



**Newport Middle High School
Sugar River Valley Regional Technical Center
2009-2010 Handbook**

NMHS Mission

Newport Middle High School is committed to improving student achievement and graduating students who are

- Self-directed Learners
- Critical Thinkers and Problem Solvers
- Goal Setters who set and follow through with actions plans to meet our goals
- Cooperative Workers
- Informed Decision Makers
- Effective Communicators

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PRINCIPAL'S MESSAGE

As we start the 2009-2010 school year, it is our hope that this handbook will serve as a valuable guide and information resource for parents and guardians as well as for our student body. Please keep the handbook handy at all times so that you can find the information you need both at school and at home.

The work and study you engage in this year will pay great dividends throughout your lifetime. You will encounter many academic challenges as the year moves along. Always keep in mind that what you are doing here is important, that you can do it, and that your teachers will support you until you are successful. Always strive to do your best.

In order to maintain a safe and orderly educational climate, it is necessary for us to develop and enforce the rules and regulations contained in this handbook. It is your responsibility to become familiar with them so that you can avoid violating them. If you have any questions about school regulations and policies, please feel free to contact any member of the administration. We encourage you to inform us of any special situations and circumstances that may arise, and we urge you to come to us for assistance when you may need it. We cannot help you with problems unless we are aware of them.

Finally, we encourage all students to take full advantage of the educational choices offered to you this year. Your parents, guardians, and Newport citizens have made sacrifices so that you can have this opportunity. It is our sincere hope that you will have a pleasant and rewarding school year.



NEWPORT SCHOOL DISTRICT PHILOSOPHY

Introduction

Education is the most demanding and most rewarding responsibility of a community. That responsibility is shaped by the beliefs, the practices and the mission statement of the Newport School District. It is imperative that the school district work with the community to develop a culture of learning that is student centered and reflects high standards and continuous improvement for all.

Beliefs

Newport School District is committed to a philosophy characterized by the following beliefs:

- The mission statement should be the central focus of our practices.
- Family, school, community, and students should work as partners.
- Every student should have an adult advocate.
- All parents and students should have a voice in the educational process.
- Every individual should be treated with dignity and respect.
- Expectations for learning should be relevant, rigorous, and clearly communicated to students, parents/guardians, and community.
- All students can succeed as learners
- Quality teachers and administrators are a valued resource for ensuring student achievement.

Practices

Newport School District will:

- Emphasize literacy and numeracy across the curriculum.
- Provide students with curricula that is challenging, interdisciplinary, exploratory, and aligned with state and national standards.
- Ensure a culture of inclusion for all, emphasizing individualized learning.
- Utilize a variety of instructional strategies which recognize the talents and learning styles of all children

- Utilize assessment and evaluation processes that promote learning and accountability.
- Provide comprehensive program pathways that promote lifelong learning for all students.
- Recruit, develop, and retain a high quality teaching and administrative staff
- Present an annual budget that is reflective of the district philosophy and mission.

STUDENT HANDBOOK

The NMHS Student Handbook contains information on schedules, procedures, and other important information as well as assists students in organization by having a day planner section. Each student will be responsible to read over the material and use it as a reference when they have questions. This handbook contains several student pass pages. Students will use these pass pages for hall passes. If lost, replacement handbooks will be available in the main office at a cost of \$5.00. The number of available passes on the pass page in the replacement book will be adjusted to reflect the number of days remaining in the period.

ACADEMIC INFORMATION

GRADING POLICY AND ACADEMIC RANK

The marking system is as follows

A = 90-100% - 4 grade points

B = 80-89% - 3 grade points

C = 70-79% - 2 grade points

D = 65-69% - 1 grade point

F = 0-64% - no credit given

Class rank will be determined by grade point average.

Other marks include:

M = Meritorious

N/C = No credit

S = Satisfactory

U = Unsatisfactory

CR = Credit received

I = Incomplete. This grade is award to necessary circumstances that precluded a student from completing a course. The student is expected to complete all missing work within two weeks of the report card unless prior arrangements have been approved by the administration.

Effort Grades in Newport Middle School

1 = Excellent

3 = Improvement Needed

2 = Satisfactory

4 = Unsatisfactory

HONOR ROLL AND ACADEMIC RECOGNITION

Academic Recognition is given to student through the honor roll.

- High Honors: A student must earn all "A's"
- Honors: A student must earn all "A's" or "B's"

An honor roll will be posted every quarter for grades 7-8 and for grades 9-12. A "U" in Physical Education or any other subject will keep a student off the honor roll. Students must be taking a full course load to qualify for the honor roll.

REPORT CARDS AND PROGRESS REPORTS

Report cards are issued at the end of each quarter

Progress reports are issued at the mid-point of each quarter

EARLY GRADUATION

In order to qualify for early graduation students must meet all course and credit requirements for graduation.

It is absolutely necessary that a student and parents/guardians do the necessary long-range planning for early graduation. A statement that the program is approved by parents/guardians is required.

To be eligible for early graduation a student must complete an application before June 1st of the sophomore year. Application forms are available in the guidance office.

1. The student will arrange a conference with the Principal. A parent/ guardian must also be present at the conference.
2. The student must prepare a composition in his/her own handwriting that will convince a faculty committee that the early graduation program is in the student's best interest. (It should be noted that strong emphasis should be placed on plans beyond high school, and only educational plans will warrant strong consideration.)
3. Students must obtain written recommendations from two faculty members.
4. The student must show evidence of having completed or planning to complete a program of studies that satisfies all graduation requirements and have it signed by a counselor.

All of the above must be completed by the end of grade 10 and submitted to the Principal. These applications will be considered only once a year, as many afterthoughts are just that. These applications will be turned over to a parent/administrator/faculty review committee who will make recommendations to the Principal. The Principal will carry approved applications to the Superintendent of Schools.

NATIONAL HONOR SOCIETY FOR NEWPORT HIGH SCHOOL

Eligibility

All students in grades 11-12 with cumulative scholastic averages of 3.0 or higher are eligible for selection to the National Honor Society. Eligible students must make written application to join the Honor Society.

Selection

In the fall of their junior year, all eligible students will be reviewed by the National Honor Society Faculty Committee. Review will focus on four areas:

- Scholarship
- Leadership
- Service
- Character

After such review, students who receive a majority vote from members of the Faculty Committee will be notified of their selection to the Society.

Induction

Induction of new members of the National Honor Society will take place in the May or June.

Review

The National Honor Society Faculty Committee will periodically review the status of Honor Society Members to insure that student performance merits continued membership in the Honor Society. Any disciplinary situations involving National Honor Society members will be handled according to the rules (National and local) of the National Honor Society. The rules are on file in the principals' office.

TRANSFER OF ACADEMIC CREDITS

Every attempt will be made to evaluate incoming credits with the system we use at Newport. Where questions or doubts arise, decisions will be made in favor of the student. If a question arises regarding a course taken at another school, a call will be made to the previous school to resolve the question. A college-level course will equal one unit at NHS. The decision made by the principal shall be final.

INTERNSHIP

A student may participate in a non-paid, work-based internship at a local business. Under the supervision of the Career and Technical Education Counselor, one (1) credit will be awarded for the successful completion of 135 hours of jobsite training, eight academic projects, detailed attendance records, and regular meetings with the counselor. The business must be one that is in a possible career field for the student. The goal is to have the student assess his or her career interests, learn about the world of work, and develop up-to-date workplace skills.

ACHIEVING ACADEMIC SUCCESS

HOMEWORK

Homework is a constructive tool in the teaching and learning process. It should be designed to meet the needs of students. Purposeful assignments enhance student achievement, develop self-discipline, reinforce good working/learning habits, and foster teacher/student communication. Homework must have a connection to the subject, extending and reinforcing skills learned in class. Teachers will be sensitive to the total amount of homework given by their colleagues, and a balanced load of homework will be assigned. Homework procedures for each class will be provided to students at the beginning of each year, and will be articulated in course descriptions.

Parents/guardians and students can expect homework in every class on a regular basis.

STUDY SKILLS

Good study skills are an essential part of learning. Each student is provided with a student agenda that has study tips, important school rules and space to write assignments. Personal organization, time management and study skills are a vital element of academic success. Following these guidelines for studying will improve student performance.

1. Take responsibility for your work.
2. Copy the assignment carefully into the agenda.
3. Make sure you understand the directions.
4. Take and use your notes.
5. Plan your time wisely.
6. Take pride in your work. Be sure your finished product is neat, accurate and submitted on time.
7. If you do not have written homework, spend time reviewing other work and/or reading independently.
8. Share your work with your parents.

EXTRA HELP

Students and teachers may find that extra help sessions (after school) will be needed. If the session is teacher initiated, the student will be given twenty-four (24) hours notice so that parents can arrange transportation home. If the session is student initiated, students need to arrange a conference time.

PARENT CONFERENCES:

Parents are encouraged to confer with individual teachers, the teaching teams, counselors or administrators regarding their child's progress and performance at any time. Conferences are arranged by contacting the child's teaching team.

