

SCHOOL-COMMUNITY RELATIONS GOALS

The School Committee believes that the Hull Public Schools belong to the people who created them by consent and support them by taxation, and the support of the people must be based on their understanding of and their participation in the aims and efforts of the schools. Therefore, the Committee declares its intent:

1. To keep local citizens regularly and thoroughly informed through all available channels of communication on the policies, programs, problems, and planning of the Hull Public Schools, and to carry out this policy through its own efforts, those of the Superintendent, and such information officers as may be appointed.
2. To solicit the studied counsel of the people through advisory committees selected from the community and appointed to consider problems that vitally affect the future of our children.

Original adoption: January 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

SCHOOL/PARENT RELATIONS GOALS

It is the general goal of the Hull Public Schools to foster relationships with parents that encourage cooperation between the home and school in establishing and achieving common educational goals for students.

While parents are individually responsible for their children, the Hull Public Schools provides direct services of education and indirect services of childcare for students during the time when they are within the supervision of school personnel. Consistent with these shared responsibilities and as appropriate to the maturity of the student, members of the school staff will consult with parents regarding student progress and achievement, methods to enhance student development, and matters of correction.

Additionally, parental involvement in the schools is encouraged through regular communication with the school Principal and staff, the parent/teacher organizations, the school volunteer program, and other opportunities for participation in school activities and Hull Public Schools programs.

Original adoption: January 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

NON-CUSTODIAL PARENTS' RIGHTS

In August 2006, the Board of Education adopted final technical amends to the Student Records Regulations to make them consistent with M.G. L. c. 71, §34H, as most recently amended by Chapter 62 of the Acts of 2006. The state statute and regulations expand the categories of non-custodial parents who are eligible to obtain access to their children's student records and are consistent with the federal Family Educational right and Privacy Act.

As set forth in the amended regulations, 603 CMR 23.07(5), non-custodial parents are eligible to obtain access to their children's student records unless the school or district has been given documentation that:

1. the parent has been denied legal custody or has been ordered to supervised visitation, based on a threat to the safety of the student and the threat is specifically noted in the order pertaining to custody or supervised visitation, or
2. the parent has been denied visitation, or
3. the parent's access to the student has been restricted by a temporary or permanent protective order, unless the protective order (or any subsequent order modifying the protective order) specifically allows access to the information contained in the student record, or
4. there is an order of probate and family court judge, which prohibits the distribution of student records to the parent.

LEGAL REF: M.G.L. 71:34H
603 CMR 23.07 (5)

Original adoption: June 9, 2003
First reading: November 26, 2007
Second reading: December 10, 2007
Adoption: January 28, 2008
Proposed reconsideration: January, 2013

Hull Public Schools

COMMUNICATIONS WITH PARENTS

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

All notices for events taking place in the Hull Public Schools, and weekly and/or monthly newsletters should be sent by mail to the following:

1. The School Committee;
2. The Patriot Ledger; and
3. The Hull Times.

Ten copies of all notices and newsletters should be sent by interoffice mail to the School Support and District Leadership Center.

Original adoption: June 9, 2003

First reading: November 26, 2007

Second reading: December 10, 2007

Adoption: January 28, 2008

Proposed reconsideration: January, 2013

Hull Public Schools

RELATIONS WITH PARENT ORGANIZATIONS

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

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

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

1. Organizations will be officially recognized upon request by the building Principal who will file a copy of the organizational papers with the Superintendent; and
2. A vote, open to all parents of children enrolled, will designate the organization to be recognized if more than one organization makes the request.

Original adoption: January 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

COMMUNITY INVOLVEMENT IN DECISION-MAKING

The School Committee endorses the concept that community participation in the affairs of the schools is essential if the Hull Public Schools and the community are to maintain mutual confidence and respect and work together to improve the quality of education for students. It therefore intends to exert every effort to identify the desires of the community and to be responsive, through its actions, to those desires.

