

# BOSTON PUBLIC SCHOOLS



## MAURICE J. TOBIN SCHOOL ESCUELA MAURICE J. TOBIN

JOHN HOLLY  
Director of Instruction  
Director de Instruccion

EFRAIN TOLEDANO  
Principal  
Director

09/04/18

Dear Educators and Staff,

All BPS educators, school leadership and staff must access and read the BPS SUPERINTENDENT CIRCULARS referenced in the Tobin Handbook for SY'2018-2019. The screenshot below illustrates how to access the SUPT circulars via the Tobin Handbook – <http://tobink8.org/handbook.html>

Tobin K-8 Handbook: 

About Us	Attendance 95%+	Protocols/Forms	CPTs	Progress/Report Cards		
LAT/RETELL	SST	Conduct	Assessment	<b>BPS SUPT Circulars</b>	Reports	ASPEN
				<b>BPS SUPT Circulars Search and Attendance</b>	BPS Administrative Search/Tobin Memo	
				BPS SUPT Circulars Office of Human Capital	BPS Policies & Procedures: Superintendent's Circulars Search, 2018-2019	
				BPS SUPT Circulars Health	Superintendent Circular Memorandum (Tobin K-8 School), 2018-2019	
				BPS SUPT Circulars Policy	<b>BPS Attendance SUPT Circulars, SY'2017-2018</b>	
				BPS School Safety Circulars	BPS Policies & Procedures: Superintendent's Circulars Search, 2017-2018	
				Field Trip Guidelines	SUPT Circular ACA-18: Attendance Punctuality Policies (ACA-18)	
				BPS Policy on Political Activity	SUPT Circular 18A: Attendance and Punctuality Procedures (18A)	
				BPS SUPT Circulars Employees	SUPT Circular 18B: Procedures for Referral to Supervisors (18B)	
				BPS Student Records, Transfer, Visitors etc	BPS SUPT Circular: HRS-PP05 Employee Attendance	
				Transportation/Bussing	BPS SUPT Circular: Maximum Age Assignment Policy	
					Grade Change Form (BPS)	

**We have provided a hard copy of each circular in a binder for educators, leaders and staff to read offline along with a sign-off sheet.** Please let us know if you have any questions.

Sincerely,

Efrain Toledano, Principal  
John Holly, Director of Instruction  
Courtney Kinney, Community Field Coordinator

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