ACADEMIC PROMOTION AND RETENTION

Grade promotion in the High School is determined by the number of credits a student earns. To be promoted to the next grade a student must complete the following by the end of the academic year:

- Promotion from Grade 9 to Grade 10 requires 4 credits
- Promotion from Grade 10 to Grade 11 requires 10 credits
- Promotion from Grade 11 to Grade 12 requires 16 credits

In the Middle School, decisions on whether or not a student should be retained are made on a case-by-case basis examining a student's grades, ability to demonstrate core competencies, standardized test scores and staff recommendations. Parents should be alert to the possibility of retention when a student has failing grades in core subjects. Initial notification of the possibility of retention and the available remedial resources will be sent in the 4th quarter. Final retention decisions are made at the end of the academic year.

ATTENDANCE INFORMATION

GENERAL ATTENDANCE INFORMATION

In order to obtain the best possible education, it is important for students to attend school on a daily basis. Teacher and student interactions as well as insights gained from group discussions are lost when a student is not present in class. Student classroom experiences cannot be "made up" at a later date. The entire process of education requires regular classroom participation in order to achieve continuity of instruction and learning experiences.

The School Board and the staff of Newport Middle High School feel strongly that students should be in class every day and on-time for every class in order to provide the best possible learning situation for every student. We also recognize that there are some occasions when a student cannot be in school. This policy statement has been developed to encourage good attendance and to maximize every student's opportunity to learn.

Students under the age of 18 who are legally and officially enrolled in school are required, by law, to attend school unless they are enrolled in an approved non-public school or are otherwise legally excluded (See RSA 193:1, Duty of a Parent for Compulsory Attendance by Pupil).

Attendance is taken every day and in every class. Students who are repeatedly absent without a valid excuse as determined by the school, will be reported to the Truancy Officer as provide in the Truancy section below. Parents/Guardians of repeat offenders may be prosecuted for violating RSA 193:1, Duty of a Parent for Compulsory Attendance by Pupil.

Attendance will be taken and submitted to POWERSCHOOL at the start of every class.

TRUANCY

An absence for any reason that does not meet the criteria for an excused absence as provided through policy JH Student Absences and Excuses is unexcused. A student who is absent from school or class with an unexcused absence is truant. A student shall be declared habitually truant when s/he has missed more than 20 half-days of unexcused absences in one school year. For the purpose of this policy a "half-day" is defined as missing up to half the total minutes in a student's scheduled school day. Missing more than half of the total minutes in a student's school day may constitute two half-day absences. Follow up procedures will be instituted. Absences, even with parent/guardian consent, which are excessive and/or interfere with the student's educational program, will be interpreted as truancy and follow-up procedures may be instituted

EXCUSED ABSENCES

Excused Absences are absences necessary for the health and welfare of the student, a significant family emergency, or a school sponsored activity. Notes from parents/guardians must contain reference to the appropriate reason for an excused absence or the absence will be considered unexcused. For excused absences, all work missed may be made up. For planned extended absences, students should request work before they leave. The student should make arrangements with the teacher to make up the work. Teachers will determine due dates for make-up work. Such absences may include but are not limited to the following:

- Illness: A doctor's note may, at the discretion of administration, be required.
- Medical appointments or treatment.
- Religious holidays regularly observed by persons of the child's faith.
- Attending the funeral service of an immediate family member. (Funeral service absence will usually not be more than three days. If the funeral requires extended travel time, the school must be notified in advance.) Funeral time may not be concurrent with the actual services but may be required as parents/guardians need to settle matters relating to the death. Immediate family includes parents/guardians, siblings, grandparents, aunts, uncles, nephews, nieces, and cousins. The administrator may also excuse absences for funeral of foster parents, or others who are known to have played a role in the child's life.
- Approved participation in a school co-curricular activity in which the student represents the School or District, including athletic events, fine arts and/or or performance, and academic competition.
- Field Trips. If a field trip leaves after the beginning of school, students are expected to attend all of their classes up to the scheduled departure of the trip. If a student does not attend those classes, they will be considered truant from those classes.
- Personal or family emergency requiring the student's absence when approved, at the discretion of the school administrator.
- Administrative summons or when detained by other classified or certificated personnel.
- College visitation up to three times when approved in advance by the administration.
- Any other activity deemed by the building administrator to have an educational benefit.

UNEXCUSED ABSENCES

Absences for any other reason that does not meet the criteria of an excused absence, including but not limited to:

- Family vacations
- Work
- Car or transportation problems
- Non-Medical appointments
- Babysitting

TARDY

It is very important to be on time for school and class. If a student is going to be late, s/he must bring a note from a parent/guardian. Reasons such as doctor's appointments, court appearances, religious requirements, etc. will be excused. Tardiness in excess of 15 minutes per period or 30 minutes per block will be recorded as an unexcused absence. All unexcused tardies per semester will accumulate.

- Teachers should address each tardy with an individual student.
- After three (3) tardies, you can expect that the teacher will notify your parent/guardian and your advisor.
- After five (5) unexcused tardies per semester, an office detention will be assigned.
- Chronic tardiness will result in a parent/guardian conference with administration, in-school suspension and referral to Truant Officer.

DISMISSAL/EARLY RELEASE FROM SCHOOL

Students who wish to be dismissed from school must present a note from their parent/guardian to the office before 7:30 AM, except for emergencies. Parents/guardians must contact the school prior to the dismissal. Excuses provided the next day will not be accepted. Dismissals from school will be allowed for the following reasons only:

- Family or personal emergency
- Illness or medical appointments
- Religious holidays
- Court appearances

Students who are dismissed during the school day shall sign out in the office before leaving the building by the main entrance. Students who return to school from dismissal shall sign in at the main office as well.

Without prior approval of an administrator, students may not be dismissed. Permission cannot be obtained after the fact. Students who leave school without prior administrative permission are subject to disciplinary action. Dismissed students who return to school may participate in co-curricula activities only with permission of the administration.

SCHOOL ADMINISTRATOR'S RESPONSIBILITIES

- To review the students' attendance regularly.
- To identify students who require attendance services for absences, truancy, and tardiness.
- To take make appropriate interventions, after identifying students who require assistance, to improve their attendance.
- To contact the advisor after two (2) unexcused absences.
- To contact the parent/guardian of students who have four (4) unexcused absences from any class within a marking period and to make appropriate interventions to help the student improve attendance.

CODE OF STUDENT CONDUCT

SCHOOL AUTHORITY

The daily operation of Newport Middle High School is in the hands of the Principal and members of the administration. These individuals have the authority to make judgments and decisions regarding the welfare of the students, the staff, the property, and the educational climate in general.

STUDENT DISCIPLINE CODE

The Newport Middle High School (NMHS) establishes its community standards and discipline procedures within the frameworks of the Newport School District Educational Philosophy and the NMHS Mission. Respect for the learning community and respect for individuals are core values that are embedded in these guiding pieces and provide a basis for our community standards and discipline philosophy.

NMHS has certain policies and procedures that establish community standards and govern the behavior of the students, faculty, and staff to insure that the core values of respect for the learning community and respect for individuals are maintained.

NMHS recognizes that effective school discipline is critical to academic success and requires both high standards of behavior and a culture of acceptance as students are learning to meet these standards. Effective school discipline maximizes the amount of time students spend learning and minimizes the amount of time students cause disruption or are removed from their classrooms due to misbehavior.

A goal of school discipline is to teach students to behave in ways that contribute to academic achievement and school success and to support a school environment where students, faculty and staff are responsible and respectful.

The discipline policies and the rules, regulations and procedures presented in the Student Handbook balance the best interests of each student with those of the school community as a whole. When students do not conduct themselves appropriately, we employ a multi-level system of discipline. This multi-level system works like a set of steps where a student who exhibits chronic misbehavior receives consequences that will increase in severity over time.

STUDENT RESPONSIBILITIES AND DISCIPLINE

Students have certain responsibilities that go hand in hand with receiving an education. Rules have been established to ensure that you and all students here at the high school can be educated in the safest possible environment. People preventing anyone from being educated will be reminded of the purpose of school through a series of consequences. There are certain behaviors, which will not be accepted in our school. If a student becomes involved in inappropriate behavior, there are consequences that will be used. All school rules are in effect and must be followed at all school events. The Superintendent designates the building administrators to implement disciplinary procedures under ED 317.04.

Our teachers have rules and expectations. They have a discipline plan, which will be followed in their classrooms.

SANCTIONS

The following sanctions are available.

EDUCATIONAL SANCTIONS AND COMMUNITY SERVICE

The administration reserves the right to assign educational sanctions as a consequence when appropriate. The administration may offer community services in lieu of restitution when appropriate. Parents must agree to this arrangement in advance.

WARNING

A warning is issued as an educational means to help students have clear understandings of the expectations.

DETENTION

In instances of minor infractions of school or classroom rules, a detention will be assigned. Students will be given a 24-hour notice for any detention to be served. Detentions will be held Monday through Friday. The teacher or an administrator will inform a student of the detention date. The student will then be expected to attend the detention and to be punctual.

Detentions fall into two categories.

Teacher Detention

Teachers may assign detentions(s) for those infractions of classroom rules that occur within the classroom. Example behaviors include:

Teacher detention will begin at 2:10 and will end no later than 3:00. The teacher will determine if the detention is held in the teacher's room, learning center, or in the assigned detention location. A student should fulfill a teacher's detention before fulfilling an office detention scheduled for the same time.

If a student fails to serve the assigned teacher detention without prior permission of the teacher, it will be doubled. Those two detentions will be served on the next two consecutive school days. If either of the doubled detentions is missed, the student will be reported to the appropriate administrator, who may assign a full day of in-school suspension.

