

# BOSTON PUBLIC SCHOOLS



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

JOHN HOLLY  
Director of Instruction  
Director de Instruccion

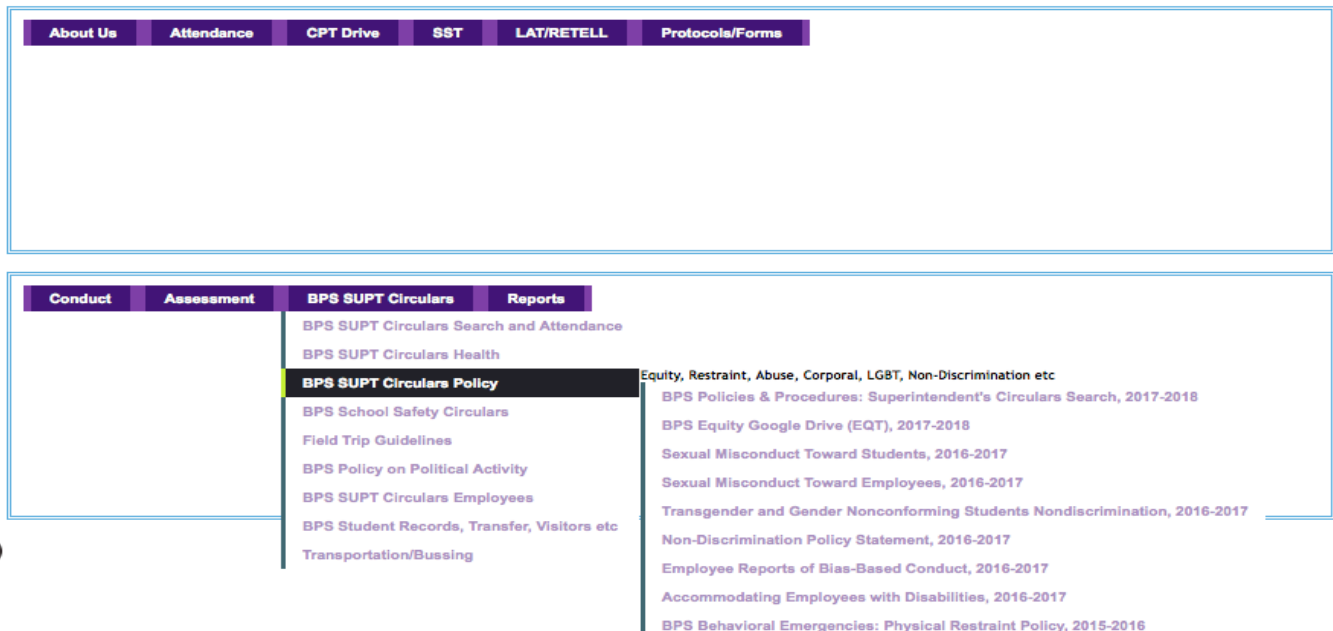
EFRAIN TOLEDANO  
Principal  
Director

09/05/17

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'2017-2018. The screenshot below illustrates how to access the SUPT circulars via the Tobin Handbook – <http://tobink8.org/handbook.html>

Tobin K-8 Handbook:      



The screenshot shows a navigation menu with the following items:

- About Us
- Attendance
- CPT Drive
- SST
- LAT/RETELL
- Protocols/Forms

The 'BPS SUPT Circulars' menu is expanded, showing the following items:

- BPS SUPT Circulars Search and Attendance
- BPS SUPT Circulars Health
- BPS SUPT Circulars Policy**
- BPS School Safety Circulars
- Field Trip Guidelines
- BPS Policy on Political Activity
- BPS SUPT Circulars Employees
- BPS Student Records, Transfer, Visitors etc
- Transportation/Bussing

On the right side of the expanded menu, there is a list of circulars:

- Equity, Restraint, Abuse, Corporal, LGBT, Non-Discrimination etc
- BPS Policies & Procedures: Superintendent's Circulars Search, 2017-2018
- BPS Equity Google Drive (EQT), 2017-2018
- Sexual Misconduct Toward Students, 2016-2017
- Sexual Misconduct Toward Employees, 2016-2017
- Transgender and Gender Nonconforming Students Nondiscrimination, 2016-2017
- Non-Discrimination Policy Statement, 2016-2017
- Employee Reports of Bias-Based Conduct, 2016-2017
- Accommodating Employees with Disabilities, 2016-2017
- BPS Behavioral Emergencies: Physical Restraint Policy, 2015-2016

**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