

Tiverton Middle School

Tiverton School Committee

Jerome Larkin, Chairperson
Sally Black, Vice-Chairperson
Diane Farnworth
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Superintendent of Schools

Peter Sanchioni Ph.D.

Administrators

Mrs. Susan Craven Principal
TBD, Assistant Principal

Office Staff

Mrs. Karen Freitas
Ms. Lori Luby
Mrs. Dawn Oliveira

Tiverton Middle School

10 Quintal Drive
Tiverton, RI 02878
Main Office: 624-6668
Guidance Office: 624-6762
Fax: 624-6669

This book belongs to:

Name: _____

Grade: _____

Homeroom: _____

Parent Signature: _____

The Tiverton School Department does not discriminate on the basis of age, sex, race, religion, national origin, color, or handicap in accordance with applicable laws and regulations.

TEACHING STAFF 2018- 2019

GRADE 5

Mrs. Cayer
Mrs. Gabriel
Mrs. Helger
Miss Nogueira
Mrs. Pauls
Miss Tillinghast
Mrs. Palumbo

GRADE 6

Mrs. Brennan
Mrs. Costa
Mrs. Destremps
Miss Donovan
Mrs. Kilby
Ms. Giorgi
Mrs. Messenger
Ms. Richards

GRADE 7

Mr. Breault
Mrs. Del Deo
Mr. Douglas
Mrs. Hallman
Mr. Korney
Mrs. McGovern
Mr. Rodewald

GRADE 8

Mrs. Clarey
Mrs. Dischert
Mr. Leary
Mrs. McGovern
Miss Molloy
Mrs. Peckham
Mrs. Silvia
Mrs. Tomis

CO-CURRICULAR

Mr. Alves
Miss Bergeron
Mrs. Testa
Mr. Hagist
Mrs. Howland
Mrs. Martin
Ms. Motta
Ms. Salvadore
Ms. O'Hara
Mr. Schreiner
Ms. Vieira
Mr. Walker

SPECIAL EDUCATION

Miss Cavanagh
Mrs. Fennessey
Mrs. Gauch
Ms. Godet
Ms. Jacobs
Ms. Lima
Mrs. Monteiro
Ms. Perkins
Ms. Piette
Mrs. Schreiner

LITERACY

Mrs. Giles
Mrs. Chwalk

MATH INTERVENTION

Ms. Alves
Ms. Eaton

SCHOOL NURSE

Mrs. Zelano

GUIDANCE

Mrs. Borden
Ms. Brennan
Mrs. Roper

TABLE OF CONTENTS

Teaching Staff _____ 1
 Title IX Information _____ 2
 Non-Discrimination Policy _____ 2
 Student Records _____ 3
 House Organization _____ 3
 RTI _____ 4
 Literacy Intervention _____ 4
 Math Intervention _____ 4
 Acceptable Use Policy _____ 4
 Search/Seizure Policy _____ 5
 School Property _____ 5
 Substance Abuse Policy _____ 5
 Bullying Policy _____ 6
 Harassment Policy _____ 6
 Suspension for 10 Days or Less _____ 6
 Infractions Req. Disc. Action _____ 7
 Bus Conduct _____ 8
 Video Cameras on Buses _____ 9
 Switching Buses/Modes of Transportation _____ 9
 Attendance _____ 9
 Homeroom _____ 9
 Lengthy Absence _____ 9
 Dismissal Notes _____ 9
 School Closure Announcements _____ 9
 Change of Address/Phone # _____ 9
 Midterms _____ 9
 Homework _____ 9
 Honor Roll _____ 10

Pupil Personnel Services

A. Guidance _____ 10
 B. Health Services _____ 10
 C. Library Services _____ 12
 D. Extended Curriculum Programs _____ 12

Co-Curricular Subjects

A. Art _____ 12
 B. Music _____ 12
 C. World Language _____ 13
 D. Technology, Engineering & Design _____ 13
 E. Physical Education _____ 13
 F. Health Education _____ 13
 G. Computer Technology _____ 13

Miscellaneous

Field Trips/Activities _____ 14
 Community Service Learning _____ 14
 Out of Room Passes _____ 15
 Lost and Found _____ 15
 Lockers _____ 15
 Use of Telephones _____ 15
 Dress code _____ 15
 Back Packs _____ 15
 Care of Books and Equipment _____ 15
 Cellular Phones _____ 15
 Bicycles, Etc. _____ 16
 Gum _____ 16

Title IX Information

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in education programs or activities by recipients of federal financial assistance. In an effort to comply with Title IX, the Tiverton School Department affirms that no person 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. Additional information on Title IX policies and procedures is available in each school building and at our central office. Anyone who believes that discrimination on the basis of sex has occurred should contact the appropriate building representative for information and advice on the complaint procedure.

Rehabilitation Act of 1973 Nondiscrimination Under Federal Grants

(Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 and Rhode Island General Law 28-5.1, Equal Opportunity and Affirmative Action)

Section 504 of the Rehabilitation Act of 1973 is Congress' directive to any organization to eliminate discrimination based on disability from all aspects of school operation. It states: "No otherwise qualified individual with a disability shall solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." Since the Tiverton School Department receives federal dollars, we

are required to provide eligible disabled students with equal access (both physical and academic) to services, programs, and activities offered by our schools. Information on the process for reviewing Section 504 eligibility and parent rights is available in each school building. Parents have the right to file a complaint with the district if they feel their child's rights have been violated. Forms for filing a complaint and additional information on the process for addressing Section 504 parent complaints are available in each school office.

An appropriate education for a Section 504 disabled student *may* require the provision of specific accommodations and related services in order to meet the needs of the student. Section 504 focuses on assuring access to educational services and the learning process that is equal to that given students who do not have disabilities.

