

MEMO

Shawsheen Valley Technical High School
Principal



Approved by SVRVTSD School Committee on Tuesday, April 29, 2025

To: Superintendent-Director Tony McIntosh & SVTHS Curriculum Subcommittee
From: Jessica Cook, Principal
Date: Tuesday, April 15, 2025
Subject: Proposed Changes to the SVTHS Student Handbook

Superintendent McIntosh & SVTHS Curriculum Subcommittee,

I look forward to attending the Curriculum Subcommittee meeting on Tuesday, April 29, 2025 to present a number of important proposed changes to the SVTHS Student Handbook for the 2025-2026 school year. An overview of those changes is provided for your convenience in the table below. Some of those changes are simple (i.e. update dates, titles, extensions, etc.), while others are more substantive (i.e. attendance policy, GPA scale, etc.). Additional documents are provided for each of the more substantive changes so you can view the full language and identify the exact changes to the language. The proposals provided result from months (and in some cases years) of collaboration amongst SVTHS School Council members and with SVTHS Administrators and staff. I look forward to the opportunity to discuss these proposals with you and to provide additional context to them.

The list of proposed changes below was approved unanimously by the SVTHS School Council on Tuesday, April 10, 2025.

Section of Student Handbook	Overview of Proposed Changes
Notice of Non-Discrimination	Update using language from attorney to comply with new legal requirements.
Welcome	Update message, dates and extensions.
Table of Contents	Update to match changes throughout; update dates.
Part I. Introduction	Update language to reflect changes to how permissions will be collected electronically through Aspen and New Student Registration.
1-1: School Committee	Update list of School Committee members & titles.
1-2: School Calendar	Update with the 2025-2026 School Calendar.

2-2: Bus Transportation	Update website link for bus routes.
Part 3. School Attendance	<p>Update to reflect multiple changes endorsed by the School Council, after two years of work on this section of the Student Handbook at School Council meetings. Proposed revisions were approved unanimously by the 2024-2025 SVTHS School Council. These changes address the excessive number of absences allowed under our current policy, and the excessive class absences due to early dismissals, as allowed per the current policy. Changes also include a new intervention: Attendance Make-up Days.</p> <p>➤ To view all changes, see the attached document: “Proposed Handbook Changes – Section 3 Attendance – April 2025”</p>
4-1: General Course Policy: Grades 9-12	<p>Update to align with Program of Studies Changes. Insert link to 2025-2026 Program of Studies. Update graduation requirements to have new languages re: MCAS Participation. Add in new language for competency determination.</p> <p>➤ All changes to this section were approved by the School Committee earlier this year with the Program of Studies – that same language will be used in the Student Handbook.</p>
4-5: Grading	<p>Update grade scale to show A+ as 97-100. Add in updated GPA scale and information to explain process for merging both scales.</p> <p>➤ To view all changes, see the attached document: “Proposed Handbook Changes – Section 4.5 Grading -with new GPA Scale- - April 2025”</p>
4-11: Cooperative Education Program and Procedures	<p>Update language to clarify that both unexcused and excused absences count. Update language to have attendance totals include absences, tardies, and dismissals.</p> <p>➤ To view all changes, see the attached document: “Proposed Handbook Changes – 4.11 – Co-op Requirements - April 2025”</p>
5-11.5: Sexual Harassment/Title IX	<p>Update language to match changes at the federal level as of February 2025 – language was already updated on our website.</p> <p>➤ To view new language, see the attached document: “Shawsheen Title IX Grievance Procedures v02262025”</p>
5-19: Cell Phones/Personal Electronic Devices	<p>Updated language based on recommendations from School Council to ensure students & families are clear on when cell phone use is allowed in school.</p> <p>➤ To view all changes, see the attached document: “Proposed Handbook Changes – 45.19 Cell Phones-Personal Electronic Devices - April 2025”</p>
7-3: National Honor Society	<p>Update language to account for changes needed with GPA cutoff for classes of 2026, 2027, 2028, and then 2029 onward re: NHS Eligibility.</p> <p>➤ TBD pending approval of GPA scale.</p>

7-4: National Technical Honor Society	<p>Update language to account for changes needed with GPA cutoff for classes of 2026, 2027, 2028, and then 2029 onward re: NTHS Eligibility.</p> <ul style="list-style-type: none"> ➤ <i>TBD pending approval of GPA scale.</i>
PART 9. Computer Network Infrastructure & Acceptable Use Policy (AUP)	<p>Update to include minor revisions to language throughout:</p> <ul style="list-style-type: none"> ➤ To view all changes, see the attached document: “<u>Proposed Handbook Changes – Part 9 Computer Network Infrastructure and AUP - April 2025</u>”