

Tiverton Middle School

Tiverton School Committee

Mr. Jan Bergandy, Chairperson
Mrs. Sally Black, Vice-Chairperson
Mr. Leonard Wright

Superintendent of Schools

Mr. William Rearick

Administrators

Mrs. Patricia Aull, Principal
Mr. Patrick Lattuca, Assistant Principal

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 2008 - 2009

GRADE 5

Mrs. Bearse
Mrs. Cayer
Mrs. Gabriel
Mrs. Helger
Mrs. Hedges
Mrs. Lefebvre
Miss Nogueira
Mrs. Pauls
Miss Tillinghast

GRADE 6

Mrs. Bears
Mrs. Costa
Mrs. Destremps
Miss. Donovan
Mrs. Hedges
Mrs. Kilby
Mr. Lemaire
Mrs. Machado
Mrs. Palumbo

GRADE 7

Mrs. Brower
Mrs. Dion
Mr. Korney
Mrs. Larson
Mr. Leary
Miss Petrarca
Miss Remick
Mrs. Scott
Mrs. Thiboutot
Mrs. Valcourt

GRADE 8

Mrs. Clarey
Mrs. Dion
Mr. Frerichs
Mr. Furtado
Mrs. Hallman
Miss Molloy
Mrs. Peckham
Mrs. Silvia
Mrs. Tomis
Mrs. Valcourt

CO-CURRICULAR

Ms. Bergeron
Mrs. Botelho
Mr. Collins
Mr. Heath
Mrs. Howland
Mrs. Martin
Mrs. O'Hara
Miss O'Neill
Mr. Point
Mr. Szaro
Mr. Thiboutot

SPECIAL EDUCATION

Mrs. Ashton
Miss Bitar
Mr. Biancuzzo
Mrs. Fennessey
Mrs. Gauch
Mr. Helfridge
Miss Kane
Ms. Lima
Mrs. Peters
Mrs. Schreiner
Mrs. White-Wilcox

SCHOOL NURSE

Mrs. Frain

GUIDANCE & SUPPORT STAFF

Mrs. Beaupre
Mrs. Borden
Mrs. Boulay
Mrs. Cabral
Mrs. Davis
Mr. Dickhaut

Mrs. Lavier
Miss Murphy
Mrs. St. Laurent
Miss Souza
Mrs. Tavares

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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 nondiscrimination should be directed to:

Diane E. Sanna
Tiverton Administration Office
100 North Brayton Road
Tiverton, RI 02878
(401) 624-8475

Benefits for Integrating Students

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
Attendance Record	Standardized Test Scores
Academic Record	

House Organization

HOUSE/TEAMS– Students of each grade 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 Grades 5 - 8

1. English Language Arts
2. Mathematics
3. Science
4. Social Studies
5. Academic Spanish I (grade 8 only)

Co-Curricular Subjects

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

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 in any way 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 (RINET) 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 my 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's 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 (including wellness, building skills in the areas of decision making, self-concept, positive self image, and avoidance skills). A K-12 Health Council acts on curricular 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.

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. that the student be given oral or written notice of the charges against him/her;
- b. that if the student denies the charge, the student be given an explanation of the evidence the authorities possess;
- c. that the student be given an opportunity to present his/her version;
- d. that 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 and 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 (i.e. school dances, interscholastic league events, etc.)

For suspension for (10) days or more:

When the student's presence endangers persons or threatens disruption of the academic process thus justifying immediate removal from school, the necessary notice or hearing shall follow as soon as possible.

The student shall be afforded:

(1) a clear, written statement of the reason for suspension or expulsion;

(2) notice of the right to prompt public or private hearing, at the student's election, and the right to be represented by counsel at such hearing; and

(3) if a hearing is requested, the student shall be given prompt notice setting the time and place of such hearing, said time and place to be reasonably set so as to allow sufficient time for preparation, without undue delay. In the event a student has not attained the age of majority (18 years), the parent or guardian shall be afforded the procedures stated in 1 – 3 above. Such notice shall be written in the parent's spoken language, unless it is clearly not feasible to do so.

- a. The student shall be afforded a hearing at which the student shall have a right to: (1) representation and participation by counsel; and (2) cross-examination of witness(es) and to present witness(es) in his/her behalf.
- b. There shall be a complete and accurate (stenographic or electronic) record of the hearing including all exhibits. The record shall be preserved for transmission to the Commissioner of Education as soon as possible in the event of an appeal.
- c. The student shall be furnished a copy of the record without cost.
- d. A written decision shall be rendered, within a reasonable time, based exclusively on the record detailing the reasons and the factual basis therefore.
- e. The student shall promptly be provided with a copy of the decision.
- f. A copy of the decision, together with the record, shall be promptly forwarded to the Commissioner of Education if there is an appeal.