For a student to qualify for Section 504 protection the student must meet *three criteria*. The three criteria are (1) **a mental or physical impairment** (or has a record of an impairment or is regarded as having an impairment), (2) **which substantially limits**, (3) **one or more major like activities**. It is important to understand that **all three criteria** must apply to a student before that student is eligible for Section 504 protection. In addition, this disability must be why the student cannot equally access or receive benefit from the school's programs and services. The Tiverton School Department shall not discriminate in admissions, treatment, or access to educational programs, activities, and facilities or in regard to employment opportunities on the basis of sex, sexual orientation, and gender identity or expression.

Inquiries regarding activities relating to ensuring non-discrimination should be directed to:

Amy Donnelly-Roche
Tiverton Administration Office
100 North Brayton Road
Tiverton, RI 02878
(401) 624-8475

Integrating students is beneficial for all students, as well as their parents and teachers. Providing positive experiences in integrated educational settings allows non-disabled students and adults to work closely and become more accepting of individuals who are disabled. Special education teachers, occupational therapists, physical therapists, and speech pathologists provide services in the school, which may benefit all students. Successful integration of the student population involves parents, students, teachers, and support staff. An appreciation of the value and uniqueness of every student will help make integration of the student population a positive experience.

Student Records

The Tiverton School Board has adopted regulations pertaining to student records which are in accordance with the Family Rights and Privacy Act of 1974 (Buckley Amendment) and as amended on December 31, 1974.

The following is a summary of some of the more important provisions of the Regulations Pertaining to Student Records related to student and parent rights. For more detailed information, contact the school principal.

Inspection of Record

A parent, or a student who is 18 years old, has the right to inspect all portions of the student record upon request. The record must be made available to the parent or student within a reasonable time but no later than 45 days after the request.

The parent and student have the right to receive copies of any part of the record, although a reasonable fee may be charged for the cost of duplicating the materials.

The parent and student may request to have parts of the record interpreted by a qualified professional of the school, or may invite anyone else of their choosing to inspect or interpret the record with them.

Confidentiality of Record

With a few exceptions, no individuals or organizations but the parent, student, and school personnel working directly with the student are allowed access to information in the student record without the specific, informed, written consent of the parent of the student.

Amendment of Record

The parent and student have the right to add relevant comments, information, or written materials to the student record. In addition, the parent and the student have a right to request that information in the record be amended or deleted. The parent and student have a right to a conference with the school principal to make their objections known. Within a week after the conference, the principal must render a decision in writing. If the parent and student are not satisfied with the decision, the regulations contain provisions through which the decision may be appealed to higher authorities in the school system.

School Records normally include:

Directory Information	Health Card	Academic Records
Attendance Record	Standardized Test Scores	

House Organization

HOUSE – Students for grades 5 - 7 are divided into two houses, the red house and the white house. The team of teachers plan together to meet the instructional needs of all students in the house.

Core Academic Subjects

1. English Language Arts
2. Mathematics
3. Science
4. Social Studies
5. Academic Spanish I and Portuguese I (grades 7-8 only)

Co-Curricular Subjects

1. Art
2. General Music
3. Band
4. Chorus
5. Orchestra
6. Technology, Engineering & Design
7. Health and Physical Education
8. Library Science (grade 5 only)
9. Exploratory World Language (grades 6 – 8)



RTI (Response to Intervention)

Response to Intervention is a method of intervention used to determine the strengths and challenges of students at risk. It encourages early intervention through progress monitoring to help prevent academic failure, and help encourage positive behavior within our school. It is our philosophy that all children are entitled to an equal opportunity and a chance to be successful in the classroom.

Literacy Intervention Program

The Tiverton Middle School has three tiers of Literacy intervention based upon our district-wide and Rhode Island State Literacy policies. We offer: Tier 1 - Classroom Monitor (ELA teacher monitors student within the classroom setting), Tier 2 - Academic Literacy (course taught by an ELA teacher or Reading Specialist, two times per cycle), and Tier 3 - Direct Reading Instruction (course taught by the Reading Specialist, four times per cycle) based upon student need. Student progress is documented in the Personal Literacy Plan (PLP), an individually-focused intervention plan based upon the specific needs of each child receiving literacy services.

Math Intervention Program

The Tiverton Middle School Math Intervention Program provides math support for students identified to have gaps in their mathematical understanding and practice. Students are given support within their regular math classroom as

the math intervention teachers co-teach with the regular classroom teachers using the workshop model or whole-group instruction. In addition, some students are seen in a small group setting where they are given additional support in areas they are working on in their regular classrooms so that they meet with more mathematical success on a day-to-day basis

SCHOOL POLICIES

Acceptable Use Policy

* The Acceptable Use Policy must be signed by a parent/guardian and student, in grade 5 or upon entering the middle school, in order to be able to use the Internet. Forms are distributed to students in homeroom on the first day of school. The signed form will be kept on file for four years. Please read this policy carefully.

Introduction

The Tiverton Public Schools (TPS) are providing students and faculty with access to the Internet. The Internet is a rich resource of information and fundamental to preparation of citizens and future employees. Access to the Internet enables students to explore thousands of libraries, databases, bulletin boards, and other resources, while exchanging messages with people around the world. Students will be provided with guidelines and lists of resources particularly suited to curriculum and learning objectives. Students will conduct their Internet work in a supervised environment. However, access to the Internet also has the potential to be abused and made inappropriate for a learning community. Just as in the greater world, it is possible to come across information that may be offensive, morally objectionable, or pornographic. Attempts will be made to install security software to diminish this possibility. Users will not find inappropriate material unless they look for it. Just as students are responsible for their behavior away from a computer, they are responsible for their behavior while working with one.

Use of the Internet is a privilege, not a right, and the purpose of this Agreement is to define acceptable and unacceptable use of the Internet by the TPS community. Unacceptable use, as defined by this Agreement may result in restriction or cancellation of the access privilege. These sanctions will be at the discretion of the Library Media Specialist or the Technology Coordinator.

Acceptable Use

Acceptable use of the TPS Internet access is any use which is consistent with the educational objectives of the Tiverton Public Schools. The Internet offers a wealth of information and also offers the opportunity for the exchange of ideas and for collaborative work. All communications should be polite with appropriate language use.