Office Detention

Office detention is assigned to students for infractions of the school rules that are referred to the office. The number of detentions assigned may vary according to the nature of the offense and the student's previous behavior record.

Office detention will be held from 2:10 to 3:30. Failure to serve office detentions will result in in-school-suspension.

SUSPENSION

Suspension is a more serious consequence for misconduct than detention. When a student commits a serious violation of school rules, a suspension will be assigned. In all such instances, parents will be notified.

Students are responsible for seeing their teachers to make up all assignments, quizzes, and tests.

Students are ineligible to participate in or attend any school activity for the length of suspension.

Any suspension of more than five (5) days may be appealed to the Principal, and any suspension over ten (10) days may be appealed to the Superintendent of Schools.

When it is necessary in the judgment of the Superintendent of Schools, a student may be referred to the School Board for a serious infraction, regardless of the number of cumulative suspensions.

After a student has had four suspensions, an alternative educational program may be proposed to a parent/guardian and student. This program may include any one of a combination of the following:

- Referral to an alternative educational setting (i.e, The Individual Day Program (IDP), Adult Education, etc)
- Shortened school day
- Referral to after-school counseling programs, behavior or a performance contract, or any other combination of options that might be beneficial to the student.

Suspensions fall into two categories.

In-School Suspension (ISS)

A goal of the discipline system is to keep students in class and in school. In-school suspension (ISS) serves that purpose. Students may be assigned to ISS for a period, a portion of the day or for full days. Students in ISS will adhere to the following rules.

- In-school suspensions (ISS) will be served from during the academic day.
- Students are expected to do academic work while in ISS. A staff member is available to help students with their work.
- Students with ISS should report to the ISS room at the beginning of the school day. Students will work with the ISS coordinator to collect work for the day.
- Students are expected to follow all the rules of ISS.
- Lunch will be eaten in the ISS room. Water and milk are allowed. Other beverages are at the discretion of the ISS supervisor. No gum allowed.

Students who are assigned extended time in ISS may earn a shortened stay by working hard and meeting expectations. Students not meeting ISS expectations for effort, behavior, and cooperation may be held after school, given additional days in ISS, or given OSS.

Out-of-School Suspension (OSS)

Out-of-school suspensions are assigned because of the severity of the violation, when a student is a chronic offender of school policies or when a student has been asked to leave ISS. The out-of-school suspension will be assigned according to state law and district policy. A parent/guardian conference may be necessary before the student can return to classes. Students will be allowed a reasonable amount of time to make up work and assignments missed during suspension. It is the responsibility of the student to meet with teachers to arrange a timetable for making up missed work. All students suspended for more than 3 days may have a parent/guardian pick up their work at the main office or they may make alternative plans for their work to be gathered. No student suspended out-of-school will be permitted to be on school property or attend any school function without prior permission from administration.

THREE-STRIKE RULE

Accumulated suspensions in school or out of school may result in further administrative or School Board action. Students exhibiting chronic misbehavior may be placed on a three (3)-step suspension contract by the building administration. It will be referred to as the 3 strike rule. The contract will have the following:

- 1st suspension 5 days
- 2nd suspension 10 days
- 3rd suspension 15 days and a request an Expulsion hearing

Note: This 3-strike rule is for serious chronic misbehavior during an academic year. The 3-strike rule will adhere to all necessary policies and procedures provided in the Individuals with Disabilities Educational Act (IDEA, 2004).

Routine Disciplinary Guidelines

Teachers will handle most minor infractions of the rules. At times the Principal, the Associate Principal or the Assistant Principal will also talk to you about these infractions. Major infractions will be handled by the Administrative Staff with parent/guardian and teacher involvement. The consequence will depend on the severity of the infraction and each individual student's position within the progressive discipline system. The following is a list of major infractions and their initial consequences:

Bomb Threats- A student shall not communicate a report known by him or her to be false regarding the location of an explosive device or other similar dangerous substance or contrivance. EXPECT: long-term suspension or expulsion. Law enforcement will be notified.

Bullying- is conduct which subjects a student to insults, taunts, or challenges, whether verbal or physical in nature, which are likely to intimidate or provoke a violent or disorderly response from the student being treated in this manner. Bullying will not be tolerated. EXPECT: notification of parents/guardians, detentions, suspension, and notification of superintendent and/or law enforcement.

Cell Phones and Electronic Devices – Cell phones and electronic devices may only be used in school with permission. Cell phones and electronic devices should not disrupt classes or the school community EXPECT – to have the cell phone or electronic device taken away and parent notification. Repeat offenders should expect to lose privileges and to move through the progressive discipline steps.

Cheating- Cheating will not be tolerated, EXPECT: a zero on your work and to have your parents/guardians notified.

Class Cuts-If you skip a class, EXPECT teacher interventions and detentions, Office detentions and parent contact for repeat offenses and ISS or OSS for habitual offenders.

Criminal Activity- A student shall not commit any act which constitutes a Crime under State or Federal law. EXPECT: long-term suspension or expulsion.

Destruction of School Property- Willful destruction or misuse of school property (books, desks, chairs, etc.) EXPECT: 2-day in-school suspension, notification, full restitution, notification of law enforcement per Ed 317.

Disruptive/Distracting Class – Disrupting classes interrupts the learning opportunity for all students. EXPECT teacher interventions and the possibility of being sent out of class. Office detentions and parent contact for repeat offenses. Students who are habitual offenders may receive ISS for the period/block or day. Students are responsible for all missed work.

Fighting- Students are expected to take necessary steps to avoid participating in a fight. If you are confronted by another person, leave the area immediately and report the incident to the closest adult. If you do fight, deliberately try to hurt others, or engage in a serious physical struggle, EXPECT: parent/guardian notification, 3-10 day suspension, notification of law enforcement per Ed 317.

- 2nd offense: EXPECT: automatic 10 day out of school suspension, parent/guardian notification and notification of law enforcement per Ed 317..
- 3rd offense: EXPECT: 10 day suspension and referral to School Board for expulsion, parent/guardian notification and notification of law enforcement per Ed 317.

Forgery- If you forge a note or any document. EXPECT: parent/guardian notification, in-school suspension.

Gambling- No gambling is allowed on school property or on school sponsored activities. EXPECT: parent/guardian notification, office detention.

Gross Disrespect and/or Profanity- NMHS will not tolerate the use of profane, obscene, abusive, and/or insulting language. Such conduct may rise to the level of harassment, bullying, or hazing resulting in a referral to law enforcement agencies. If you use obscene verbal language, written language, or gestures that disrupts the school routine, EXPECT: parent/guardian notification, detentions, in-school suspension, out of school suspension.

Harassment- will not be tolerated verbally or non-verbally. EXPECT: parent/guardian notification, in-school suspension, out of school suspension, law enforcement will be notified as per ED 317.

Horseplay- Horseplay may be perceived as fighting and may result in injury. It is important for you to demonstrate respect for yourself and others. Excessive and sustained horseplay is unacceptable. EXPECT: parent/guardian notification, detention, in-school suspension

Inappropriate Public Display of Affection- If you are showing affection in public, EXPECT: to be warned by staff and referred to office. Subsequent offenses will incur detentions or in-school suspension.

Insubordination (Failure to Comply) - Students are expected to follow reasonable requests and directives from staff members. Mutual respect and understanding are keys to appropriate classroom attitudes. Students are encouraged and expected to conduct themselves in a reasonable manner. If you are insubordinate by failing to comply with a reasonable request, EXPECT: parent/guardian notification, detentions. Repeat offenders will receive 1-3 day in-school suspension, and a possible out of school suspension.

Leaving School without Permission - All students need an administrator's prior approval before leaving the building EXPECT: parent/guardian notification, in-school suspension.

Lying- If you lie to any school personnel, EXPECT: parent/guardian notification, in-school suspension.

Matches/Lighters- If you are found in possession of matches or lighter, the objects will be confiscated and returned only to a parent/guardian. If you light your lighter or match, EXPECT: parent/guardian notification, detentions, in-school suspension.

Searches- Any overnight school sponsored trips are subject to all bags and purses being searched prior to leaving school property. Any student found to be in possession of illegal articles such as -- but not limited to -- tobacco, alcohol, weapons, drugs, etc., EXPECT: parental notification, suspensions, loss of privileges such as participation in any co-curricular or co-curricular activities, and notification of law enforcement per ED 317.

Sent Out of Class-If you are sent out of class for inappropriate behavior, EXPECT: teacher conference for first offense, detention followed by increased consequences for subsequent offenses.

Stealing-(Students are responsible for securing their valuables.) Lockers and locker rooms are not safe storage areas for your valuables. Padlock your lockers or store valuables in the main office temporarily. If you steal, EXPECT: two days or more of out-of-school suspension and referral to law enforcement as per ED. 317.

Tobacco/smoking- If you are found in possession, of tobacco cigarettes, snuff, chew or any other form of tobacco products on school grounds or at school sponsored activities EXPECT: confiscation of the tobacco, parental notification, in-school suspension, and notification of law enforcement per ED 317.

Throwing Objects-If you throw objects in a manner that could cause others physical harm, EXPECT: parent/guardian notification, and in-school suspension.

Truancy/Skipping School-If you skip school without a valid reason, EXPECT: parent/guardian notification and in-school suspension.