*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.

Alternative Program Placement

Description of the Program:

The Alternative Program Placement (APP) is a program where students are reassigned for the school day. Academic work is provided by the classroom teachers to offer the student access to the day's curriculum. All social interactions are removed, including eating lunch in the cafeteria.

APP RULES:

1. Report to the APP room by 7:55 a.m. (instead of homeroom).
2. All materials must be brought to the APP room.
3. While in APP, students must:
 - a. sit in assigned seat and
 - b. complete classroom assignments in silence – a student who refuses to complete their assignments will be reassigned APP the next possible day and if

the student continues to refuse to complete the assigned work, suspension will be the result.

4. Students kicked out of APP room will receive, at a minimum, a 2 day out-of-school suspension.

Infractions Requiring Disciplinary Action:

(The following infractions/consequences are not inclusive.)

**At the discretion of the administration, students who are sent out of class two times during a given school day may be sent home and could receive, at a minimum, an out of school suspension the following day.*

INFRACTION CONSEQUENCE

<u>SMOKING</u>	1st Offense
Students are not permitted to Smoke on the grounds, in school, in the buses, at bus stops, or at any of the	Parent Conference
	3-day Suspension
	Referral to SAC Counselor
2nd Offense	Parent Conference
	5-day Suspension
3rd Offense	10-day Suspension
	Referral to the Superintendent

<u>INSOLENCE/INSUBORDINATION</u>	1st Offense
	Parent Conference
	APP up to 3-days
2nd Offense	Parent Conference
	Up to 3-days Suspension
	Referral for counseling
3rd Offense	Referral to Superintendent and/or School Board and Suspension

<u>TRUANCY</u>	1st Offense
	Parent Contact
	Referral to Truant Officer
	1-day APP
2nd Offense	Police Contact
	3-days APP
	Excessive Truancy will lead to Court Referral

<u>TARDINESS TO SCHOOL (PER SEMESTER)</u>	
6-9 days tardy _____	Parent Contact
10-14 days tardy _____	Office Detentions
15+ days tardy _____	APP

<u>DISRUPTIVE BEHAVIOR</u>	1st Offense
	(After appropriate teacher interventions have Parent Contact not succeeded- teacher detention(s), parent 1-day APP contact(s), etc.)
2nd Offense	Parent Conference
	2 days APP
3rd Offense	Parent Conference
	Referral for counseling
	Up to 3-days Suspension

INDECENT EXPOSURE

Up to 10 day suspension
Parent Conference

TARDINESS TO CLASS/PASS VIOLATION

(After appropriate teacher interventions have not succeeded)

1st Offense
Parent Contact
Office Detention

2nd Offense (within 4 weeks)
Parent Conference
1-day APP

BREAKFAST/LUNCH DISRUPTION

*In conjunction with consequences for the specific infraction, a student will receive additional consequences including: breakfast removal for 1 week or lunch in APP for one week. If the disruption continues, the student may be removed from the breakfast program for the remainder of the year or may receive additional APP weekly lunch detentions.

LEAVING BUILDING/

CUTTING CLASS/HOMEROOM

1st Offense
Parent Contact
1-day APP

2nd Offense
Parent Conference
2-days APP
Referral for counseling

3rd Offense
Parent Conference
3-days APP

CUTTING TEACHER DETENTION **1st Offense**

Parent Contact by teacher
Reassign Teacher Detention
Referral to office

2nd Offense
Parent/Teacher Conference
1-day APP

3rd Offense
Parent Conference
3-days APP

CUTTING OFFICE DETENTION **1st Offense**

Parent Contact
1-day APP

2nd Offense
Parent Conference
2-days APP

3rd Offense
Parent Conference
Up to 3-days Suspension

VULGAR LANGUAGE/GESTURES **1st Offense**

Parent Conference
Possible referral for counseling
Suspension up to 5-days

2nd Offense
Suspension up to 5 days
REFERRAL TO PRINCIPAL AND
SUPERINTENDENT

ASSAULT/FIGHTING/THREATS 1st Offense

***POLICE WILL BE NOTIFIED** Parent Conference
Up to 10-day Suspension

2nd Offense

Principal - Parent Conference
Suspension up to 10-days
Referral to Superintendent

CONTRABAND/WEAPONS/FACSIMILIES

Contraband denotes any item which is illegal to be possessed. A facsimile is copy or reproduction of an item bearing a close resemblance to the original. ***WILL RESULT IN IMMEDIATE 10-DAY SUSPENSION WITH POLICE CONTACT AND REFERRAL TO SUPERINTENDENT AND/OR SCHOOL COMMITTEE.**