Unacceptable Use

Illegal Activity. It is unacceptable use to promote or engage in any activities which are deemed criminal under federal, state or local laws, including but not limited to copyright laws.

Hacking and Other Vandalism. It is unacceptable use to maliciously attempt to harm or destroy the hardware or data of another user, whether at TPS or at any site connected to the Internet. This includes, but is not limited to, the creation and spreading of computer viruses. It is also unacceptable use to attempt to use another's account, including the Computer System Administrators' accounts, without written permission of the other person.

Offensive and Obscene Materials. It is unacceptable use to send or receive any data which is offensive and/or obscene according to TPS standards and purposes.

Private Commercial Gain. It is unacceptable use to engage in activity for private or financial gain.

No Warranties

TPS will work with its service provider to make Internet service reliable and secure. TPS will also work with every user to promote technical skills and acceptable use. However, TPS makes no warranties of any kind, whether expressed or implied, for the service it is providing. TPS will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, or service interruption from whatever cause.

Safety Precautions and Information

1. Do not use Internet access unless a teacher is supervising.
2. Do not reveal your personal address or phone number or those of others.
3. Notify any teacher if you come across information that makes you feel uncomfortable.
4. Electronic mail (email) is not guaranteed to be private. People who operate the system (Computer System Administrators) do have access to all mail.
5. Users must alert the computer system administrators of questionable activities and communications, both incoming and outgoing.

SCHOOL SEARCH AND SEIZURE POLICY (School Committee Policy #1164)

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student, student lockers, or student automobiles when parked on school property under the circumstances outlined below and may seize any illegal, unauthorized, or contraband materials discovered in the search. School officials are empowered to conduct reasonable searches of students and school property when there is reasonable suspicion to believe that students may be in possession of drugs, weapons, alcohol, and other materials ("Contraband") in violation of school policy or state law. Students suspected of bringing contraband on the school grounds may be searched in order to secure the school environment so learning can take place and to protect other students from any potentially harmful effects stemming from the contraband. School property shall remain under the control of school officials and shall be subject to search. The Administration may utilize canines as provided in the Administrative Procedures.

School Property

Student lockers, desks, and other such property are owned by the school. The school exercises exclusive control over the school property, and students should not expect privacy regarding items placed in school property. School property is subject to search at any time by school officials. Students are responsible for whatever is contained in desks and lockers issued to them by the school.

Substance Abuse Policy

(School Committee Policy #1136 - Education)

The substance abuse policy of the Tiverton School System has the primary focus of prevention through education. Available for grades K-12 is a comprehensive health curriculum which includes substance abuse education, wellness, building skills in the areas of decision making, self-concept, positive self image, and avoidance skills. A K-12 Health Council acts on curriculum and offers staff development opportunities through awareness workshops, which are concerned with issues related to substance abuse.

Bullying

(School Committee Policy #1169)

A student is being bullied or victimized when he or she is exposed, repeatedly, and over time to negative actions on the part of one or more students. Some examples of bullying include hitting, kicking, stealing, threatening, name calling, taunting, teasing, excluding from group, etc. Allegations of bullying will be investigated by the Principal/Asst. Principal. If the allegation is found to be true, appropriate disciplinary action will be imposed.

HARASSMENT POLICY

It is the policy of the Tiverton School Department to maintain an educational and working environment free of sexual harassment in any form. Supervisors, administrators, and all other employees, as well as students, are absolutely prohibited from engaging in sexual harassment of school department employees, students, and visitors.

Any act or pattern of sexual harassment in the Tiverton School Department is unacceptable and may be the basis for discipline up to and including expulsion.

Every employee is responsible for reporting to his/her supervisor or the Superintendent, or his/her designee, any incident of sexual harassment that he/she is subjected to, witnesses, or learns of. Every student is responsible for reporting to his/her teacher, principal, or other trusted adult within the Department any incident of sexual harassment that he/she is subjected to, witnesses, or learns of.

DEFINITION: Unwelcome advances, request for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment. Sexual harassment may also include explicit sexual propositions, sexual innuendo, suggestive jokes about gender specific traits, foul or obscene language or gestures, displays of foul or obscene printed or visual material and physical conduct such as patting, pinching, or brushing against another's body.

REPORTING PROCEDURES AND SANCTIONS

Anyone who believes that this policy statement has been violated should follow procedures set forth in Tiverton School Department's **PROCEDURES FOR RESOLVING COMPLAINTS OF HARASSMENT.**

An investigation will be conducted in a timely fashion with appropriate attention to the legitimate interests of any individual against whom a complaint has been lodged. Following the investigation, such action as is deemed appropriate will be taken. Any employee or member of the school community found to have engaged in harassment shall be subject to sanctions, including, but not limited to: warning, suspension, or termination. Any attempt by an employee or a student to retaliate against a person who makes or provides information regarding a claim of harassment is also strictly prohibited. No one will be reprimanded or punished in any way for initiating a good faith inquiry or complaint. Any School Department action taken pursuant to this policy will be consistent with requirements of applicable collective bargaining agreements, Rhode Island statutes, regulations, and policies

of the Tiverton School Department. Copies available in the Tiverton School Department Policy Manual in every school office, and in the Central Office.