SCHOOL RESOURCE OFFICER

It shall be the policy of Newport Middle High School that a reasonable, cooperative effort be maintained between the administration and law enforcement agencies. This cooperative effort has lead to an agreement between Newport Middle High School and the town of Newport to provide the school with a School Resource Officer (SRO). The SRO is a Newport police officer whose assigned "beat" is the Newport schools. The SRO works with students, faculty, administration, and parents/guardians to foster a better understanding of the legal system and to promote a crime free environment. Working in coordination with the SRO, the administration will comply with New Hampshire state statutes that require the reporting of illegal acts including, but not limited to, violence, vandalism, theft, and bullying, along with tobacco, drug, or alcohol violations. Community members who have questions can contact the SRO at 863-2414.

Students should be aware that their assigned lockers are accessible to school officials and are subject to search at the discretion of school officials. When school officials have reasonable suspicion to believe weapons, drugs, or objects prohibited by school policy or state law are in the student's possession, they may search the student's person, personal belongings, book bags, backpacks, clothing, etc.

Depending on the circumstances surrounding a given situation, the search, where there is reasonable suspicion to believe that alcohol, illegal drugs, fireworks, dangerous objects, or other articles of contraband are present, may include a search of a student's person or automobile. Any illegal articles found in such searches shall be confiscated by the administration. The school resource officer will be notified whenever any law has been violated.

STUDENTS 18 AND OVER

Regardless of age, all Newport Middle High School students will be subject to all school policies, rules and regulations. Behavioral expectations, school rules, and designated penalties will apply to all students. In general, according to RSA 21-B: 1, the rights of parents/guardians transfer to a student at age 18. However, if a parent/guardian

still claims the student as a dependent on I.R.S. income tax forms, that parent/guardian retains full parental rights and access to information.

POLICIES, RULES AND REGULATIONS

The following policies and procedures regarding student conduct apply while a student is on school property, at school sponsored activities, or at off-campus events in which Newport Middle High School is a participant. Rules that pertain to violence, threats of violence, bullying, hazing, and harassment of any type may also apply to students while they are on their way to or from school. This is especially applicable, but not limited, to bus transportation and bus stops. Any neglect or failure to follow school rules or other forms of gross conduct may be punished by detention, in-school suspension, out of school suspension, or expulsion.

ALCOHOL AND DRUGS

The Newport School District feels that involvement with alcohol and/or drugs is absolutely unacceptable for any students in Newport Middle High School, and that such involvement creates a very serious situation for the student and others at the school.

Students shall not buy, sell, possess on their persons or any place else on school property, use, distribute, be under the influence of, or knowingly be in the presence of any type of alcoholic beverage or of any narcotic drug, hallucinogenic drug, cocaine drug, amphetamine, barbiturate, marijuana or other cannabis-type drug, or any other controlled drug, or any counterfeit drugs or substances intended to look or act like a controlled drug.

An "alcoholic beverage" is defined to include any beverage, whether brewed, distilled, or ferment, that contains alcohol and shall specifically include beverages labeled "non-alcoholic" that nevertheless contain alcohol.

Any student who is knowingly involved in the misrepresentation of an over-the-counter (legal) drug as an illegal drug, and/or is knowingly involved in the subsequent use, sale, or possession of that fraudulent substance (e.g., sugar), shall be subject to the same rules and consequences as drug violators. This includes any student being under the influence of, dispensing, sale of, or being in the act of selling or buying prescribed medication of another individual. This also applies to any student who possesses, transfers, or uses any substance for the purpose of "getting high" or assisting others in doing the same.

A student who violates this policy may be punished up to and including long term suspension or expulsion. First offense: a minimum of 5 days out of school suspension. With administration approval a student may reduce their days of suspension by attending and participating in 5 or more counseling sessions. Second offense: will result in suspension from school for a minimum of 10 days and referral to the School Board for expulsion. A student who violates this policy by selling or distributing drugs, alcohol, or other substances intended to produce a "high," will be referred to the School Board with a recommendation of expulsion.

THE APPROPRIATE LAW ENFORCEMENT AGENCY WILL BE NOTIFIED OF ALL VIOLATIONS OF THIS POLICY AND OF ALL VIOLATIONS OF STATE OR FEDERAL DRUG LAWS.

Drug paraphernalia

A student shall not possess on his/her person or any other place on school property such as a locker or desk, any type of drug paraphernalia (including, but not limited to, items such as pipes, rolling papers, clips, etc.). The first violation of this policy will result in a three-day in-school suspension, with discipline progressing with additional violations.

THE APPROPRIATE LAW ENFORCEMENT AGENCY WILL BE NOTIFIED OF ALL CASES INVOLVING DRUG PARAPHERNALIA OR THE BREAKING OF CIVIL LAW.

Prescription and non-prescription medicines

No student shall have prescription or non-prescription drugs or medication on his or her person during the school day unless a physician has so ordered, and the school has received written permission from the student's parent/guardian together with a copy of the physician's order.

All prescription and non-prescription drugs and medications which a student has parental/guardian permission to use during the school day must be brought to school in an appropriately labeled container and left with the school nurse and may be taken only under the direct supervision of the school nurse.

Parents/guardians of students who require the possession of an inhaler or Epinephrine injector at all times should contact the school nurse as soon as possible.

The consequence for a student who violates this policy will be 5 days out-of-school suspension and 5 days in-school suspension.

BULLYING AND HAZING

Bullying – Bullying may be physical, verbal, emotional or sexual in nature. It is defined as conduct that subjects a pupil to insults, taunts, or challenges, whether verbal or physical in nature, which is likely to intimidate or provoke a violent or disorderly response from the student being treated in this manner. Bullying may rise to the level of harassment if severe or pervasive.

Reporting Procedures: Members of NMHS are encouraged to report all incidents of bullying to a staff member. The staff member shall report to an administrator who shall conduct an investigation. All incidents of bullying established as valid by an administrative investigation, along with preliminary subsequent disciplinary actions that were taken, will be reported to the superintendent or designee for awareness, approval, and/or further action. In accordance with RSA 193-F the superintendent or designee will report incidents of bullying to the appropriate law enforcement agency.

Disciplinary action may include penalties up to and including suspension and possible expulsion (School Board level). All initial student complaints will be taken seriously.

Hazing – “Student hazing” means any act directed toward a student, or any coercion or intimidation of a student to act or to participate in or submit to any act when:

Such act is likely or would be perceived by a reasonable person as likely to cause physical or psychological injury to any person; and

Such act is a condition of initiation into, admission into, continued membership in or association with any organization.

In accordance with New Hampshire law, RSA 631:7, Newport Middle High School will not condone student hazing, will take all reasonable measures to prevent student hazing, and will report all instances of such misconduct to law enforcement authorities.

Reporting Procedures: All students are required to report all incidents of hazing to an administrator who will conduct an investigation. All incidents of hazing established as valid by an administrative investigation, along with preliminary subsequent disciplinary actions that were taken, will be reported to the superintendent or designee for awareness, approval, and/or further action. In accordance with RSA 193-F, the superintendent or designee will report incidents of hazing to the appropriate law enforcement agency.

Disciplinary action may include penalties up to and including suspension and possible expulsion (School Board level). All initial student complaints will be taken seriously.

CELL PHONE AND OFFICE PHONE USAGE

Phone use is a privilege for students. Parents may use the office phone to leave messages for students. Students should not use the office phone or personal cell phones during class. Student access to the office phone will be limited to after school hours unless there is an emergency. Students may use their cell phones in the cafeteria.

Students may not use cell phones to disrupt any class. Students who violate the cell phone rules will have the cell phone confiscated and kept in the office until a parent/guardian is contacted.

DRESS CODE

In an attempt to maintain an environment free of distraction, the dress code of Newport Middle High School will be as follows:

- All shirts must have more than two (2) inches of fabric on the shoulder.
- All shirts must cover the midriff.
- All shirts must dip no lower than three (3) inches from the neckline.
- All skirts and shorts must fall within five (5) inches of the knee.
- All undergarments must remain unexposed, both boys and girls.
- Hats will not be permitted within the classrooms but are acceptable in the hallway.
- All clothing must be free of drug, alcohol, or sexual references.
- Any jewelry or accessory that may be used as a weapon (metal or plastic finger rings, chains, keys) is prohibited.
- Backpacks in the middle school – Middle school students must store their backpack in their lockers.

Consequences: Those who have violated the NMHS Dress Code will be asked to change and if this is not possible, appropriate clothing will be provided. Should this become a recurring problem, there will be a meeting of administration, parents/guardians and the student.

HARASSMENT

The Newport School District is committed to equal employment and educational opportunity for all qualified employees and applicants, students, and members of the school community. The members of the school community include the administration, staff, students, and volunteers working and studying in the school.

Newport Middle High School is also committed to maintain a school and work environment free of harassment based on gender, sexual orientation, race, color, religion, nationality, ethnic origin, age or disability in employment in, participation in, admission or access to, or operation and administration of any educational program or activity in the school district.

NMHS expects all employees and members of the school community to conduct themselves in an appropriate and professional manner with concern and respect for their fellow employees and the students. Harassment of any member of the school community by any other member of the school community, or by vendors or visitors, will not be tolerated. Violations of this policy, whether intended or not, will not be permitted.

