

# NARRAGANSETT PIER MIDDLE SCHOOL



2006-2007  
Student Handbook

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# NARRAGANSETT PIER SCHOOL

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NARRAGANSETT, RHODE ISLAND 02882  
Telephone (401) 792-9430  
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MARIE-ELENA J. AHERN  
PRINCIPAL

RICHARD MANGILI  
ASSISTANT PRINCIPAL

## Message from the Principal

On behalf of the faculty and staff, I would like to welcome you to the Narragansett Pier Middle School for the 2006-2007 school years. We are sure that you will become excited about the opportunities available to you here for both personal and academic growth.

As middle school students, we encourage you to be active learners and active participants in all that we do. We want the years you spend with us to be the best they can be. The following pages in this handbook explain what you will need to know to make these years successful. Take time to go over these pages with your parents. The opportunity to work with you as part of a team and community as you prepare for your future is an opportunity that is important to all of us.

Good luck and best wishes for a successful and productive year.

Sincerely,

Marie-Elena J. Ahern  
Principal

*A 21<sup>st</sup> Century School educating the leaders of the 21<sup>st</sup> Century ... our students!*

*If special accommodations are needed, please call 792-9430*

*The Narragansett School System does not discriminate on the basis of age, sex, religion, national origin, language, color, or disability in accordance with applicable laws and regulations*

## **SCHOOL STAFF DIRECTORY**

You will not have all of these teachers, so here is an opportunity to become familiar with all of their names.

Grade 5 Classroom Teachers:	Ms. DeBlois, Ms. J. Thompson Mrs. Pesante, Ms. Holmes Mrs. McDonough, Mrs. Blumenbaum
Grade 6 Classroom Teachers:	Mrs. Franco, Mr. Kanaczet, Mrs. Mulvey Mrs. Stone, Mrs. McPartlin, Mrs. Galligan
Grade 7 Classroom Teachers:	Mrs. Boynton, Ms. DiTusa, Mr. Holden, Mrs. Paskoski, Mr. Sheehan, Mrs. Vento
Grade 8 Classroom Teachers:	Ms. Hobgood, Mr. Kraines, Mrs. Loomis, Ms. Marcotte, Mr. Gallman, Mrs. Thompson
Technology Education:	Mr. Pinch
Art:	Mrs. Montella
Music:	Mr. DeFusco, Mr. Lapham
Physical Education/Health	Ms. LaBelle, Mrs. Ranaldi, Mrs. Rainer
Foreign Language:	Mr. Schroeder
Computer Arts:	Mrs. Craven
Family & Consumer Science:	Mrs. Munsill

## **SUPPORT PERSONNEL**

Other staff members here at the Pier School who help students in different ways are as follows:

Aspiring Principal	Mrs. Swoboda
School Nurse:	Mrs. Fair
Guidance Counselors:	Ms. Giard, Mr. Quinn
Librarian:	Mrs. Taylor
Teacher Asst. (Media Center)	Mrs. Phelan
Gifted and Talented:	Mrs. Walsh
Speech and Language:	Ms. Mary Boyle, Ms. Ann Marie Glanville
School Psychologist:	Ms. Ruth Anderson, Ms. Lori Dubuc
Occupational Therapy	Ms. Gloria Fontaine
School Social Worker:	Mr. Soltysiak
Grade 5-8 Literacy:	Ms. DeLuca, Mrs. Gates, Mrs. Heltshe, Mrs. Mullaney,
Special Education Teachers:	Mrs. Brousseau, Mrs. Camara, Ms. Lee, Mrs. Pezza, Mrs. Quinn, Mrs. Xavier
Teacher Assistants	Mrs. Durkin, Mrs. Hoxsie
(Special Services):	Mrs. Lamb, Mrs. Lemoi, Mrs. Mills, Mrs. McNay, Mrs. Pelland, Ms. Smith
Office Staff:	Ms. Mangili, Mrs. O'Brien, Mrs. Ricci
Teacher Asst. (office):	Mrs. Boyett, Mrs. Roberts, Ms. Sawyer, Mr. Howell
Custodial Service	Bruce Goodness