Procedures for Student Suspension

The procedure to be employed in the exclusion of any students shall provide as minimum, the following:

Suspensions of ten (10) days or less:

- a. The student shall be given oral or written notice of the charges against him/her;
- b. If the student denies the charge, the student shall be given an explanation of the evidence the authorities possess;
- c. The student will be given an opportunity to present his/her version;
- d. A notice and hearing generally should precede the student's removal from school since the hearing may almost immediately follow the incident but if prior notice and hearing may not be feasible, as where the student's presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice of hearing shall follow as soon thereafter as possible;
- e. The parent/guardian shall be informed that his/her presence is required at school. The parent/guardian will be informed for the reasons and duration of the suspension. Such notice shall be given in the parents/guardian spoken language, unless it is clearly not feasible to do so;
- f. No later than seventy-two (72) hours after the removal of the student from school, the student and his parents must be given the opportunity to be present at a hearing before the Principal who shall determine if the suspension should be continued on a day-to-day basis, up to a total of ten (10) days;
- g. Within twenty-four (24) hours after the suspension hearing, the Principal shall notify in writing the Superintendent of Schools, the student and his/her parents and/or legal guardian of the reasons for his/her decision; and
- h. During the suspension, a student will not be allowed to participate in any school-related activity, such as, school dances and interscholastic league events, to name a few.
- i. Students suspended two or more days must be accompanied by a parent/guardian to attend a brief intake meeting with Student Support Services before the start of the school day, on the day of re-entry.

*Students who are involved in behaviors of suspendable offenses will be afforded an opportunity to write his/her version of an incident, following the prescribed informal hearing by the administrator. This will be included in the record, and be part of any appeal to Administration, the Superintendent, or the School Board.

SNOWBALL THROWING **1st Offense**

Parent Contact

2nd Offense

Parent Conference

Suspension up to 5-days

CHEATING/PLAGIARISM **1st Offense**

Parent Contact by Teacher

Student receives a Zero

2nd Offense

Parent Contact

Guidance Intervention

Student receives a zero

3rd Offense

Parent conference

Student receives a zero

Suspension up to 3-days

Plagiarism is defined as the unauthorized use of another author's language and ideas, represented as your own.

STEALING **1st Offense**

Parent Contact

Police Contact

Return/reimbursement of item

Suspension up to 5-days

BULLYING VERBAL/INDIRECT **1st Offense**

Parent Contact

Office Detention

Referred to Student Assistant Counselor

2nd Offense

Parent Conference

3rd Offense

Suspension up to 5-days

Referral for counseling

Refer to Superintendent

Parent Conference

PUSHING/TRIPPING **1st Offense**

Parent Contact

2nd Offense

Parent Conference

Suspension up to 5-days

DRUG/ALCOHOL/POSSESSION/UNDER THE INFLUENCE **1st Offense**

*Police Contact

Parent contact

10-days Suspension

2nd Offense

Parent Contact

10-days Suspension

Referral to Superintendent for further action.

ELECTRONIC DEVICES **1ST Offense**

Confiscate Item

Parent must pick up the item

2nd Offense

Confiscate Item

Parent must pick up the item

Refusal to turn over electronic device may result in suspension.

Electronic devices are prohibited by law in school (16-21.2-11.). Electronic devices include beepers, laser pointers, cellular phones, iPods, CD players, gaming systems, and the like. *Students taking pictures or videos with cell phones will be subject to suspension at the discretion of the administration.*

Bus Conduct

BUS SAFETY CODE

The expectation for appropriate student behavior extends from the school building and grounds to the buses and the bus stop. Students exhibiting inappropriate behavior(s) will be subject to the same consequences outlined in this handbook.

Safety and efficient transportation of students requires the maximum cooperation of parents, educators, and bus personnel. Any student action or demeanor which deviates from civil practices of boarding, riding or exiting buses must be reported, in writing, to the principal of the pupil's building. **Safety Rules Are Listed Below:**

1. The bus driver is in complete charge of the bus and its students with safety as his/her primary concern. Pupils must obey the bus driver promptly and willingly.
2. Fighting, roughhousing and any other actions, which are threats to safety, will result in mandatory disciplinary action.
3. Language must conform to the standards of public decency.
4. Students are not to litter the bus nor throw objects out of the windows as stipulated by state law.
5. All riders must keep head, hands, and arms inside the bus at all times in accordance with state law.
6. Students must remain seated until the bus reaches its destination.
7. Students may be assigned seats, if necessary, following an infraction of the bus safety code.
8. Smoking of any substance on the school bus is an automatic violation of the bus safety code.
9. Walk to and from your bus. Please do not push and shove.
10. Stay on the sidewalk until the bus has stopped.
11. Always cross the street in front of the bus before it starts moving.

Violation or failure of students to obey these rules will result in disciplinary action. The sequence of disciplinary action is solely the responsibility and authority of the school principal. In less serious violations or in normal sequence of discipline, the following steps will be observed:

First Offense: A warning, parent contact, and detention, if warranted.

Second Offense: Parent contact and 1 detention.

Third Offense: Parent contact and 2 detentions, and loss of activity privileges (i.e. school dance).

Fourth Offense: Parent contact and loss of bus privileges for 3 days.

Fifth offense: Possible out-of-school suspension and further suspension of bus privileges.

All violations will be turned in to the principal on the approved referral form. The students will have the opportunity to exercise all due process rights as in accordance with the school behavior code. All provisions of the school behavior code are applicable while students are riding the bus.

Video Cameras on Buses

The Tiverton School Committee has authorized the Superintendent to activate video-recording cameras on transportation vehicles to record student and/or employee conduct and behavior. These recordings may be used to determine if a student and/or employee would be subject to disciplinary action. Recordings may be activated without notification to students and/or employees.

Switching Buses or Mode of Transportation

Due to bus capacities, students will not be allowed to switch buses without written consent from a parent/guardian. A signed note by a parent is also necessary when, in lieu of the bus, transportation is being provided by a parent/guardian/designee and anytime a child is switched to "walker" status. A "walker" is defined as any student who will not be riding the bus or other motorized vehicle with a parent/guardian/designee. For safety reasons, walkers will be dismissed before the first bus run.

Attendance

If a student is absent, it is expected the student's parent/guardian contact the school at 624-6668 between 8:00-9:00 a.m. to report the absence. Homework requests should be called in by 10 a.m. in order for the homework to be ready by the end of the school day. A written excuse must be turned in to the main office within three school days. If no call is received, a person from the school may contact the student's residence.

Students with ten or more absences will be referred to the school attendance team.