Harassment refers to conduct or behavior that is personally offensive or threatening, impairs morale, or interferes with the education of students. Examples of harassment include conduct or comments that threaten physical violence, circulation of written materials, items or pictures degrading to any gender, racial, ethnic, religious, age, sexual orientation, handicap or disability, or other group listed above; and verbal abuse or insults about or directed at any employee, student or group of employees or students because of their relationship in any of the groups listed above.

Sexual harassment includes sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

Submission to such conduct or communication is made a term or condition either explicitly or implicitly to obtain or maintain employment or educational development and opportunity, or

Submission to or rejection of such conduct by an individual is used as the basis for employment or education decisions affecting such individual, or

Such conduct or communications has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile or offensive work or educational environment.

How to report harassment

Students who believe that they are targets of harassment should contact one of the following people:

- Principal
- Associate Principal
- Assistant Principal
- Director of Career and Technical Education Center
- A Trusted Teacher

Please note that students are not restricted to these contact people. Any teacher, guidance counselor or school administrator may serve as the initial contact person. Any person receiving a complaint is then required to report it to the principal who shall cause an investigation to be undertaken.

Any student found to have engaged in any form of harassment will be subject to disciplinary action up to and including expulsion from school. Any further violations will be dealt with on an individual basis.

NMHS also prohibits any form of retaliation against any member of the school community for filing a good faith complaint under this policy or for assisting in a complaint investigation. Anyone found to have engaged in retaliation against a person who has registered a complaint under this policy or to have retaliated against anyone for assisting in the investigation of a complaint, will be subject to disciplinary action up to and including expulsion or termination.

INTERROGATION AND PERSONAL SEARCH

All students are entitled to a safe and healthy educational environment. Therefore, the school has the responsibility to protect students from potentially injurious behavior on the part of irresponsible classmates. Furthermore, school administrators must take preventive and disciplinary measures that are both swift and informal in order to be effective. School administrators have the authority to immediately -- upon reasonable suspicion -- search students, students' handbags or backpacks. Students who choose to park their cars on school property should realize that, with reasonable suspicion, school administrators retain the right to search those vehicles. The school district retains ownership and control over student lockers and desks and, therefore, reserves the right to inspect lockers and desks at all times.

Students shall not place, keep or maintain any article or material in or on a locker that may cause or tend to cause any type of disruptive activity. If students wish to hang pictures in their lockers, they must be appropriate in nature. Any sexually suggestive or drug-related pictures, as well as advertisements for alcoholic beverages are not permitted. It shall be the responsibility of the administration to determine what is or is not appropriate for school. If a student has any such items in his/her locker, an administrator will request that these items be removed. This constitutes a warning. If a second violation occurs, a suspension will be issued.

Any student who refuses to allow an administrator to conduct a search, as described in the preceding paragraphs, shall be subject to a 3-5 day suspension.

PARKING REGULATIONS

The right to drive on public roads is subject in all areas of the United States to control by the government authorities. Such institutions as schools and colleges commonly feel the need to regulate automobile usage connected with them for the sake of both students and the school. It is the feeling of the Administration and School Board that, with bus transportation provided, students should usually avail themselves of this service. Parents/guardians are reminded that it is the safest mode of travel for their children. However, the following rules apply to all students who drive personal vehicles to school:

All students must acquire a parking sticker for their vehicle. There are a limited number of student parking spaces, therefore, seniors and, if possible, juniors will receive priority in the assignment of parking permits. Sophomores and freshmen are not eligible

for parking permits. A student must have a driver's license, proof of insurance and a registration to receive a permit.

Staff areas are reserved.

Students should park in rows closest to the tennis courts.

No student may sit in a car or be in the parking area at any time except for those very few moments required for arrival and departure. Violations will result in permanent loss of the parking privilege and/or suspension.

Any reckless driving, carelessness, and lack of courtesy in driving on the school grounds, or in the vicinity of the school will not be tolerated. The first violation will be a warning. The second violation will be a loss of parking privileges for the remainder of the school year.

Students suspended for school violations should not drive on school property while suspended.

Vehicles parked improperly or in non-designated areas may be towed at the owner's expense.

Fines to be assessed for illegal parking without a permit are as follows:

- 1st violation a written warning.
- 2nd violation a \$5.00 fine payable within 3 days.
- 3rd violation towed at owners expense.

IT IS MOST IMPORTANT THAT WE KEEP FIRE LANES AND OTHER AREAS FREE FOR EMERGENCIES. Violators may be subject to fines or having their vehicles towed.

PHYSICAL ASSAULT ON A STAFF MEMBER

This is a very serious offense and will result in the following disciplinary action:

Ten (10) days out-of-school suspension will be issued by the High School Principal and an additional ten (10) days out-of-suspension will be issued by the Superintendent of Schools. A referral will be made to the School Board for request for expulsion from school. Notification of Law Enforcement, Per ED 317.

PLAGIARISM/ACADEMIC DISHONESTY

It is expected that all students will perform responsibilities as students in an honorable fashion. Plagiarism, unauthorized assistance on an exam, quiz, or project will not be tolerated. Any student who is found to be cheating or plagiarizing will receive a grade of zero (0) on that assignment and his/her parents will be notified in writing by the teacher involved.

Plagiarism is defined as an act of copying or using passages or ideas developed by another and presenting them as one's own original work.

SMOKING POLICY

The Newport School Board has established a firm no-smoking policy for students while on school grounds, within school buildings, or while participating in any school-sponsored activity. Action against offenders is prescribed as follows:

First Offense

A student reported as smoking by a teacher, administrator or any other school employee will be assigned In School Suspension and cited by the SRO.

Second Offense

Any further infractions will result in a three-day suspension, and the student will not be allowed to return to school until his/her parent/guardian meets with the high school administration. The student will also be barred from all co-curricular participation for five consecutive school days.

UNSPECIFIED IMPROPER STUDENT BEHAVIOR

Any improper student behavior that is not specifically mentioned in this handbook, but which poses a threat to the health and/or safety of persons or property at Newport Middle High School and/or its associated activities, or that creates a disruption or the

likelihood of a disruption in the educational climate or school activities, shall be considered a violation of school rules. Such violations shall be dealt with by members of the school administration in a manner consistent with and appropriate to the violation. The appropriate consequences could range from parental notification through detention, in-school suspension, out of school suspension, all the way to possible expulsion by the School Board.

VERBAL/NON-VERBAL INTIMIDATION

No person in our building will be subjected to intimidation. Verbally threatening another student or staff member will result in a minimum one day in-school suspension. Such behavior may rise to the level of harassment, bullying, hazing, or even criminal threatening and will be dealt with more severely as described elsewhere in this handbook.

WEAPONS

There shall be no deadly weapons (as mentioned, but not limited to those mentioned, in RSA 159) allowed in a safe school zone, (RSA 193-D:A, II) except for those of law enforcement officers and those who have the prior written approval of the superintendent. "Deadly weapon" means any firearm, knife, or other substance or thing which, in the manner it is used, intended to be used, or threatened to be used, is known to be capable of producing death or serious bodily injury. (RSA 625:1 1). Student violators of this policy will be suspended out of school for ten (10) days or up to twenty (20) days with superintendent approval. The parent/guardian has the right to appeal any such suspension to the School Board. Any suspension beyond twenty (20) school days must be approved by the Newport School Board. Local law enforcement officials shall be notified.

Any pupil MAY be expelled by the School Board for possession of a pellet or BB gun, knife, or weapon listed in RSA 159 and the pupil shall not attend school until restored by the local board. Any expulsion shall be subject to review if requested prior to the start of each school year and further, any parent/guardian has the right to appeal any such expulsion by the board to the state board of education (RSA 193:13, II).

Any pupil who brings or possesses a firearm as defined in Section 921 of Title 18 of the United States code in a safe school zone as defined in RSA 193-D:1, II without written authorization from the superintendent or designee SHALL be expelled from school by the review by the local School Board for a period of not less than 12 months. Any expulsion shall be subject to review by the local School Board or requested by a parent/guardian prior to the start of each school year, and further, parent/guardian shall have the right to appeal any such expulsion by the local School Board to the state board of education within twenty (20) days of the board's decision.

The term "firearm" means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device.

Regarding non-students, any person other than a law enforcement officer, who brings a firearm onto school property or to an event, without written permission from the superintendent, will be asked to remove the firearm from the premises.

It is the policy of the Newport School District that the Superintendent of Schools may modify any student expulsion upon such criteria as the School Board shall establish on a case-by-case basis. (RSA 193:13, IV) (School Board Policy JGDA).

A pupil expelled from school in either this or another state under the provisions of the Gun-Free Schools Act of 1994 shall not be eligible to enroll in the Newport public schools.

When considering potential suspension or expulsion of a pupil with an educational disability, the board must consider whether or not the behavior leading to the suspension or expulsion is a result of the student's educational disability. Also, the student may be placed in an interim alternative educational setting for the time periods determined by Public Law (PL 101-476).

The student body shall be informed of the content of RSA 193:13 through printed school rules contained in the Student Handbook. In addition, these rules will be announced to students at the beginning of each school year.

An employee violation of this policy will result in disciplinary action up to and including discharge.

GENERAL INFORMATION

ACCIDENTS AND INSURANCE CLAIMS

Teachers will submit school accident forms to the front office. The student will be instructed as to the claim procedure to be followed. An insurance form requiring parental signature will be given to the student. Any follow-up bills may be submitted to the insurance company.