## **STUDENT SECTION**

### **BUS**

**Behavior on the Bus:** A student's time at the bus stop and on the bus shall be considered an extension of the school day. Take assigned seat promptly on entering the bus and remain seated until arrival at destination. No one is permitted to save seats and students must sit only in his/her assigned seat. The driver will assign seats soon after school begins, after students have had an opportunity to note seating preference. The driver may reassign seats as necessary. Conduct on the bus is that which is acceptable while school. The bus driver is in charge of the bus and responsible for each student's safety. Students must obey the driver promptly and cooperatively in order to insure the safety of all riders. Articles that could cause injury to other students, such as sticks, breakable containers, firearms, skateboards, etc., are not permitted on buses. Other items not allowed are gold clubs/bags, oversized sports duffel bags, and large instruments such as trombones, saxophones, or any other instrument which cannot be held on the student's lap or between their feet on the floor. The following Offenses shall generate the disciplinary actions indicated:

#### **Class I**

1. Getting on/off at a stop other than the student's assigned stop (without prior approval)
2. Riding an unassigned bus without prior approval
3. Bringing animals and/or pets on the bus
4. Chewing gum, eating (including candy) or drinking on the bus
5. Distributing gum, candy, etc. to other students on the bus
6. Littering
7. Verbal harassment (not including sexual)
8. Not sitting in assigned seat
9. Not sitting in seat properly
10. Destruction of property belonging to another person
11. Volume on headphones distracting to driver
12. Bringing prohibited items on the bus.

#### **Discipline**

First offense – warning

Second offense – warning and conference with parent. If parent does not respond within 3 school days, the student will serve detention.

Third and subsequent offenses – detention

NOTE: At the elementary level, detention will be replaced by lunch or recess detention.

#### **CLASS II**

1. Crossing behind the bus or refusing to wait for the driver's instruction to cross
2. Failure to follow directions from a driver or monitor
3. Obstructing safe passage down the aisle
4. Refusing to identify oneself to the driver when asked
5. Extending head, hands or feet out of bus window
6. Shooting elastic bands or throwing any object inside the bus or out the window
7. Spraying perfumes, deodorants, etc. on the bus.
8. Wrestling and/or horseplay
9. Creating disruptive noise levels
10. Making racial slurs
11. Harassing other students
12. Acting disrespectful to the driver, aide, or monitor
13. Moving out of assigned seat while the bus is in motion which includes climbing over or under bus seats at any time during the route
14. Spitting

15. Stealing
16. Using obscenity (language, gestures)
17. Vandalism to the bus
18. Hitting, pushing, tripping, biting, pinching, or pulling hair of another student
19. Verbal or non-verbal threat to do bodily harm
20. Students obtaining late bus passes after leaving campus or presenting forged/stolen passes
21. Overt display of affection (kissing, fondling, etc.)

### **Discipline**

First offense – detention

Second offense – 2 day suspension from school bus transportation

Third and subsequent offenses – 5 day suspension from school bus transportation; referral to the Superintendent.

NOTE: At the elementary level, detention will be replaced by lunch or recess detention.

### **CLASS III**

1. Fighting on the school bus (If the fighting occurs while a bus is on school grounds, school staff will be called and the student will be subject to the school behavior code.)
2. Possession of tobacco products, matches or lighters
3. Verbal assault directed at the school bus driver, aide or monitor
4. Sexual harassment (definition and considerations are as listed in Narragansett School's policy)
5. Behavior that jeopardizes the safe operation of the bus
6. Boarding a bus during suspension from bus-riding privileges

### **Discipline**

Five (5) day suspension from school bus transportation; referral to the superintendent.

### **CLASS IV**

1. Opening or exiting through any emergency exit of the school bus (i.e., rear door, side door, emergency windows)
2. Substance abuse on the school bus (possession or use of alcohol/drugs)\*
3. Physical assault of another student on the school bus
4. A second Class III infraction in the same school year

### **Discipline**

Ten (10) day suspension from school bus transportation; referral to the superintendent.