The Attendance Team -- comprised of school administrators, guidance staff, the school social worker and teachers from each grade level -- has a two-fold responsibility: first, it is charged with looking at individual students who are chronically absent and ensuring their needs are met using all available resources; second, the Team monitors what is happening overall for all students and student sub-groups.

Homeroom

Students should not enter the building prior to the 7:50 a.m. bell, with the following exceptions: the student is purchasing breakfast or there is inclement weather. When the morning bell sounds, students should go to their locker and then to homeroom. Students are to be in their homeroom by 8:00 a.m. and are expected to stay in homeroom until the 1st period bell rings.

Request for Lengthy Absence

If a student is to be absent for a period of time while school is in session, parents or guardians must notify the school one week ahead of time. Parents and guardians are urged to write a written request for homework for a lengthy absence.

Dismissal Notes

A student who is to be dismissed before 2:30p.m. must present a note to the Main Office which contains the date, time, reason for dismissal, and the parent's or guardian's signature. This note should be presented to the secretary in the office during morning homeroom period.

Students will only be released to those individuals on the Emergency Contact Form.

School Closure Announcements

Information regarding school postponements and/or cancellations will be on the television Channels 6, 10, and 12 and on the radio stations FM – 93.3 and 105.1 and on AM- 630, 790, 920, 1400, and 1420.

Change of Address or Phone Number

Please inform the Main Office if you have a change of an address or phone number.

Mid-Term Reports:

Teachers utilize ASPEN Parent Portal to post their grades and homework assignments. Mid-term reports will also be made available via this online parent portal. Expect a "ConnectEd" at each mid-term interval asking parents to log on and check their TMS student's grade averages to date.

Homework

Homework is an essential component of a student's educational development. It is used to reinforce concepts and skills learned in the classroom and to introduce new material. The amount of homework varies depending on grade, subject, and teacher. Teachers have consequences for frequently missed homework assignments. Please be aware of each teacher's policy regarding homework. Teachers utilize ASPEN Parent Portal to post their grades and homework assignments.

Honor Roll

When determining if a student has made Honor Roll, it is important to note **ALL CLASSES, academic and co-curricular**, are taken into consideration. In order to make Honors, a student must earn an 80 or higher in all classes. In order to earn High Honors, a student must earn a 90 or higher in all classes.

PUPIL PERSONNEL SERVICES

A. Guidance

Being a student at the Tiverton Middle School involves meeting new people, adjusting to different teachers and classes, facing challenges and learning to make important decisions. During middle school years, there are many things to learn and many new skills students need to develop. The Guidance Office works to help students learn the skills necessary for a successful middle school experience.

As a middle school student, you will find yourself confronted with many important decisions in some of the following areas:

1. Seeing yourself as a very special individual with talents and abilities which you can develop,
2. Recognizing weaknesses which may require you to work harder to achieve
 - a. success,
3. Learning to accept some reasonable controls on your freedom for the good of all: you, your friends, and all those in school,
4. Deciding how much your friends should influence what you do,
5. Making choices about tobacco, alcohol and drugs,
6. Learning to adjust to your bodies which are changing from those of children to adults, and
7. Making plans for your future-setting educational goals and exploring possible careers.

Counselors and teachers are here to help you gain the knowledge and information you need to make wise choices for now and the future. You can arrange a meeting with your counselor simply by coming to the Guidance Office. Your counselor will arrange to meet with you each year.

Please note: If your child is absent when report cards are distributed (quarters 1-3), your child's report card will not be mailed home, it will be given to your child upon his or her return. In quarter 4, the report card will be mailed home.

1. Change of Course Requests

The counselor and ultimately the principal will permit course changes only for compelling reasons that will be determined. A request for a course change (core

classes cannot be dropped), will not be considered after the first two weeks of the first marking period.

2. Promotion/Retention

Any student who fails two or more courses (inclusive of core courses and co-curriculars) is in danger of repeating the grade. If there are circumstances that warrant additional consideration, school administration – in concert with the student's teachers and counselors – shall make the final decision about placement.

3. Summer School

There are specific criteria that must be met before permission will be granted for a student to attend an approved summer school program (including a minimum grade of 50 in his/her regular course earned during the school year, as well as administrative and teacher permission) to make up failures in core and co-curricular courses. The proper paperwork must be obtained, completed, and returned to the Guidance Office prior to the last day of the school year.

B. Health Services

Should you become sick or hurt in school, the nurse is here to assist you.

1. In order for your teacher to know where you are, you must report to an assigned class or activity and obtain a pass from the teacher before being admitted to the Health Office, except for emergencies. Avoid going to the nurse between classes.
2. If you are going to be sent home, the nurse will notify your parent or guardian and this person must arrange transportation. Please do not call home yourself when you are ill. With permission, go to the nurse, and she will call your parent.

3. Medication in School:

The Tiverton School Department has a procedure regarding students taking medication in school. Parents/guardians are advised to give medication at home on a schedule other than during school hours. If it is necessary for the student to receive medication during school hours, adherence to school regulations (developed in accordance with state regulations) are required as follows:

- a. All medications must be stored in their original prescription-labeled containers.
- b. **A physician or licensed health care provider) must write an order for all prescriptions AND over-the-counter**

medications. Medication

Administration Forms are available from the nurse. This form should be completed and signed by the doctor. The parent/guardian must also complete and sign the bottom section of the form.

- c. For the safety of all students, it is recommended that all medication be transported to school by a parent/guardian. In special circumstances it may be necessary for the parent/guardian to contact the school nurse to plan an alternate medication transport procedure.
- d. A certified school nurse-teacher shall administer medication to students. No lay person other than a parent/guardian shall administer medication in school. Medication, including inhalers and Epipens may be self-carried and self-administered with written agreement of the physician, parent/guardian, and school nurse-teacher. **In the school setting, no controlled substances shall be in the possession of or administered by anyone other than the school nurse-teacher or parent/guardian of the student for whom medication has been prescribed.**
- e. **Generic Tylenol** may be given to students when needed, if a parent or guardian signs and returns a permission form. This permission form remains in effect for all four years while the student is at Tiverton Middle School.