COMMUNICATION

Communication between home and school is very important. There are many different ways that the school staff communicate with parents/guardians to keep them informed of school events and individual student achievement throughout the year. This includes but is not limited to the Power School Parent Portal, Back to School Night, a yearly calendar, student log books, parent teacher conferences, quarterly progress reports, report cards, and newsletters.

If at any time you have questions or concerns regarding school policy, student expectations, a course of study, or discipline please contact the person at the school directly involved. If there is a conflict or problem with a teacher, counselor, or administrator, please contact that person first. If there is no resolution to the problem please adhere to the following:

1. Contact the teacher
2. Contact the Assistant/Associate Principal
3. Contact the Principal
4. Contact the Superintendent
5. Contact the School Board

CORRIDOR – HALL PASSES

Students are expected to proceed in an orderly fashion during passing time between classes. The time allowed for passing between classes is adequate for students to arrive on time at their next class.

Seniors who have earned senior privileges may be in the halls to pass to their lockers, the library, or the cafeteria but may not loiter in the halls. Seniors must report to appropriate locations during study time.

Students who are in corridors at times other than the three-minute passing time between periods must an agenda book with a signed pass indicating a destination and a sign-out time.

ELECTRONIC EQUIPMENT

Personal electronic equipment such as radios, personal tape players, CD players, cell phones or any other electronic equipment may not be used in the school building during school hours without permission. If a student should use any of these items in school without permission, the item will be kept in the front office and can be picked up at the end of the day. In the case of repeat offenders, such equipment will be returned only to a parent/guardian.

EVACUATION PROCEDURES FOR EMERGENCIES.

IMPORTANT: There is to be **ABSOLUTE SILENCE DURING ALL DRILLS.** This will ensure that any emergency instruction from school officials or firemen can be heard accurately. A lot of noise could lead to loss of life in case of a real emergency, if

instructions cannot be heard. Teachers should refer to the emergency backpack card located in each classroom.

When the fire alarm sounds (a loud, continual gong), students and faculty are to leave the building by designated exits. All materials are to be left in the rooms.

It is extremely important that we gain the greatest possible efficiency in this exercise. To do this, students are required to stay in class groups from the time they leave their class. Teachers will take attendance to make sure all students are safe. There must be no running, but all must walk briskly.

Smoke is far more dangerous than the flames in most types of fires. Any student who encounters a smoke-filled area should immediately get down on the floor and crawl through the area. It is important to stay close to the floor.

FEDERAL / STATE / LOCAL COMPLIANCE

NOTICE OF NON-DISCRIMINATION

It is the policy of Newport School District that there will be no discrimination in its education programs, activities or employment practices on the basis of religion, race, color, national origin, age, sex, sexual orientation, handicap or disability, marital status, or age. It is the further policy of the Newport School District to comply with the provisions of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1967, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the Education for all Handicapped Children Act of 1975, and IDEA 2004.

Any person having inquiries concerning compliance with the regulations or these laws may contact the principal of Newport Middle High School, Barry Connell, 245 North Main St. Newport, NH 03773 (603) 863-2414; the Superintendent's office, Title IX Coordinator for the Newport School District, 9 Depot Street Suite #2, Newport, NH 03773 (603) 863-3540; the Section 504 Coordinator, NHDE, 101 Pleasant Street, Concord, NH 03301, (603) 271-2610 (for Section 504 of Rehabilitation Act of 1973); the Supervisor of National Origin & Equal Education Opportunity, NHDE, 101 Pleasant Street, Concord, NH 03301, (603) 271-3582 (for Title VI of the Civil Rights Act of 1964).

Any individuals who feel they have been discriminated against may, at any time, contact the US Department of Education, Office of Civil Rights, J.W. McCormack Post Office and Courthouse Building, Rom 222, Boston Massachusetts 02109-4557 (617-223-9696).

Any person having a complaint may contact the Superintendent's office for a copy of the District's grievance procedure.

SECTION 504 OF THE REHABILITATION ACT OF 1973

Newport Middle High School subscribes to and complies with Section 504 of the Rehabilitation Act of 1973 which pertains to the education of individuals with disabilities. Newport Middle High School does not discriminate against individuals on the basis of disability. Newport Middle High School recognizes its responsibility to provide a free and appropriate public education to all qualified students with disabilities. Specifically, Section 504 relates to individuals with disabilities that substantially limit one of life's major activities. Individuals who feel they may qualify for assistance or accommodations under Section 504 should contact the Director of Guidance.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Student Records

Individual student records are on file in the school. The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over 18 of age ("eligible students") certain rights with respect to the student's educational records. They are:

The right to inspect and review the student's educational records within 45 days of the day the District receives a request for access.

Parents/guardians or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent/guardian or eligible student of the time and place where the records may be inspected.

The right to request an amendment of the student's education records that the parent/guardian or eligible student believes are inaccurate or misleading. Parents/guardians or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. (See Notification of Disclosure of Directory Information below).

One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

A student's permanent record will be transferred as the student advances in the school system. The individual records from each school will be kept at that particular school.

Notification of Disclosure of Directory Information

Directory information is defined as: name, address, telephone number, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees, awards and most recent educational institution attended.

Newport Middle High School reserves the right to exercise its judgment in releasing such directory information to requesting agencies, institutions and individuals. It is the policy of this school to protect its students from invasion of privacy; the school will not release directory information when it is to be used for solicitation.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture school rings or publish yearbooks. In addition, two federal laws require Local Educational Agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories -- names, addresses and telephone listing -- unless parents/guardians have advised the LEA that they do not want their student's information disclosed without their prior written consent.

Newport Middle High School complies with all provisions of the Hatch Amendment Section 1017, Protection of Pupils. Copies of the complete act may be obtained through the Superintendent of Schools, SAU #43, 9 Depot Street Suite #2, Newport NH 03773.

Parents/guardians and students may refuse the release of any or all directory information to college and/or military recruiters by submitting a written request to the Superintendent of Schools, SAU #43, 9 Depot Street Suite #2, Newport, NH, 03773 by the 21st of September.

TITLE IX PROTECTIONS

Pursuant to Title IX of the Educational Amendments of 1972, Newport Middle High School does not discriminate against individuals on the basis of sex. Specifically, Title IX assures that no individual shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity at Newport Middle High School. Any person who wishes to file a complaint under Title IX may do so by contacting either the Assistant Superintendent, 9 Depot Street Suite #2, Newport NH 03773 (863-3540); or NMHS Principal, 245 North Main Street, Newport NH 03773 (863-2414).

AHERA OPERATION AND MAINTENANCE PLAN

In compliance with AHERA (Asbestos Hazard Emergency Response Act) the LEA has established and implemented an operation and maintenance plan that includes six months of periodic surveillance and re-inspection to monitor and control the condition and location of any remaining ACM in the school and to reassess the potential for a hazard to human health and the environment which it may pose.

LEA will make certain the designated person and custodial and maintenance staff are properly trained in accordance with the rule. Members of the building maintenance staff or outside contractors who may be required to handle or disturb ACM are required by the New Hampshire Department of Health and Human Services to be trained by a state-certified training provider regarding proper handling procedures for asbestos.

FOOD, DRINK AND THE CAFETERIA

Generally, all students are expected to eat their meals in the cafeteria and all food and/or beverages are to remain in the cafeteria. Teachers may create in-class rules that allow for exceptions.

A nutritious hot lunch will be available each day. Milk may be purchased separately. Lunch cards will be issued to all students.

It is essential that students keep the lunch line moving rapidly, exercise good manners while eating, and demonstrate consideration for others. Before leaving the table, every student will clean off the area he/she used. Cafeteria monitors will be respected. Any student not acting responsibly in the cafeteria will face disciplinary action.

LOCKERS

Lockers are assigned at the beginning of each school year. Students shall occupy only the assigned locker, and do not have permission to change this locker assignment without administrative approval. The privilege to have a locker may be revoked. The lockers are to be kept neat and clean. Lockers are school property and they may be inspected or searched at any time. Lockers should not be considered a safe storage place for valuables. Parents/guardians should discourage students from bringing valuable personal items to school. The school is not responsible for any lost, damaged, or stolen articles. Any students who vandalize their lockers will be subject to reimbursement to the school. Each locker costs \$120 to replace. A police report will be filed as well.

LOST AND FOUND

Clothing, books, and other articles found will be turned in to the front office. Students should check in the front office for these materials.

SCHOOL APPROVED SOCIAL EVENTS

Social Events held at Newport Middle High School will be open to Newport Middle High students only. Participation by students will follow the discipline policies.

Guests of Newport Middle High School students may attend only with prior written permission from an Assistant Principal/Principal. Responsibility for the guest lies with the host student.

Hours will be from 6-9:00 PM (except for special occasions.)

There will be at least one (1) police officer in attendance paid for by the sponsoring group.

Once one enters and then leaves, that person will not be permitted to return.

Alcoholic beverages and drugs are prohibited. Anyone under the influence will not be admitted to the dance and will be subject to school disciplinary policy. The police officer on duty will be notified.

Students attending social events should inform their parents/guardians as to the time they are to be picked up (8 PM or 9 PM or earlier).

It is expected that all students will conduct themselves in a proper manner. All school rules will apply, and violations will be dealt with according to Newport Middle High School disciplinary policies.