### **CLASS V**

1. Possession or use of a weapon on the school bus\*
2. Physical assault on the school bus driver or monitor
3. A second Class IV infraction in the same school year

### **Discipline**

Ten (10) day suspension from school bus transportation, referral to superintendent for additional discipline, followed by a recommendation from the superintendent to the school committee for discipline which may include exclusion from school bus transportation for the balance of the year, as well as in-school disciplinary measures which may also include a recommendation for indefinite suspension from school.

### **General Information**

All infractions of Classes III-V will be reported by the transportation supervisor to the superintendent of schools and Classes IV and V will be reported to the appropriate police department.

**Request to Change Buses:** Request to change buses to visit with schoolmates or for childcare purposes must be made in advance by parents or guardians in writing and approved by the Principal or Assistant Principal or designee. NO STUDENT WILL BE ALLOWED TO RIDE A DIFFERENT BUS WITHOUT WRITTEN PARENTAL PERMISSION. If a bus is filled to capacity that day, no change will take place. Also, students must only get off at their assigned bus stop each day.

**Late Bus:** We are fortunate to have a late bus on Tuesday – Thursday each week that picks students up at school at 3:30 PM (one bus for Narragansett-South and one for Narragansett – North).

Respectful and cooperative behavior on the late bus is expected. You will not be allowed to ride the late bus if you are responsible for any disruptions or interfere with the safety of others on the bus.

**Time of Arrival:** Whether you ride a bus, walk, ride a bike, or are transported to school by a parent, **YOU SHOULD NOT ARRIVE AT SCHOOL BEFORE 8:10 AM.** Students must wait outside upon arrival. At 8:10, all students should enter through the main entrance and report directly to their team/class area.

**Bike Riders:** If you ride your bike to school, you may park it in the bike rack near the Cafetorium on the side of the building. You should have a bike lock to secure it to the rack. When you enter school grounds, you should ride your bike directly to the rack, secure it, and then proceed to the proper area. There should be no loitering at the bike rack.

### **MORNING**

**Arrival at School:** As soon as you enter school, you should do the following things promptly:

1. Go to your locker. Jackets and hats are to be left in your locker.
2. Report to your homeroom no later than 8:15 AM.

**Chronic tardiness to homeroom will result in the assignment of office detention.**

Once you report to your homeroom, you should not leave your assigned area without permission. While in homeroom, attendance will be taken and morning exercises will be observed before you are dismissed to your first class or begin sustained silent reading.

**Late Arrival at School:** If you are late for school you must report to the main office for a tardy slip. When you arrive at your assigned area, you should present the tardy slip to your teacher. When you are tardy, you must have a note signed by a parent or be signed in by a parent. When the tardy is unexcused, you will be given an excuse form to be filled out by a parent within twenty-four hours. If it is not returned, the tardy will be referred to the Assistant Principal and may result in one night of office detention. If you are absent, excused or unexcused, more than 5 times per quarter, you and your parents/guardian will receive a letter and may require a conference with Mr. Mangili. Also, if you are absent or late, there can be no participation in after school or evening activities that day (inc. sports, clubs, etc.).

**Early Dismissal or Change in Transportation:** Notes requesting an early dismissal or a change in transportation must be presented to the main office in the morning. A transportation change note must include a reason for the change, the date, and parent signature. Bus changes may be approved on a daily basis for the purpose of child supervision only.

### **TEAM/CLASS**

**Team/Class Assignments:** Seventh and eighth grade student are assigned to a team of approximately 90 students. Your schedule offers you the opportunity to move from one teacher to another for your subjects.

You will leave your team/class area for Unified Arts Classes, PE/Health, and lunch. Students are expected to be orderly and quiet in the school corridors and loitering is not permitted.