4. Cough drops may be taken only if the student has written parental permission for each day he/she needs the cough drops. Parents must supply the cough drops.

5. School Screenings:

- a. **Vision Screening** is done annually on all 5th and 7th grade students. If your child fails a screening, you will be advised and notified by mail.
- b. **In regards to Scoliosis Screening**, Rhode Island Rules and Regulations state that each student be examined for scoliosis (curvature of the spine) each year, grades 6 through 8. This is a very simple screening done by the school nurse. Students entering grade 7 are exempt from the school screening if they have had the exam done at the time of their seventh grade physical.

Parents will be notified if their child needs further evaluation. A notice will be sent home before the screenings are scheduled – parents may decline the scoliosis screening if you prefer to have the examination done by a private physician or if this conflicts with religious beliefs.

c. Dental Screening is done annually on all 5th grade students. Notices of the findings are sent home with students. A dental form will be sent home before screenings are scheduled. Parents may decline the screening if they prefer to have a dental exam done by their family dentist. If you decline the screening, a dental card will be sent home, to be completed by the family dentist and returned to school.

6. The State of Rhode Island Rules and Regulations for School Health Programs requires that all students have a **physical examination** and health clearance upon entry to the 7th grade. **This general health exam may be performed during the 6th grade, but no later than six months after entry into the 7th grade.**

Required Immunizations, according to the RI Department of Health, should be reviewed and received, if needed, at the time of the 7th grade physical examination. These immunizations include the following:

- a. **A Booster of TDAP vaccine**
- b. **Three doses of Hepatitis B vaccine**
- c. **Two doses of Varicella (chicken pox) Vaccine** or a statement signed by your doctor stating that your child has a history of chicken pox.
- d. **Two doses of MMR vaccine** (Measles, Mumps, Rubella)
- e. **Four doses of Polio vaccine**
- f. **One dose of Meningococcal Vaccine**
- g. **HPV per RI Dept. of Health**

*Physical forms will be sent home while your child is in the 6th grade. Parents are urged to have immunizations updated and documented on the physical form before your child enters 7th grade. **EXCLUSION from school will be enforced until the required immunizations are updated.**

C. Library Services

The purpose of the library is to carry out the mission of the middle school, that is, to produce life-long independent learners. As well as supplementing the school curriculum,

the media center serves to promote individual student interests. The print collection totals approximately 13,000 books, and more than 50 different student and professional periodicals that are accessed through our online catalogue.

In order for everyone to use the library in a skillful and courteous manner, there are some types of behavior that we will expect from each other.

Expectations When Using the Library

- Come to the library with a pass from your subject teacher or activity teacher, which will be signed at the desk before you leave. Also, you must sign in and out of the library using the binder on the table to the left of the main door.
- Come with an academic purpose in mind.
- Overdue notices are e-mailed to your homeroom teacher on a regular basis. If you still neglect to return library materials, your parents will be contacted.
- If you can't remember the exact location of a book you took off the shelf while browsing the library's collection, either place it on a table or bring it to the circulation desk and drop it in the book return slot. A misplaced book is a lost book!
- Should you misplace any library materials, you may continue to use the library for class assignments. However, you will not be allowed to sign materials out and remove them from our school after the materials you have are 10 days overdue. The misplaced/lost items must first be returned or paid for. Then your borrowing privilege will be restored.
- Tampering with the barcode on a book will incur a charge of \$1.00 as a replacement fee.
- Student ID cards can be used as library cards for circulation purposes. However, it is not necessary to have an ID card to check out books.
- At the beginning of the school year you are assigned a lunch account number that also acts as a library username. You are also assigned a password to go along with the username. This enables you to access your library account so you can place holds on materials as well as review and recommend books. The library's web page and catalog are online and can be accessed wherever there is an internet connection.
- When you must pay for lost library materials, full price is charged unless another arrangement is made with the librarian.
- Removing items from the library without checking them out will constitute theft and the student will be referred to the Assistant-Principal.

D. Extended Curriculum Program

TMS' Extended Curriculum program is for students who have been identified as exceptional achievers and/or have a very high aptitude. Students in grades 5-8 may be eligible for Extended Curriculum ELA and Math. To be eligible for this program, students must demonstrate a performance level of *Above Benchmark* on district assessments, have a teacher recommendation ("Learning Behaviors"), and exhibit high academic performance in the classroom. The selection process begins in grade four.

Extended Curriculum program goals include

1. Developing and applying higher level thinking skills,
2. Acquiring advanced "content" skills through horizontal enrichment and acceleration, and
3. Fostering independent creative investigations in learning.

Co-Curricular Subjects

Co-Curricular subjects include art, music, physical education, health, computers, library science, world language, industrial technology, computers, band, chorus and orchestra. The co-curricular subjects are graded numerically.

A. Art

Our art curriculum is designed to expose all students to a variety of Art Media and develop the technical skills in creative ways. Many art assignments have a direct correlation to studies in Language Arts, Math, and Social Studies.

B. Music

There are two basic choices that music students can make – to be in performing groups or to be in general music.

Should you choose the general music option, then you will sing and listen to music almost every day. In order to make this listening experience enjoyable and valuable, you will have an opportunity to experiment with instruments, explore notation, line dancing, and compare what you discover to existing styles and forms of music.

If you choose to be in a performing group, then you may be in Chorus, Band or String Orchestra, or a combination of those groups. Being in a performing group means that you will be expected to perform in at least 3 concerts each school year. Performing groups may also have the opportunity to travel to other sites for concerts and competitions. As a member of a performing group, you will be expected to take part in these events as well.

C. World Language

Sixth, seventh, and eighth grade students will take an exploratory world languages/ cultures course that includes introductions to Spanish and Portuguese and other world languages. Basic conversational vocabulary will be taught as well as cultural topics. Students in the **seventh** and **eighth grades** have the opportunity to enroll in the Academic Spanish I and the Academic Portuguese I programs. To be eligible, students must meet 3 of the 4 following criteria: World Languages/Cultures teacher recommendation, team recommendation, demonstrated proficiency on PARCC Reading Test (a score of 4 or 5), and an ELA grade average of at least 85% from the first three terms (grade 6).