All citizens will be encouraged to express ideas and/or concerns about the schools to the school administration, to any appointed advisory bodies, and to the Committee.

Residents who are specially qualified because of interest, training, experience, or personal characteristics will be encouraged to assume an active role in school affairs. From time to time, these people may be invited by the Committee to act as advisors, either individually or in groups.

The Committee and the staff will give substantial weight to the advice they receive from individuals and community groups interested in the schools, particularly from those individuals and groups they have invited to advise them regarding specific problems, but will use their best judgment in arriving at decisions.

Original adoption: January 18, 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

PUBLIC GIFTS TO THE SCHOOLS

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

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

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

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

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

Original adoption: January 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

PUBLIC'S RIGHT TO KNOW

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

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

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

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

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

Original adoption: January 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

NEWS MEDIA RELATIONS/NEWS RELEASES

Every effort will be made to assist the press and other communications media to obtain complete and adequate coverage of the programs, problems, planning, and activities of the Hull Public Schools.

All representatives of the media will be given equal access to information about the schools. General releases of interest to the entire community will be made available to all the media simultaneously. There will be no exclusive releases except as media representatives request information on particular programs, plans or problems.

In order that Hull Public Schools publicity is given wide coverage and is coordinated into a common effort and purpose, the following procedures will be followed in giving official information to the news media:

1. The School Committee chairman will be the official spokesman for the Committee, except as this duty is delegated to the Superintendent;
2. News releases that are of a system-wide or a sensitive nature or pertain to established Committee policy are the responsibility of the Superintendent; and
3. News releases that are of concern to only one school, or to an organization of one school, are the responsibility of the Principal of that particular school. All statements made to the press by other staff members of the particular school must be cleared with the Principal.

While it is impossible to know how the press will treat news releases, every possible effort should be made to obtain coverage of school activities that will create and maintain a dignified and professionally responsible image for the Hull Public Schools.

Original adoption: January 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

PUBLIC COMPLAINTS

Although no member of the community will be denied the right to bring their complaints to the Committee, they will be referred through the proper administrative channels for solution before investigation or action by the Committee. Exceptions will be made when the complaints concern Committee actions or Committee operations only.

The Committee believes that complaints are best handled and resolved as close to their origin as possible, and that the professional staff should be given every opportunity to consider the issues and attempt to resolve the problem prior to involvement by the Committee. Therefore, the proper channeling of complaints involving instruction, discipline or learning materials will be as follows:

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

If a complaint, which was presented to the Committee and referred back through the proper channels, is adjusted before it comes back to the School Committee, a report of the disposition of the matter will be made to the Committee and then placed in the official files.

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

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

LEGAL REF: 603 CMR 26:09 and 26.10

Original adoption: January 18, 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

PUBLIC COMPLAINTS

Complaint Procedure

1. A parent, guardian, or other person or group who believes that M.G.L. c. 76, &5 or 603 CMR 26.00 has been or is being violated, may request a written statement of the reasons therefore from the responsible School Committee through the Superintendent and may submit a copy of such request to the Bureau of Equal Educational Opportunity of the Department of Education. If such request is made, the School Committee shall send a copy of such request to the Bureau of Equal Educational Opportunity;
2. The School Committee shall respond promptly, but no later than 30 days, in writing to the complaining party. The School Committee shall also send a copy of its response to the Bureau of Equal Educational Opportunity;
3. The Bureau of Equal Educational Opportunity shall act as the representative of the Board of Education for the purpose of receiving complaints to pursuant to 603 CMR 26.00;
4. The Bureau of Equal Educational Opportunity shall, pursuant to a complaint received under 603 CMR 26.09 (1) or on its own initiative, conduct reviews to insure compliance with M.G.L. c. 76 &5 and 603 CMR 26.00. The School Committee and the specific school(s) involved shall cooperate to the fullest extent with such review; and
5. In the event of non-compliance with M.G.L. c. 76 &5 or 603 CMR 26.00 the Board of Education may take such action as it sees fit, including, but not limited to, withholding of funds or referral of the matter to the Office of the Attorney General for appropriate legal action.