SCHOOL CLOSING FOR WEATHER AND EMERGENCIES

The closing of school because of extremely bad weather or other severe emergencies will be announced during the early morning hours on radio station WXXX, (101.7FM), Q106 (106FM), WTSV, (1230AM), WMUR (Channel 9 TV).

STUDENT FEES, FINES AND CHARGES

Students are responsible for all school issued items including but not limited to textbooks, library books, and uniforms. Students must insure proper care of these items. Any item lost or defaced will result in the student paying for said item, payment to be made to the School District. Report cards or transfer of records may be withheld until all obligations are met. Seniors will not be allowed to attend at graduation until all financial obligations to the school and District have been met.

STUDENT GRIEVANCE POLICY

A grievance generally is defined as a complaint by a student about a staff member or administrator concerning unfair disciplinary practices or procedures. The burden of proof is always placed on the student, and the decision is binding and final. Students should follow the steps below.

See the teacher for an appointment (must be scheduled within four (4) days of submitted grievance).

If unresolved, an appeal to an Assistant Principal may be made.

If the matter remains unresolved, is an appeal to the Principal. All appeals will be held within four (4) days and a final written statement will be issued. The Principal's decision will be final unless the original complaint is against the Principal. In that case, the final decision rests with the Superintendent or his designee.

STUDENTS ON SCHOOL GROUNDS AFTER SCHOOL HOURS

Students are instructed to exit the building by 3 p.m. unless they are involved in legitimate school activities such as NOST, sports, clubs, or extra help. Students who remain in the building without proper adult supervision will be considered as loitering.

VIDEO SURVEILLANCE NOTIFICATION

The Newport School District will strive to maintain safe and secure learning environments for students, staff and community members involved in school programs. In keeping with its policy governing Safe Schools, the district may use video security surveillance systems at schools and facilities.

Cameras will be positioned to only record identified public areas. Video surveillance systems complement other means being used to promote and foster a safe and secure learning environment.

Surveillance activities involving the collection, retention, use, disclosure and disposal of personal information in the form of video surveillance must be in compliance with the Family Educational Rights and Privacy Act (FERPA).

ANY QUESTIONS ABOUT THIS COLLECTION CAN BE DIRECTED TO THE SUPERINTENDENT OF NEWPORT SCHOOL DISTRICT AT 603-863-3540.

VISITORS TO SCHOOL

The school administration wishes to invite any parent, grandparent, guardian, community member, or alumni of Newport Schools to visit Newport High School.

If you wish to visit our school, please contact the principal before your arrival. Upon arrival at the school, please stop in the office to say hello and to be informed of any special activities that are taking place. All visitors must check in at the front office and receive a visitor's pass.

In the interest of safety for all of our students, visitors by individuals who are school age are not allowed at Newport Middle High School. Any exception to this rule must arrange through the principal's office at least two school days prior to the visit. If permission is granted, the host student will be held accountable for any rules violation committed by the visitor. For example, if a visitor disrupts a class, the host student will receive the consequences.

Students are not permitted to bring younger members of their family to school.

STUDENT SERVICES

GUIDANCE SERVICES

The guidance counselors serve the needs of students in maximizing their learning experiences while providing specifically for their future needs. The counselor helps each student to think through his/her problems or concerns and plan accordingly. The student must make his/her own decisions. The counselor will try to assist the student in making wise decisions and plans.

Each student will be assigned to a counselor who will help with educational, personal and occupational choices and decisions. Students are urged to see a counselor when questions or problems arise. A student does not need to have a serious problem in order to benefit from guidance services at our school. The whole idea of guidance services is to help each student grow in self-understanding, to make wise practical decisions and to do increasingly effective planning. Students should make an appointment with the guidance office to see a counselor. Appointments may be made with the guidance secretary before or after school. When the appointment is made, the student will receive a pass which will excuse him/her from study hall for the appointment. The appointment slip must be shown to the study hall teacher for his/her initials prior to going to the guidance office.

Students are encouraged to begin career planning early in their middle school. Interviews are scheduled at least once a year to help plan the next year's program, as well as to discuss future plans.

Bulletin boards in the guidance office and guidance area display information on scholarships, work and college information, testing programs and other pertinent material. It is the responsibility of the student to keep informed.

Parents/guardians with questions and concerns should call their son/daughter's counselor at 863-2624. All necessary information regarding careers, scheduling, scholarships, testing, guideline requirements, etc. are distributed to all students. Ask your students about their programs.

HIGH SCHOOL SCHEDULING

Scheduling of classes for each school year begins early in the second semester of the preceding year. Each student, therefore, has at least six months prior to the opening of the school year in which to consider the courses he/she will be taking. In view of the lengthy period of time, there will be no changes to student schedules after the opening of school except under the following conditions:

The student has been mistakenly assigned to a course. There would have to be complete agreement by the parents/guardians, the counselor, the administration, the teacher(s), and the student.

The student has failed a pre-requisite for a course now scheduled.

There is a major change in the student's plans for after graduation.

All program changes will take place within a three-day period.

If a change occurs in a student's program, a written notice signed by a counselor will be given to each teacher involved. No withdrawals or admission to class should take place until this written notification has been received. The student obtains the drop/add form through the guidance office. If dropping a class after the designated drop/add timeline, a withdrawal failing grade may be given. Approval in writing from parents/guardians will be obtained for all but the minor changes, and will be filed in the student's cumulative folder.

HEALTH OFFICE/TIGER TREATMENT

Students must report to the health office in case of illness, accident, or injury. At no time should a student be treated by another student or other school personnel. The nurse will dismiss students for health reasons, such as illness or accident. Parents/guardians will be notified prior to dismissal.

Students are not allowed to carry medicine in school, with the exception of inhalers and EPINEPHRINE injectors. If you must take medicine during school hours, a written note from your physician and a signed permission from your parents/guardians must be delivered to the health office, along with the medicine in a prescription bottle.

Emergency cards must be returned to the health office completely filled out and signed by a parent/guardian. These are necessary in the event a parent/guardian must be reached during the day.

Absences of five or more days due to illness require a note from a physician when the student returns to school.

Health screening shall be performed annually.

The parents/guardians of any student with an area of concern discovered during a screening shall be notified in writing for follow-up testing and/or evaluation.

Physicians' evaluations should be returned to the nurse to be filed in the students' permanent health record.

Parents/guardians are invited to call or visit the nurse concerning any health problems.

INSURANCE

The School District does not provide insurance for students.

Student accident insurance is available to students at the beginning of the school year in September. Details as to the cost, company, and registration procedures will come from the homeroom teacher.

Students should take advantage of this program particularly if they are involved in co-curricular activities.

Football players may elect to buy insurance through the athletic department.

MEDIA CENTER

This school maintains an excellent media center. The media staff will provide instruction and assist all students in using its facilities. The center is open from 7:30 AM to 3:30 PM.

The loan period for most books is a month. Books may be renewed provided someone else does not need them urgently. Current magazines and certain reference books are not to be taken from the library. Books on reserve for an entire class generally are to be kept within the library. Reserve books may be signed out for overnight use during the last period and must be returned by 7:45 AM. Students will be charged the full replacement cost for lost or damaged materials.

SPECIAL EDUCATION SERVICES

Newport Middle High School subscribes to, and complies with IDEA 2004 which pertains to the education of individuals with disabilities. Newport Middle High School does not discriminate against individuals on the basis of disability. Newport Middle High School recognizes its responsibility to provide a free and appropriate public education to all disabled students regardless of their respective disabilities.

SPECIAL EDUCATION REFERRAL

The special education process is most effective when parents/guardians and school personnel are well informed and able to work together. The special education process includes seven steps: identification (child find), referral and disposition of referral, evaluation, determination of eligibility and identification of the disability category, development of the Individual Education Plan, determination of education placement, and implementation and monitoring. A student may be referred to special education by a teacher, parent/guardian or administrator by submitting a request in writing to the principal using the special education referral form from your school.

CHILD FIND PROCEDURES

In accordance with ED 1103.01 (CFE 300.125) child find, SAU #43 is committed to assuring that all potential children with disabilities residing within our district are identified, located and evaluated. The preschool holds biannual child find checks and the SAU sends out annual child find letters to all private and parochial schools, doctors, and other agencies that come into contact with children and to all families and students who have dropped out or refused services. Ads are also placed in local newspapers to seek out anyone who may be eligible to receive special education services.

CO-CURRICULAR ACTIVITIES AND ATHLETICS

ELIGIBILITY FOR CO-CURRICULAR ACTIVITIES AND ATHLETICS

Students are encouraged to participate in sanctioned school activities, including but not limited to student government, recognized clubs and organizations, honor societies, and athletics. Eligibility for co-curricular activities is determined by the student's academic success and the student's ability to conduct him/herself properly by not violating school rules or regulations. In addition to this policy, student athletes must all meet the eligibility standards established in the Athletic Handbook.

All students in grades 7-12 must be enrolled as a full-time/full-time equivalent and have passed all classes in the semester prior to participation to be eligible to participate in athletics and co-curricular activities. A student will remain eligible as long as s/he maintains passing grades. No student shall participate if s/he receives a failing average in any course in a semester. If a student withdraws from a course and receives a WF as a grade, then this counts as a failing grade for the semester. Incomplete grades are not considered passing grades.

Eligibility for fall activities will be determined by the grades earned during the last marking period of the previous school year (passed in 1998 by Newport School Board). Student-athletes may not regain athletic eligibility by making up failures of the regular school year during the summer.