D. Technology, Engineering & Design

All fifth through eighth grade students study Technical Technology. **The fifth grade** students are involved in two major projects, constructing hot air balloons and straw bridges. Students work in teams using simple math and measurements to make complex curves and simple drawings for these projects. In addition, the class is supplemented with lively discussions regarding the “how’s and why’s of bridges and hot air balloons.” **Sixth grade** students learn about shop safety and math, using working drawings and hand tools to create wooden toys.

Seventh grade students will be enrolled in Project Lead the Way: Design & Modeling. Students apply the design process to solve problems and understand the influence of creativity and innovation in their lives. They work in teams to design a playground and furniture, capturing research and ideas in their engineering notebooks. Using Autodesk® design software, students create a virtual image of their designs and produce a portfolio to showcase their innovative solutions. **Eighth grade** students learn the concepts of shop safety and math; however, their wood projects are more complicated and involve the use of power tools. Students choose their own projects from various choices provided by the instructor. All students in Tech Education learn how to work safely, cooperate as team players, use creativity and are encouraged to think and make sound decisions.

E. Physical Education

Physical education programs have been created to foster physical fitness, competition and teamwork, as well as to exercise the body, inspire confidence, and develop safe practices for students to follow. Ideally, we hope to motivate

students to a lifetime physical fitness program through a variety of activities. The curriculum includes the following: obstacle courses, aerobics, ping pong, pillow polo, soccer, flag football, gymnastics, floor hockey, volleyball, softball, dance, cooperative games, fitness, parachutes, crab soccer, whiffle ball, low organized games, basketball, and the Presidential Physical Fitness Test. For the majority of the units, students will have their choice between two activities.

The state of Rhode Island requires that each child complete 100 minutes of physical instruction and health per week. For any permanent or lengthy excuse from participating in physical education classes, a doctor's certificate is required. A date at which the student can resume activities would also be beneficial. Notes from parents, guardians, and the nurse shall always be honored provided the student presents them to the instructor on the day he is to be excused. For hygienic reasons and freedom of movement, the physical education staff feels strongly that a physical education uniform should be worn by all students participating in the program. This uniform includes the following items: stretch shorts, sweat pants, or warm-up suit (do not wear cut-offs), “T” shirt, and sneakers with white socks. Each student is assigned a permanent gym locker and lock for which he is responsible.

F. Health Education

Health Education is a comprehensive course designed to educate students in the eight content areas required by the state of RI. Those content areas include the following: Personal Health (including the importance of living a healthy and active lifestyle for overall well-being), Mental and Emotional Health, Safety and Injury Prevention (includes Bullying), Nutrition, Family Life and Sexuality, Disease Prevention and Control, Substance Use and Abuse (includes alcohol, tobacco, and other drugs), and Environmental Health. A parent may exempt his/her child from the "Family Life and Sexuality" and/or "Disease Prevention and Control" class(es). The parent must submit a written request to the principal of the school. No child so exempted shall be penalized academically by reason of such exemption.

G. Computer Technology

All 5th through 8th grade students take Computer Technology. All **5th grade** students start with Keyboarding Basics, along with an Intro to Microsoft Word and PowerPoint. In addition they will cover Internet & Network Basics. They will also work on two projects related to the subject matter covered in class.

Sixth grade students will continue with Keyboarding Skills, and Internet & Network Basics. In addition they will cover Year 2 of Microsoft Word & PowerPoint and Intro to Excel.

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They will also work on 2-3 Projects related to the subject matter covered in class. All **7th grade** students will be enrolled in Project Lead the Way: Design & Modeling. Students apply the design process to solve problems and understand the influence of creativity and innovation in their lives. They work in teams to design a playground and furniture, capturing research and ideas in their engineering notebooks. Using Autodesk® design software, students create a virtual image of their designs and produce a portfolio to showcase their innovative solutions. All **8th grade** students will continue with Keyboarding Skills, and Internet & Network Fundamentals. In addition they will cover Year 4 of Microsoft Word & PowerPoint, Year 3 of Excel, and Year 2 of Publisher. They will also work on 2-3 Projects related to the subject matter covered in class.

Field Trips and Activities

During the school year students will be given the opportunity to go on field trips or to participate in special class activities. Although we would like all students to participate, unfortunately there are some students who will not be allowed to attend. Students whose presence and behavior might interfere with the enjoyment and/or safety of other students may be excluded. **Past performance and previous discipline activity will be considered in decisions to exclude.**

Field Trip and Activity Criteria:

The established criteria are used to determine if a student is eligible to participate in the activity/field trip. The criteria are such that a student who misses one activity/trip may be eligible for another.

Administration will determine who is excluded from activities/field trips and will work with **grade-level teachers to notify the student and parents when he/she does not meet the criteria for an activity or field trip.**

Dress is expected to be appropriate for the activity. To attend any after-school activity students must have been present during the school day. Students who have received an out-of-school suspension may not participate in social activities while on suspension.

Participation in extra-curricular activities

Involvement in all after-school programs and activities is a privilege based on fulfillment of your responsibilities. Your conduct and grades will be deciding factors in your ability to participate.

Special Events/Field Trips

Field trips are educational activities designed to enrich and supplement the curriculum. The privilege of attending these functions depends on a student acting responsibly in school. Poor conduct may result in denial of the privilege. Students attending field trips must remember that all school rules apply when on a trip. The following criteria are used when considering activity/field trip exclusions:

Criteria for Exclusion

1. Suspension (within the term)
2. In-House suspension (within the term)
3. Repeated refusal to follow school rules
4. Poor/inappropriate behavior on prior field trip
5. Excessive absences or tardiness

***With regards to school dances (for grades 5 – 8): students who have had an in-house or out of school suspension will not be allowed to attend the next scheduled school dance.**

COMMUNITY SERVICE LEARNING PROGRAM DELIVERY PLAN: July 21, 1998

The Tiverton School Committee adopted a policy that requires all students complete at least 75 hours of community service before high school graduation. Since then, a program has been implemented that meets the objectives of the Tiverton Schools Strategic Plan.