Private Right of Enforcement

Nothing in 603 CMR 26.00 shall abridge or in any way limit the right of a parent, guardian, or person affected to seek enforcement of St. 1971, c.622 in any court or administrative agency of competent jurisdiction.

LEGAL REFS: 603 CMR 26:09 and 26:10

Original adoption: January 18, 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL

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

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

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

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

LEGAL REF: 603 CMR 26.09 and 26.10

Original adoption: January 18, 1996
First reading 2007 revision: September 10, 2007
Second reading: September 24, 2007
Adoption: October 9, 2007
Proposed reconsideration: October, 2012

Hull Public Schools

PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL

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

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

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

3. If a complaint comes first to any other school employee, that employee will refer the complainant to the person criticized or his/her immediate supervisor and immediately inform both;
4. No further action on the complaint should be taken unless the complainant submits the complaint in writing.
5. When a written complaint form is received, the Principal or other supervisor will, if appropriate, schedule a conference with him/herself, the complainant, the employee criticized, and if advisable, the department chairman or other personnel that either the supervisor or the person criticized feels could contribute resolution of the problem;
6. If the complainant is not satisfied with the results of the conference above, the complainant should then be referred to the Superintendent, who may handle the complaint personally or refer it to other personnel, as he/she may see fit; and
7. Should dissatisfaction remain after the above steps have been taken, the matter will be placed on the agenda for the next regularly scheduled Committee meeting. The decision of the Committee will be communicated in writing to all interested persons.

LEGAL REF: 603 CMR 26.09 and 26.10

Original adoption: January 18, 1996

First reading 2007 revision: September 10, 2007

Second reading: September 24, 2007

Adoption: October 9, 2007

Proposed reconsideration: October, 2012

Hull Public Schools

PUBLIC COMPLAINTS ABOUT THE CURRICULUM OR INSTRUCTIONAL MATERIALS

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

Criticism of a book or other materials used in the Hull Public Schools may be expected from time to time. In such instances:

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

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

LEGAL REF: 603 CMR 26.09 and 26.10

Original adoption:

First reading 2007 revision: September 10, 2007

Second reading: September 24, 2007

Adoption: October 9, 2007

Proposed reconsideration: October, 2012

Hull Public Schools

COMMUNITY USE OF SCHOOL FACILITIES

It is the School Committee's desire that maximum use of school property be enjoyed by the townspeople. It is the Committee's intent that such use will maintain safe conditions and preserve the property for school program use.

The Hull Public School Committee is committed to providing a tobacco-free environment for the health and well being of the entire school community – students, staff, and visitors to its facilities. It is the intention of the Hull Public School Committee to prohibit the use or distribution of tobacco products at all times whether or not school is in session within school buildings, on school grounds, on school buses or in other school vehicles, and at all school-sponsored functions in order to improve the health of students, all school personnel and visitors.

Use of school buildings and other facilities by organizations will be permitted only when a worthy educational, civic, or charitable purpose will be served; or a substantial group of citizens from the community will be benefited.

School facilities will be used according to the regulations and rental fee schedules recommended by the Superintendent and approved by the School Committee.

Permission for the use of facilities must be obtained through the school building level first and then through the office of the Superintendent of schools. Applications are available at all school buildings and at the Superintendents office for this purpose. Once approved, forms will be forwarded to the person who made the request and to the facilities manager, in a timely manner.

Eligibility

School facilities will be available for the following:

1. Public school activities;
2. Parent-teacher activities;
3. Official town public hearings and activities;
4. Meetings and activities sponsored by the School Committee and school personnel;
5. Parks and playgrounds activities;
6. Local nonprofit and noncommercial organization activities;
7. Metropolitan civic, educational, social, and religious organization activities if a substantial portion of the members are residents of the town; and
8. The activities of other organizations when approved by the School Committee.