## **LUNCH**

You will eat lunch at one of the following times:

1 <sup>st</sup> Lunch	11:12 -11:37	Gr. 7 (1,3,5)	Gr. 8 (2,4,6)
2 <sup>nd</sup> Lunch	11:37 -12:02	Gr. 8 (1,3,5);	Gr. 7 (2,4,6)
3 <sup>rd</sup> Lunch	12:08 -12:33	Gr. 5 (1,3,5);	Gr. 6 (2,4,6)
4 <sup>th</sup> Lunch	12:33 -12:58	Gr. 6 (1,3,5);	Gr. 5 (2,4,6)

Lunch ends with an optional 15 minutes recess

Lunch - \$2.35

Larger Lunch - \$2.60

Reduced Lunch - 40¢

Milk - 45¢

We have four lunch periods of twenty-five minutes. While in the lunchroom, you should behave respectfully with each other and the adults supervising the area. When finished with lunch, you should clean your tabletop and the area around and under your table, and you should behave in an orderly manner until dismissal. NO MONEY will be loaned to a student to buy lunch. If a student forgets lunch money, the cafeteria staff will provide a cheese sandwich. If there are any allergies, kindly notify our school nurse, Mrs. Fair.

Dismissal will be done by class/team as teachers arrive to escort you back to class. If we need to quiet you for announcements or dismissal, we will raise our hands to indicate a need for quiet and attention. Your cooperation is appreciated.

Grades 5, 6, 7 and 8 will be allowed outdoor social time when done with lunch, beginning ten minutes before dismissal from lunch period. In all cases, food and drink should never be taken out of the cafeteria and rough play is not allowed while outdoors. Also, once you go out, remain outside until the end of the recess.

## **STUDENT NUTRITION & PHYSICAL ACTIVITY**

The Narragansett School District promotes healthy schools by supporting wellness, good nutrition, and regular physical activity as part of the total learning environment. The District supports a healthy environment where children learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, schools contribute to the basic health status of students. Improved health contributes to optimal student performance potential. The goal of this policy is to:

- Promote a comprehensive learning environment for developing and practicing lifelong wellness behaviors.
- Support and promote proper dietary habits contributing to students' health status and academic performance.
- Provide more opportunities for students to engage in physical activity.
- The Narragansett School District is committed to improving academic performance in high-risk groups.
- Establish and maintain a district-wide Health & Safety Committee.

For more information, please log on to our website at: [www.narragansett.k12.ri.us](http://www.narragansett.k12.ri.us)

## **RECYCLING**

In order to be as responsible as possible regarding waste management, appropriate containers are set up for students and adults use to recycle paper, cans, etc.



## **DISMISSAL**

The last class of the day will end at approximately 2:20 PM. Dismissal will be done from the office by first and second bus run. PLEASE DO NOT LEAVE YOUR CLASSROOM UNTIL ALL END-OF-THE-DAY ANNOUNCEMENTS ARE COMPLETED. You will be advised as to which bus run your bus is assigned. From that point you will immediately board the busses. Students waiting for a ride should do so in the office. If your bus has not arrived, you should wait with the other students riding your bus in an orderly manner. On days when weather is poor and busses are late, we will have indoor dismissal. A dismissal procedure will be announced on these days and you will be told where to report. Any student not riding a bus for any reason (after school, walking, bike, car, etc.) must leave with the second dismissal and should leave immediately.

## **MAKE-UP TIME/TEACHER DETENTION**

Any of your teachers may keep you after school for make-up work or make-up time in case you have missed some work or some class time or for behavioral reasons, providing they have given **24 hour notice or contacted your parents.** If you have been assigned teacher detention, you are responsible to report without delay to that teacher directly at second dismissal. Failure to report for teacher detention will result in the assignment of two one-hour office detentions and a Discipline Card will be included in your file. A conference with Mr. Mangili will be held.

## **MANNER OF DRESS AND GROOMING**

Students are expected to take an increased responsibility for personal cleanliness and manner of dress. However, manner of dress may not be distracting or disruptive to the educational process. No halter tops, bare midriffs, strapless tops, or tank tops will be permitted. Also, pants worn low, pajama bottoms, short skirts and skorts or other revealing distracting styles of clothing are not permitted.

T-shirts with drug, alcohol, inappropriate band images or coed-naked slogans are not to be worn in school or in Physical Education classes. It is expected that the parents of our Pier students will cooperate in this effort of having students dressed appropriately for school.

Hats or outside jackets are not to be worn in the building. Backpacks carried to school are to be left in lockers. No backpacks are allowed at evening activities, including school dances. Chains or other loose hanging jewelry, which may be a hazard, are not allowed. Walkmans, video games, pagers, or any other electronic devices as well as any type of trading cards (sports, magic, etc.) are not allowed in school. Teachers may take any of these items from students and they may be released only to parents.