DESTRUCTION OF PROPERTY 1st Offense

Parent Conference
Pay for damages
Up to 3-days Suspension

SNOWBALL THROWING 1st Offense

Up to 3 days APP

CHEATING/PLAGIARISM 1st Offense

Plagiarism is defined as the unauthorized use of another author's language & ideas represented as your own. Parent Contact by Teacher
Student receives a Zero

2nd Offense

Parent Contact
1-3 days APP
Guidance Intervention
Student receives a zero

3rd Offense

Parent conference
Student receives a zero
Suspension up to 3-days

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
Up to 3-days APP

3rd Offense

Suspension up to 5-days
Referral for counseling
Refer to Superintendent
Parent Conference

PUSHING/TRIPPING 1st Offense

Parent Contact
Up to 3-days APP

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
1-3 days APP

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 COULD BE SUBJECT TO SUSPENSION AT THE DISCRETION OF THE ADMINISTRATION.**

Bus Conduct

1. Follow the directions of the bus driver and monitor. Unruly students are expected to move to the front seat when asked to do so by the bus driver or monitor.
2. Sit down and stay seated with arms and heads in the bus. No more than 3 persons to a seat.
3. Walk to and from your bus. Please do not push and shove.
4. Stay on the sidewalk until the bus has stopped.
5. Always cross the street in front of the bus before it starts moving.
6. Do not damage bus property.
7. Remember, if any student makes the bus ride a dangerous one for others, he or she may have to find another means of transportation to school.

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

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

Students will not be allowed to switch buses without written consent from a parent. It is important to note, constant attention is paid to bus capacities.

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 made 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.

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 2:30 p.m. must present a note to the Main Office which contains the date, time, reason for dismissal, and the parent 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 radio (FM – 93.3 and 105.1 & AM- 630, 790, 920, 1400, and 1420).

Change of Address or Phone Number

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

Late Buses

Late buses depart from TMS between 3:30 – 3:45 p.m. on Mondays and Wednesdays.

Late buses provide transportation for pupils who seek additional help from teachers, who participate in after-school activities, and/or for disciplinary reasons.

Homework

Homework is an essential component of a students' 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. Many teachers utilize schoolnotes.com to post their 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:

- a) Seeing yourself as a very special individual with talents and abilities which you can develop.
- b) Recognizing weaknesses which may require you to work harder to achieve success.
- c) Learning to accept some reasonable controls on your freedom for the good of all; you, your friends, and all those in school.
- d) Deciding how much your friends should influence what you do.
- e) Making choices about tobacco, alcohol and drugs.
- f) Learning to adjust to your bodies which are changing from those of children to adults.
- g) 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), please note that your child's report card will not be sent home in the mail; it will be given to your child upon their return. In quarter 4, the report card will be mailed home within two weeks of the distribution.

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 & signed by the doctor – the parent/guardian must also complete & 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 for 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. **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 & returned to school.
6. The State of Rhode Island Rules & 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 & received, if needed, at the time of the 7th grade physical examination. These immunizations include the following:

- a. **A Booster of Td vaccine** (if it has been 5 years or more since the last dose of a diphtheria-tetanus containing vaccine)
- b. **Three doses of Hepatitis B vaccine**
- c. **Varicella (chickenpox) vaccine OR a statement signed by your doctor stating that your child has a history of chickenpox.**
- d. **Two doses of MMR vaccine** (Measles, Mumps, Rubella)

e. **Four doses of Polio vaccine**

*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. TMS Media Center

The purpose of the Media Center is to carry out the mission of the middle school: 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 15,000 books, and more than 50 different student and professional periodicals that are accessed through a computerized catalogue.

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

Expectations When Using the Media Center:

- Come to the Media Center with a pass from your subject teacher or activity teacher, which will be signed at the desk before you leave.
- Come with an academic purpose in mind.
- Overdue Materials are a hassle for you, the librarian and for others. If you do forget to return library material you will be given a reminder. Upon third notification, parents will be contacted.
- Return materials to their proper place on the shelf or bring them to the desk. If you don't know where an item belongs, bring it to the main desk. A misplaced book is a lost book!
- Should you misplace any Media Center materials you may continue to use the media center 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 seven days overdue. The misplaced items first must 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.
- Each student will be issued a library card at the beginning of each school year. Library cards are to be left in the Media Center and there will be a replacement fee for library cards that are taken from the Media Center or lost.
- When you must pay for lost Media Center materials, full price is charged.
- Removing items from the Media Center without checking them out will constitute theft and the student will be referred to the Vice-Principal.

D. Accelerated Programs

TMS's accelerated 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 accelerated ELA and Math. To be eligible for this program students must demonstrate proficiency on NECAP state testing, have a teacher recommendation and academic performance. The selection process begins in grade four.