School and Town Preference

The priority given requests for use of school facilities will be as follows:

1. School activities;
2. Town meetings and elections over other community activities; and
3. Parks and playgrounds.

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

CROSS REF: ADC, GBED, JICG

Original adoption: January 1996

First reading: May 8, 2006

Second reading: May 23, 2006

Adoption: June 5, 2006

Proposed reconsideration: June, 2011

Hull Public Schools

COMMUNITY USE OF SCHOOL FACILITIES

The Superintendent in conformity with the following regulations, which have been approved by the School Committee, will authorize the use of school buildings, grounds, equipment, and facilities.

1. Requests for the use of school facilities will be made at the office of the Superintendent at least 10 days prior to the date of use;
2. School facilities may not be used for individual, private, or commercial purposes, except with the permission of the School Committee;
3. Requests for school facilities must be cleared with the building Principal and the Superintendent;
4. School-related groups will be permitted reasonable use of school facilities without charge;
5. All activities must be under competent adult supervision approved by the Superintendent and the Principal of the building involved. In all cases, an assigned school employee will be present. The group using the facilities will be responsible for any damage to the building or equipment;
6. Groups receiving permission are restricted to the dates and hours approved and to the building area and facilities specified, unless requested changes are approved by the Superintendent. (If a group stays beyond the approved time they will be assessed an additional charge);
7. Groups receiving permission are responsible at all times for the observance of fire and safety requirements;
8. It is the intention of the Hull Public School Committee to prohibit the use or distribution of tobacco products at all times whether or not school is in session within school buildings, on school grounds, and at all school-sponsored functions in order to improve the health of students, all school personnel and visitors;
9. Proper liability insurance will be required of all groups given permission to use school facilities;
10. The Committee will approve and periodically review a fee schedule for the use of school facilities;
11. In situations where there is no cost factor to the Hull Public Schools, or in situations where a mutual exchange of facilities is possible between the Hull Public Schools and the organization, rates may be modified or eliminated by the Superintendent. In situations where extended usage for a long period of time is required, rates may be set at a contract price (example: every Saturday, from 9:00am – 12:00 pm, for 7 weeks); and
12. The School Committee reserves the right to cancel any permission granted.

First reading: May 8, 2006

Second reading: May 23, 2006

Adoption: June 5, 2006

Proposed reconsideration: June, 2011

Hull Public Schools

FACILITY USE FEE STRUCTURE

Facilities Use Policies

1. All requests for the use of the School Facilities must comply with KF and KF-R1;
2. School-related groups will be permitted reasonable use of the school facilities without charge (see KF-R);
3. Any Hull based legally constituted not-for-profit organization or any non-Hull based legally constituted not-for-profit organization that serves Hull residents may be allowed up to 10 hours per year (not to exceed \$300 worth of time) of approved facilities usage without charge. Hull based not for profit organizations using the facility for more than 10 hours in a year may be charged the facilities access fee. Any organization requesting to use the school facilities in accordance with this policy will be required to provide documentation of their not-for-profit status;
4. The Superintendent reserves the right to limit the total number of hours of free access time to 100 hours during any fiscal year;
5. In situations where there is no cost factor to the Hull Public Schools, or in situations where a mutual exchange of facilities is possible between the Hull Public Schools and the organization, rates may be modified or eliminated by the Superintendent. In situations where extended usage for a long period of time is required, rates may be set at a contract price (see KF-R1);
6. For-profit organizations will be required to pay a Facilities Access Fee in addition to the hourly rate (see below.) The facilities fee only covers the cost of compensating one custodian to cover the event. If two custodians are required to cover the same event, the School Department will not absorb the cost of the additional personnel and the for-profit organization will pay the prevailing custodian(s) wage including over-time rate.