## **CLASS and GENERAL BEHAVIOR**

It is expected that you will always be on your best behavior so that teachers can teach and students can learn. At Pier School we encourage students to be respectful of their teachers, staff and each other. A responsible attitude and good work and study habits will result in higher achievement. We want Pier students to feel successful and have a sense of accomplishment. This all can occur in your classrooms, provided you contribute in a positive manner.

Readiness for class is an important factor in your success. You are expected to be prepared with your books, writing materials, and homework assignments for each class. Class participation is important, with each student contributing to a more stimulating environment. Your teachers will support you, with everyone working together in a cooperative fashion.

## **RULES OF GENERAL CONDUCT**

Proper behavior is expected at all times.

1. Speak politely and respectfully to others.
2. Proceed in the corridors quietly and quickly.
3. Do not disturb the work of others.
4. Wait your turn (whenever appropriate).
5. Do not chew gum.
6. Do not throw snow.
7. Clean the area around you each day in class and in the cafe.
8. Keep your materials in good condition.
9. Be on time every day
10. Be responsible for your actions.
11. Be a good listener.
12. Tell the truth.
13. Respect the rights and safety of others. This includes not touching others or their property without their permission
14. No smoking or carrying of cigarettes or other tobacco products are allowed on school property.
15. No alcohol or other drugs are allowed on school property.

## **DISCIPLINARY PROCEDURES**

We use an “Office Discipline Card” system for student discipline. The “Office Discipline Card” system was designed to ensure consistency in the overall discipline of the Pier School. When a student misbehaves (frequently talking in class, fooling around, gum chewing, being disruptive), the behavior is reported using a Discipline Card and filed in the office. If three cards have been filed, the Assistant Principal, Mr. Mangili, holds a conference with the student. At this time, a parent will be contacted. If deemed necessary, a conference may be arranged with the parent, student, and the teachers/staff members involved to develop a plan for correcting the misbehaviors.

When a student commits a serious offense such as swearing, fighting, insubordination (any intentional failure to follow the directions of a staff member), etc., the student will be sent directly to the office. A Discipline Card will be filed recording the appropriate consequences for the offense and the circumstances involved. Actions taken will range from detention to school suspension, in addition to other possible consequences. Parents will be notified and a conference may be scheduled. In the case of school suspension, a reinstatement conference is necessary with a parent in order for a student to be readmitted to school on the day she/he is scheduled to return.

Also, please note that skipping teacher detention is recorded on a Discipline Card as one of the three offenses. This type of behavior will result in the student being sent to the office to meet with the Assistant Principal, Mr. Mangili. **FOR EACH TEACHER DETENTION MISSED, TWO OFFICE DETENTIONS WILL BE ASSIGNED.** Lastly, appropriate behavior is not only expected in class, but also in the cafeteria, hallways, and recess. These disciplinary procedures apply to all areas of our school.  
Please Note: If school is cancelled for inclement weather that day may not constitute a suspension day and any office detentions would be rescheduled.

## **HARASSMENT, INTIMIDATION, AND BULLYING**

The Narragansett Pier School recognizes that a safe and civil environment in school is necessary for students to learn and achieve; that harassment, intimidation and bullying disrupts a student's ability to learn and the school's ability to educate children and provide a safe environment; all students and staff members must treat others with civility and respect.

The law defines "harassment, intimidation and bullying" as any act, whether written, verbal, or physical, that is motivated or perceived by characteristic's, such as race, color, religion, ancestry, national origin, gender, gender identity, sexual orientation, mental or physical disability or other distinguishing characteristic's, that occurs on school property, at a school-sponsored function, or on a school bus.

### **Expectations Regarding Student Behavior**

All students have the following rights:

- to be treated with respect and courtesy
- to feel safe when traveling about school and on school buses
- to report bullying to a teacher or another school employee without fear of reprisal, retaliation, or false accusation; and
- to expect the school to investigate such reports and to intervene when necessary to prevent bullying

All students have the following responsibilities:

- to treat others with respect and courtesy
- to refrain from, and to refuse to participate in, name-calling or put downs based on another student's appearance or ability, and other acts of bullying
- to report bullying, as soon as it is observed, to a teacher or administrator.