Accelerated program goals include:

1. To develop and apply higher level thinking skills.
2. To acquire advanced "content" skills through horizontal enrichment and acceleration.
3. To foster independent creative investigation 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 to use the available art materials 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, they 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. Foreign Language

Sixth, seventh, and eighth grade students will take an exploratory world language course. Basic conversational vocabulary will be taught as well as cultural topics.

Students in the eighth grade have the opportunity to enroll in the Academic Spanish I program. To be eligible, students must meet 3 of the 4 following criteria: Spanish teacher recommendation, team recommendation, demonstrated proficiency on NECAP Reading Test (a score of 3 or 4), and an ELA grade average of at least 85% from the first three terms.

E. Technology Education

All fifth through eighth grade students study Industrial Technology. The fifth and sixth grade students get an introduction to Technology Education by introducing them to basic shop safety, the ruler, basic shop math, sketching and mechanical drawing. The students then build a small wood project with the teacher's assistance. The students may use the drill press, some hand tools, and learn some finishing methods. A more hands on approach takes place in the seventh and eighth grades. The seventh grade students learn about shop safety, shop math, working drawings and basic hand tools. The seventh graders make a project using these hand tools. Since Industrial Technology is the study of technology in manufacturing, the eighth grade students learn to operate machine tools and recent technological equipment. The projects they make are related to the use of this technology. In this case, students learn how to work together and more importantly how to think and make decisions.

F. Physical Education

Physical education programs have been created to foster physical fitness competition & teamwork, educate 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.

G. 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 & Abuse

(includes alcohol, tobacco, and other drugs), and Environmental Health.

Classes are designed to educate students about the importance of living a healthy lifestyle by being able to identify the importance of each of the eight dimensions of health. From this class students will be able to make healthy choices that they can take with them into their adult years.

* A parent may exempt his/her child from the "Family Life & Sexuality" and/or "Disease Prevention & 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.

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. Each team has established a criteria for participation. It is the responsibility of the student to meet this criteria. While you are away, your conduct is a reflection on both our school and town.

Although we would like all students to participate, unfortunately there are some students who will not be allowed to attend. These students are those whose presence and behavior might interfere with the enjoyment or safety of other students. **Past performance and previous discipline activity will be considered in field trip exclusion decisions.**

Field Trip and Activity Criteria:

Grade levels will follow the established criteria to determine if a student is eligible to participate. The criteria is such that a student that misses one activity or trip may be eligible for another.

Grade –level teams notify the student and parents when he/she does not meet the criteria for an activity or field trip.

In addition, grade-level teams will notify the main office with regards to students who are excluded.

Criteria for Exclusion:

1. Suspension (within the term)
2. In-House suspension (within the term)
3. Refusing to follow school rules
4. Inappropriate behavior
5. Disrespectful to staff
6. Poor behavior on prior field trip

***In regards to school dances (for grades 6 – 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. 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, or the Program Coordinator, Rebecca Ellwell, at the Tiverton High School. 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.

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

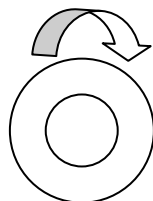
Your homeroom teacher will assign you a locker and combination during your first few days of school.

My Locker Number _____.

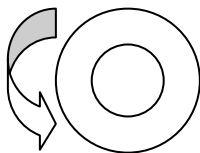
To open:

Turn RIGHT two or more whole turns and stop at

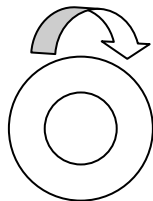
_____.



Then turn LEFT one whole turn past above number and stop at _____.



Now turn RIGHT and stop at _____.



Lift locker handle!

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 if you to the office during class time. 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.

Change of Class

To change a class, the appropriate paperwork must be submitted to the guidance office no later than mid term.

Dress Code

Smart casual dress is appropriate for school. Any article of dress that is detrimental to the health or safety of the student body or to the instructional process is prohibited. Such attire as tank tops, bare midriffs, transparent clothing, pajama tops/bottoms and pocket chains are inappropriate for school. Dresses and shorts must be appropriate in length, and should be no shorter than fingertips. Shorts and pants must be worn on the hips and should be no shorter than mid-thigh in length. "Micro" shorts and skirts are not acceptable. In an effort to maintain a supportive atmosphere in which students can pursue their studies free of harassment and distraction, no messages on clothing with liquor or tobacco advertisements or vulgarity. Hats and outerwear may not be worn in school and must be placed in the lockers. The middle school administration

has primary responsibility for interpreting and enforcing the dress code.

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.

Gum

Do not chew gum in the school building because it creates unnecessary problems for custodians, teachers, and other students. Resisting the gum-chewing temptation is much easier if you did not bring any gum with you to school. The consequence for chewing gum is at the discretion of the teacher.