Facilities Access Fee

100 dollars per day for up to 6 hours
25 dollars per hour for every hour or part there of, over 6 hours

Hourly Rates

Monday through Friday	35 dollars per hour*
Saturday all day	35 dollars per hour*
Sunday all day	40 dollars per hour*
Holidays all day	40 dollars per hour*

*These rates will take effect on July 1, 2006.

First reading: May 8, 2006

Second reading: May 23, 2006

Adoption: June 5, 2006

Proposed reconsideration: June, 2007

Hull Public Schools

APPLICATION FOR USE OF THE HULL PUBLIC SCHOOL BUILDINGS

This application is to be filed at least ten (10) days in advance of date requested at the Office of the Superintendent of Schools. Approval of the School Principal and the Superintendent of Schools is required. Copies of the application will be distributed, as shown at bottom of page.

1. Name of Organization: _____ Date of Application: _____

2. School to be used: _____
 Part of building to be used:
 Auditorium _____ Cafeteria with kitchen* _____ Classroom _____
 Gymnasium _____ Gymnasium and one set of lockers and showers _____
 Other (Please Specify) _____

3. **Date(s):** _____ **Hours:** _____
 Use of Building: _____ From: _____ To: _____
 Continuous: _____ One Time Only: _____

The function must be finished and everyone out of the building by the stated time or incremental costs will occur.

4. Purpose: To conduct a _____

5. Is admission to be charged? YES _____ NO _____

6. Proceeds to be used for: _____

7. **Tobacco Free Schools Policy:** I hereby certify that I have read and will abide by the Hull Public Schools Tobacco-Free Schools Policy. _____

8. **Police Certificate:** (required for any occasion in which a large public attendance of over 100 is anticipated.) I hereby certify that arrangements have been made for the presence of a uniformed policeman at this function.

 HULL POLICE DEPARTMENT

9. **Fire Department Certificate:** (Required when stage props and scenery are used.) I hereby certify that all scenery, etc., has been approved for the above-named organization.

 HULL FIRE DEPARTMENT

10. Signature of person responsible: (person signing here is responsible for informing organization of "Regulations Governing Use of School Buildings.")

Name: _____ Official Title: _____
 Address: _____ Phone No.: _____

**Additional form for use of Cafeteria with Kitchen. Ask School Office for form.*

School is available as requested. _____	Application: Approved _____
Principal: _____	Denied _____
Date Approved: _____	_____
	Supt. of Schools Date Approved

IF THIS IS NOT A SCHOOL EVENT: Please note that this event is not sponsored or approved by the Town of Hull *if this is not a school* event. It is being held as a private non-Town of Hull function. The Town of Hull bears no responsibility or liability for any circumstances involving this event. Any questions or concerns should be directed to the sponsor of the event.

*White Copy - School Office Canary Copy - Office of the Superintendent
 Pink Copy - Representative of organization requesting use of buildings*

*First reading: May 8, 2006
 Second reading: May 23, 2006
 Adoption: June 5, 2006
 Proposed reconsideration: June, 2011*

USE OF SCHOOL GROUNDS FOR MOTOR VEHICLES

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

Original adoption: January, 1996
First reading 2007 revision: October 22, 2007
Second reading: November 13, 2007
Adoption: November 26, 2007
Proposed reconsideration: November, 2012

Hull Public Schools

COMMERCIAL SOLICITATIONS AND COMMERCIAL FUNDRAISING ACTIVITIES IN THE SCHOOLS

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

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

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

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

For the purposes of this policy, local PTA and PTO groups and groups representing Hull Public Schools employees will be considered "school groups" and will be governed by the Committee's policy on staff solicitations. (See GBEBBC)

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

CROSS REF: GBEBBC

Original adoption: January, 1996

First reading 2004 revision: January 12, 2004

Second reading: December 13, 2004

Adoption: January 10, 2005

Proposed reconsideration: Suspended for 2010 School Year

Hull Public Schools

ADVERTISING IN THE SCHOOLS

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

Solicitation of sales or use of the name of the Hull Public Schools to promote any product will not be permitted by the Committee.

