. 23 - Feb. 3, 2023	April 11 - 26, 2023	June 8 - 21, 2023	May 24 - June 2, 2023
Grades 9-12 Term- based GPAs posted	November 19, 2022	February 4, 2023	April 27, 2023	June 22, 2023	June 3, 2023
Distribute Report Cards	November 21, 2022	February 6, 2023	April 27, 2023	Last day of school / via Email	June 7, 2023 / via Email

EXCEPTIONS:

- ♦ **Includes grades 6-8 in K-8 schools:** Eliot, Greenwood, Haley, Hurley, Kilmer, Lee, Lyndon, McKay, Mildred Ave., Murphy, Ohrenberger, Roosevelt, Tobin, Trotter, and Up Academy Dorchester
- ★ **The last marking period will be adjusted in Spring 2023 after the last day of school is established.**
- ♦ **Students' GPA (grade point average) is based on grade data availability.**



Legend

- EEC / ELC
- Elementary School
- K-8 School
- K-12 School
- Grade 6/7 - 12
- Middle School
- High School
- Special Population