Students who are not in school cannot participate or attend any practice, game or extracurricular activity that day unless permitted by the Principal or Assistant Principal. Students must attend three of the four blocks or 6 of 8 periods to be eligible to attend or participate in the event. If the student is absent on Friday, he/she cannot participate in a Saturday game or extracurricular activity unless permitted to do so by the Principal or the Assistant Principal.

Any student who has been assigned to in-school suspension or out-of-school suspension may not participate in an athletic event. If the event is held on Saturday, a Friday suspension will render the student ineligible to participate on Saturday.

Students who have been suspended (in or out of school) are prohibited from practicing or playing the inclusive dates of suspension, including weekends and holidays.

FUND RAISING

Student organizations may solicit funds or materials within the school. All fund-raising activities must be approved in advance by the Superintendent. Forms are available in the front office, and these forms must be completed and submitted to the Associate Principal. Requests must be submitted one month in advance.

SCHOOL BUS POLICY

Pursuant to NH RSA 189:9A, the School Board has adopted the following policy and regulations relating thereto. The Superintendent of Schools has designated the Principal as the School Official having authority to make student suspensions from the bus. Appropriate action to maintain good order on school buses will be taken – as necessary.

Student Conduct on Buses

- Students will conduct themselves in an orderly manner while waiting for the bus.
- Students will board the bus one at a time, go directly to their seats and remain seated until they get off the bus.
- Students will speak, not shout, while on the bus.
- Students will not throw any objects in the bus or out of the bus windows.
- Students will assist the bus driver in keeping the bus neat and clean.
- Students will ride the bus to which they have been assigned and get on and off the bus only at the students' assigned stops.
- Students will obey the bus driver at all times.

Discipline for General Conduct Violations

Written report on violations must be given by the driver or bus manager to the Principal within 24 hours.

On the first offense written notice will be sent by the Assistant Principal to the parents/guardians.

The second offense will result in automatic suspension from riding the bus.

The third offense will result in a 20-day suspension from riding the bus.

Habitual offenders will be suspended from the bus for an indefinite period upon School Board approval.

When a child is suspended from riding the bus, IT BECOMES THE PARENT'S RESPONSIBILITY TO TRANSPORT THE CHILD ACCORDING TO NH LAW (RSA 189:9A). Suspension shall begin the school day following the date of notification of suspension sent to the pupil's parents/guardians. THIS IS A SUSPENSION FROM RIDING THE SCHOOL BUS AND IS NOT TO BE CONSIDERED SUSPENSION FROM SCHOOL.

Discipline for Specific Conduct Violations

The following will not be allowed on a school bus:

IMMEDIATE SUSPENSION/NO WARNING (notification of law enforcement per ED 317)

Fighting, hitting, or pushing another student	3-5 days suspension from school
Use of tobacco, alcohol, or narcotics	5-10 days suspension from school.
Vandalism	5 days bus only
Throwing objects on the bus or out the window	5 days bus only

ONE WARNING TO PARENTS/GUARDIANS BEFORE SUSPENSION

Disobeying the bus driver	At least 3 days off bus
Use of profane or vulgar language	At least 3 days off bus
Causing loud noises or disturbances	At least 3 days off bus
Standing or changing seats while the bus is in	At least 3 days off bus

motion

This list is not all-inclusive. Other actions that may constitute a safety hazard will result in suspension from the school bus following proper notification of parents/guardians.

In addition, all school rules apply while students are on the buses and if violations occur, suspension from school may result.

GUIDELINES FOR STUDENT USE OF ELECTRONIC RESOURCES

September 1996. Revised November 2000, October 2001 March 2002, January 2003

Newport Schools believe that students today must be comfortable in the use of technology to further their education and help them prepare for the challenges of the 21st century. This includes the use of computers, networks, electronic sources and access to the Internet for educational purposes. Access to such tools is provided for students to conduct research, communicate with others for educational purposes, exchange information and ideas, and as an audience for student writing and a natural environment for collaborative work. Guidelines for the implementation of technology as a tool for learning throughout the Newport School District will be developed by the Newport School District Technology Committee. These guidelines will be included in each school's handbook, available on our web site and posted in computer labs and classrooms.

Internet Resources

The Internet is a global computer network of schools, libraries, businesses, governments, organizations and millions of individuals all exchanging or publishing ideas and information. Access to the Internet will enable students to explore thousands of libraries, databases and bulletin boards while exchanging messages and ideas with Internet users throughout the world. The Internet includes outstanding government and scientific information, as well as valuable material on business, current events, the arts and popular culture. Its resources change constantly and are not always authoritative or accurate. Because the Internet is largely unregulated not all the information it carries is suitable for school children. During school, teachers will guide students toward appropriate materials and, insofar as possible, monitor student use. Outside of school, families bear the same responsibility for such guidance as they already exercise with information sources such as television, telephones, movies and other potentially offensive media. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials. To conform to the Internet safety policy requirements of the Neighborhood Children's Internet Protection Act sections of CIPA, the Newport School District has filtering software in accordance with locally determined guidelines. Within reason, freedom of speech and access to information will be honored. We believe that the benefits for students from Internet access in the form of information resources and opportunities for collaboration far exceed any of these disadvantages.

LEVELS OF ACCESS

Computer and Electronic Resources: Access to computers gives students an opportunity to use a wide range of electronic resources in their class work and research, explore their own interests, and pursue independent study. All students have access to computers and electronic resources.

Internet: Computers in the Media Center, computer labs and classrooms have been set up for Internet use. All students, with parental approval, may use the World Wide Web to search for information. Students may save or print text files, download images, formatted documents and computer programs with faculty permission and guidance.

E-Mail: Students, individually or whose classes are engaged in telecommunications projects, may be selected to use a school electronic mail account to send and receive

project information or for other educational purposes with staff approval. Use of personal e-mail accounts by students is prohibited.

Chat Lines/Rooms and News Groups: Student use of chat lines/rooms or news groups is prohibited unless authorized by a faculty member as an acceptable part of an assignment, project, class activity or independent project.

Web Authoring/Publishing: All web authoring or publishing must be supervised by a faculty member/sponsor and approved by the technology coordinator and or school network administrator before being posted.

On-Line Courses: Students participating in school approved on-line courses will be monitored by a faculty member/advisor and are expected to adhere to the rules and regulations for use of electronic resources for Newport public schools, at school, home or wherever course work is being done.

RESPONSIBILITIES

It is the responsibility of the individual to be trained in the operation and functions of the computer systems and networks before access for full use will be permitted. Computer use is a privilege and not a right. Every user accepts the responsibility to respect the rights of all other computer/network users and to act in a responsible, polite, ethical and legal manner at all times.

Students are responsible for proper behavior on school computers, networks and other electronic resources just as they are in the classroom. General school rules for behavior and communications apply. Because in-school computer access is a privilege, and because each user is personally responsible for his/her own actions, unacceptable behavior may result in detention, ISS, OSS and/or the suspension or revocation of computer/network /electronic resources, and/or Internet access.

Unacceptable behavior includes but is not restricted to:

- Violating school policies and standards of behavior or any other illegal activities including copyright violation and unauthorized access to restricted materials.
- Sending, downloading, storing, printing or displaying files or messages that are profane, obscene, offensive or harassing:
- Damaging computer systems or disrupting network users, services or equipment.
- Using computers or networks, or other electronic resources for personal, financial or commercial gain.
- Submitting a copy or revision of another student's file, if represented exclusively as your own work.
- Creating, reproducing, or revising a file for use by another student, when that file is represented exclusively as your own work.
- Unauthorized entry into computers, changing or destruction of computer files, tampering, or changing computer hardware/software, or altering computer/ network operating environments, or other vandalism to any electronic resource.

Users are not to reveal, forward or publicize identifying information (name, personal address, phone number) of themselves or others.

Student publications posted to the World Wide Web must be approved by a faculty sponsor and/or technology coordinator or school network administrator.

User is solely responsible for an assigned account. The responsibility for security of files is yours. Under no conditions should you give your password to anyone. If another student gains access to your files, even if unauthorized by you, and submits a copy of your work, you will be held responsible.

School Internet accounts may not be used outside of school.

Software loaded onto a school computer will be considered the property of the school district and may be removed without notice.

At no time will food or beverage be brought into a computer labor or used at any workstation. Be polite, courteous and follow the rules of "netiquette."

Students, parents/guardians and faculty should be aware that all on-line and e-mail sessions can be monitored and that site names visited are recorded and the log is

periodically checked. It is to be noted that the technology coordinator and/or system administrators have access to all files. The Newport School District reserves the right to log and monitor network use and file server space by users. The administrators assume no responsibility or liability for deleted or damaged files due to violation of fileserver space allotments.

Violation of rules and regulations may result in a loss of access to electronic resources as well as other appropriate disciplinary action.

Newport Schools reserve the right to modify its rules as necessary.
(Please complete the following parental permission form.)

PARENTAL PERMISSION

I have read and understand the Newport student guidelines for use of electronic resources dated September 1996, most recently revised January 2003. I understand that access to these resources is designed for educational purposes.

I DO NOT give my permission for the student named

(_____) to access the Internet:

Student's Name

Parent/guardian: (Print) _____

Parent/guardian Signature: _____

Date: _____

Please complete, sign and return this form to your child's school only if you do not give your child permission to access the Internet.

8/07