These goals included connecting service learning with academic subjects, connecting service learning to careers and/or continuing education, encouraging students to develop an understanding of their responsibility to a democratic society, helping students clarify their values, increasing student exposure to diversity among people, and teaching students to work collaboratively to address needs within their community.

The program is a collaboration between Tiverton Public Schools, Rhode Island Department of Education, the Feinstein Foundation, parents and many non-profit organizations in the greater Tiverton area.

Students are required to complete at least 75 hours of service between 7th and 12th grade. Service must be performed for non-profit, government and/or community-based organizations.

A list of community partners and pre-approved service placements is available through the community service learning office at the high school. Students wishing to complete service at agencies not on the community service learning list should complete and submit a Self-Initiated Placement form for approval to the Tiverton Middle School Site Coordinator or Program Coordinator.

It is recommended that students begin in the 7th grade and complete at least 12.5 hours of service. Students beginning

in the 9th grade should complete at least 18.75 hours of service. Students can transport a maximum of 60 hours of service from Tiverton Middle School to Tiverton High School. Not more than 60 hours of service will be credited for any one year between 9th and 12th grades. Students must also complete related service reflection assignments including essays, workshops and a final project. High school transfer students must complete 18 ¾ hours for each full year or 18 ¾ prorated for a partial year.

For more information, contact Mrs. Pauls, Middle School Site Coordinator at lpauls@tivertonschools.org
Home-schooled students must also meet the community service learning requirement.

Out of Room Passes

Anytime you have reason to leave the classroom (except while changing classes or going to lunch) you should have a pass with you from your assigned teacher; this includes the use of the lavatory. Also, for safety reasons, you must also complete the classroom sign-out/sign-in sheet.

Lost and Found

In the Main Office and in the boys/girls locker rooms there is a lost and found area. The school suggests that you do not bring valuable items or large sums of money to school. The school is not responsible for lost items. If an item is lost, report it to the main office.

Lockers

Your homeroom teacher will assign you a lock and locker during your first day of school. **Memorize your combination number and do not give your combination to others. Never permit any other student to use your locker. Keep your locker neat and clean and make sure your locker is closed and locked before leaving it. You will be allowed to go to your locker in the morning before homeroom and two-three other times throughout the day (designated by your teachers).**

Use of Telephone

The office telephone can be used by students for **urgent reasons only**. A pass from your teacher is required to use the phone. No student will be allowed to come out of class to answer the phone. If there is an emergency, any messages will be relayed by the administration.

Dress Code

The Tiverton Public Schools recognizes that individual student dress is primarily a parental responsibility. Student dress should reflect concern for health and safety of the student and others. When the dress of an individual student constitutes a health problem, is deemed unsuitable for school wear, is a physical danger to any person, or when

the student's manner of dress or grooming causes a disruption or disturbance, administrators shall take appropriate action to correct the situation.

Inappropriate items for the school day include but are not exclusive of the following:

1. Clothing, apparel, or jewelry that by words, signs, pictures, or any other combinations thereof, advocate or promote sexual activity, violence, death, suicide, or the use of tobacco, alcohol or drugs, or demean, degrade, or intimidate another because of race, sex, sexual orientation, religious persuasions, national origin, disability, or signify gang membership.
2. Apparel that reveals or exposes the midriff/lower back or sides of the upper body or torso and/or undergarments.
3. Any clothing of transparent material through which underwear or any type of undergarment may be seen.
4. Clothing which does not cover backs, clothing which exposes cleavage, halter tops, tank tops with open sides, spaghetti strap tops, and muscle/tank shirts.
5. Skirts, dresses and shorts which are excessively short (mid-thigh or longer is acceptable).
6. Low riding pants or jeans that display underwear, as well as excessively revealing shorts or skirts, are not permitted.
7. Dog collars, chokers, chains around one's neck with links exceeding 1/4 ", chains to secure wallets or other items to ones clothing or person or chains attached to one's clothing.
8. Flip flops, sandals, "mandals," or slippers are not permitted.

Backpacks (any size)

Due to the growing number of medical concerns resulting from the heavy weight of the students' backpacks, it is recommended that students avoid carrying their backpacks in school during the school day. Students will still be able to carry their backpacks to and from school, however; the backpacks must be placed in their locker before homeroom.

Care of Books and Equipment

If you lose or ruin a book, you must pay for it. The price will depend on the replacement cost of the book. If you cover your books, they are less apt to be confused with someone else's books and they will last longer. Remember the school is here to be used, not abused. Any property damage caused by a student must be repaired or replaced at the expense of the student at fault.

Cellular Phones

Cellular phones and electronic devices (i-Pods, MP3 Players, handheld video games, etc.) use is not allowed during school hours and should be locked in lockers. These items will be confiscated and parents will be

required to retrieve the electronic device from the Main Office. Students should come to the Main Office if an emergency requires parent contact and a phone will be made available for their use. Parents are asked not to contact their children on their cell phones during school hours.

The use of the cell phone to take pictures or videos is strictly prohibited. Students taking pictures or videos with cell phones could be subject to suspension at the discretion of the administration.

Use of telephones for illegal purposes is punishable by law.

Bicycles, Etc.

With written permission, a student may ride a bicycle to school. It is highly recommended that all students wear approved bicycle helmets as outlined in the Rhode Island General Laws. Students will not be able to secure their bicycles on school property if they do not have the necessary safety helmet. Bicycle racks are provided outside the school. Bikes must be left in the racks for the entire school day. It is the student's responsibility to see that the bike is locked at all times. The use of in line skates, scooters and skateboards is **not** permitted on school grounds

Gum

Chewing gum is not allowed in any part of the school building.