Original adoption: January 18, 1996
First reading 2007 revision: October 22, 2007
Second reading: November 13, 2007
Adoption: November 26, 2007
Proposed reconsideration: November, 2012

Hull Public Schools

PROMOTIONAL MATERIALS IN THE SCHOOLS

Neither the facilities, the name, the staff, nor the students, the Hull Public Schools, nor any part thereof shall be employed in any manner for promoting or otherwise advertising the interests of any commercial or other nonschool agency or organization except that:

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

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

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

Original adoption: January 18, 1996
First reading 2007 revision: October 22, 2007
Second reading: November 13, 2007
Adoption: November 26, 2007
Proposed reconsideration: November, 2012

Hull Public Schools

VISITORS TO THE SCHOOLS

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

Visits by parents to several classrooms in a given grade, for the purposes of comparing teaching styles in order to provide a basis for a request for student assignment to a particular teacher, are strongly discouraged. The Hull Public School's policy of assigning a student to a particular class is the sole responsibility of the building Principal in consultation with the staff of that school.

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

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

Original adoption: January 18, 1996

First reading 2007 revision: October 22, 2007

Second reading: November 13, 2007

Adoption: November 26, 2007

Proposed reconsideration: November, 2012

Hull Public Schools

RELATIONS WITH COMMUNITY ORGANIZATIONS

We believe that the Hull Public Schools have the primary responsibility for the formal education of the children and youth of the community. However, the School Committee recognizes that many governmental agencies and community organizations, while not primarily concerned with education, play a definite role in education.

Therefore, it will be the desire of the Committee to establish positive working relationships with all other public and private organizations that contribute to the education process and to the general welfare of the citizens of the community.

Proposed plans, projects, or activities of community organizations must be evaluated and promoted in light of their stated contribution to the academic as well as the athletic and fine arts programs of the schools. Care must be taken to avoid compromising or diluting the responsibilities and authorities of the School Committee.

Original adoption: January 1996
First reading 2007 revision: October 22, 2007
Second reading: November 13, 2007
Adoption: November 26, 2007
Proposed reconsideration: November, 2012

Hull Public Schools

RELATIONS WITH POLICE AUTHORITIES

Cooperation with law enforcement agencies is essential for the protection of students and staff, for maintaining a safe environment in the Hull Public Schools, and for safeguarding all school property.

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

The School Committee also recognizes the potential enrichment that law enforcement agencies can make in the educational program.

Efforts should be made to develop and maintain a healthy attitude toward law enforcement agencies and personnel to promote better understanding and communication.

Original revision: November 20, 1996
First reading 2007 revision: October 22, 2007
Second reading: November 13, 2007
Adoption: November 26, 2007
Proposed reconsideration: November, 2012

Hull Public Schools

RELATIONS WITH THE FIRE DEPARTMENT

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

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

Original revision: January 1996
First reading 2007 revision: October 22, 2007
Second reading: November 13, 2007
Adoption: November 26, 2007
Proposed reconsideration: November, 2012

Hull Public Schools

RELATIONS WITH PLANNING AUTHORITIES

The School Committee will participate in local and state planning functions that could directly affect Hull Public Schools and their immediate environment.

The Superintendent or designee will keep the School Committee informed of planning matters bearing directly on the operation of Hull Public Schools or school-sponsored programs, and will undertake action on behalf of the School Committee to influence matters in the best interests of the students, the schools and the Hull Public Schools.

Original revision: January 1996
First reading 2007 revision: October 22, 2007
Second reading: November 13, 2007
Adoption: November 26, 2007
Proposed reconsideration: November, 2012

Hull Public Schools

RELATIONS WITH LOCAL GOVERNMENTAL AUTHORITIES

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

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

Original revision: January 1996
First reading 2007 revision: October 22, 2007
Second reading: November 13, 2007
Adoption: November 26, 2007
Proposed reconsideration: November, 2012

Hull Public Schools