### **Consequences of Violation of Policy**

Students who are found to have engaged in bullying, or to have retaliated against another for reporting such conduct will be subject to discipline in accordance with school rules. A Student who is found to have made a knowingly false report of bullying will likewise be subject to discipline.

In lieu of discipline, such students may be required to forgo school privileges, including participation in athletics and school sponsored functions; to participate in counseling and training.

## **HALLWAY PASSES**

Students are required to have a hallway pass to travel from one location to another. The pass must be signed by a faculty or staff member and given to the receiving teacher.

## **GUIDANCE**

The Guidance Counselors' role at the Pier School is to assist students with their development both academically and socially. The counselors will always be on hand to aid teachers, parents and students in seeking solutions to problems involving middle school age students. Students, parents and teachers are encouraged to seek the counselor's assistance in the problems encountered by the student population at the Pier School.

Counselors are available to:

- Orient new students to the Pier School.
- Interpret test data for students and parents.
- Assist parents in understanding their child's learning cycle.
- Assist parents and students in dealing with neighborhood, bus, or school problems.
- Assist parents with child-rearing problems.
- Provide students with career information.
- Provide students with vocational and technical school information.
- Work with groups of students.
- Assist individual students with personal problems.
- Attend MDT, IEP, and 504 meetings.
- Work with outside agencies.

**This handbook, regarding rules, regulations, and disciplinary procedures, is to be considered a reference only and not inclusive of any other items or incidents deemed inappropriate or unsafe within a school environment.**

## **USE OF SCHOOL PHONE**

Classroom and cafeteria phones are for **emergency use only** with the permission of the classroom teacher or cafeteria supervisor. **If there is a home emergency, parents may request to speak to the Principal or Assistant Principal.**

Any student found tampering with the phone, i.e. calling 911 as a prank, will be suspended. Also, no cell phones are allowed to be turned on during school hours.

## **SPORTS**

NPMS offers an Interscholastic Sports Program for Grades 6, 7 and 8 and an Intramural Program for Grades 5-8. The following is a list of Interscholastic Sports that NPMS has declared for the 2006-2007 school year; boys' and girls' soccer, basketball, cross country, track and field, cheerleading, boys' baseball, and girls' softball. Announcements for tryouts will be made prior to each season.

The RI Interscholastic Sports League requires that students be in good academic standing. They also require student athletes to complete a participation form and have a current physical prior to participation. Also, Mrs. Ahern and Mr. Mangili will be in regular contact with coaches to ensure that students are in good behavioral standing as well. Athletes accept the responsibility of being leaders and take pride in representing NPMS in a positive manner.

## **ATHLETIC PARTICIPATION PROCEDURES**

### **6<sup>TH</sup> 7<sup>TH</sup> & 8<sup>TH</sup> GRADE ATHLETICS**

(Effective – June 25<sup>th</sup>, 2006)

The staff of the Narragansett Pier Middle School believes that extra-curricular activity should be a vital component of a student's experience at a middle school community. In order to provide athletic opportunities for our students, the Pier School offers both an intramural program and an interscholastic sports program. The staff also believes that participation on athletic teams is not a right, but a special privilege and that our student-athletes must realize the extra responsibility that goes with being a representative of the Pier School. Therefore, in order to ensure that the integrity of the student's academic experience at the Pier School is maintained, the following guidelines must be adhered to in order to participate in the interscholastic sports program:

### **STUDENTS ATHLETE ACADEMIC CODE**

1. All students may participate in tryouts. Any student receiving a failing grade ( F ) in any subject on their quarterly report card will be considered ineligible.
2. Ineligible students may not participate in any games, but may begin practice 15 school days after a satisfactory progress report of Grade ( C ) or better. During that period, students are on probation and will attend a mandatory homework club 3 days a week. After 15 school days any unsatisfactory grades will result in ineligible status until the next quarterly report card.
3. Any athlete who receives an incomplete ( I ) in any class on his/her report card will be prohibited from attending any games or practices until the situation is rectified with a passing grade.
4. A student who receives any grade below ( C ) on a progress report or report card will be placed on academic probation.
  - a) If a student athlete is placed on academic probation, the Athletic coordinator will monitor the student with weekly progress that will extend until the next quarterly progress report or report card showing improvement is issued.
  - b) If any weekly reports show a lack of progress made, the student's participation in practices or games will be suspended until the Athletic Coordinator deems them eligible to participate.
  - c) The student athlete, coach, and Athletic Coordinator will meet to discuss the student's reinstatement to the team. Parents will be notified in writing if the student athletes are ineligible.
  - d) Any student who fails to submit a progress report to the Athletic Coordinator during the academic probation period will be suspended from games or practice until the progress report is submitted.
5. Any student entering grades 6, 7, or 8 in the Fall of the 2006-2007 School Year who received a grade of ( D ) or ( F ) in any class on the final report card of the 2005-2006 school year, may participate in Fall Sports, but will start the school year Academic Probation. Refer to #4 above.

### **STUDENT ATHLETE CODE OF CONDUCT**

1. School suspension (first of school year) – the student will be suspended from all athletic practices and contests for two weeks.
2. School suspension (second of school year) – the student will be suspended from all athletic practices and contests until the end of the current school year.
3. Any student who continually disrupts classes and is consistently removed from class will be suspended from play for one week. Repeated disruptions will result in further suspensions and possible removal from the team.
4. Any student found to be possessing, distributing or using tobacco, alcohol or a controlled substance while on school premise, on school transportation, or at any school sponsored activity will be suspended from their team for the remainder of that season.

## **ASSEMBLIES**

We believe that you can learn in many different ways. One way to reinforce some of the things that you are taught in regular classes is through assemblies. We regularly use our cafetorium to have special presentations of visiting guest speakers and presenters. Please keep in mind that when you are a member of an audience, you are required to be on your best behavior and to show proper appreciation of the performance or presentation.

## **FIELD TRIPS**

We acknowledge that field trips are a valuable extension of any school program. However, a field trip is a privilege and we reserve the right to exclude any child whose participation might cause a disproportionate amount of supervision or might interfere with the enjoyment or learning of other students. In the event of a field trip, all students are required to have written permission on file.

## **OVERNIGHT FIELD TRIPS**

**Policy:** A student's ability to participate in a Pier School overnight field trip will be contingent on their compliance with all Pier School policies. Any student who receives a suspension from school prior to the overnight trip may not be allowed to participate. Money already committed to the trip may be considered non-refundable. The Pier School Administration will make the final trip decision regarding all individuals involved.

The above statement will be included on all overnight trip forms to be signed by both the parent and student.

### **Overnight field trips currently involved:**

- Ski Trips, New England
- Quebec, Canada
- New York
- Any other that may be newly scheduled.

## **DANCES**

Dances will be scheduled throughout the school year for Grade seven and eight students.

In order to attend a dance, a student may not receive any disciplinary referrals to the office during the week of the dance. Students who do attend must remain for the entire duration of the dance. They may not arrive late or leave early. A student who is absent or suspended from school on the day of a dance may not attend. Typically, dances will be from 7PM – 9PM. Parents are asked to pick up students promptly at 9:00 P.M. Students are not allowed to walk home. Written parental permission is required for a student to ride home with another. Dances are for Pier Middle School students in Grades 7 and 8 only.

## **STUDENT ACHIEVEMENT**

### **REPORT CARDS**

Reports of students' progress are issued quarterly (in November, January, April, and June). The format of the report card may vary from each grade and subject. Also, selected comments will be listed dealing with student behaviors and class participation. All subjects will be listed on the report card. Report cards are hand-delivered by students each quarter. Progress reports are hand-delivered by Grade 5-6 students and mailed to parents of Grade 7-8 students. **PARENTS ARE ASKED TO SIGN REPORT CARDS AND PROGRESS REPORTS AND RETURN THEM TO THE HOMEROOM TEACHER.**

### **PROGRESS REPORTS**

At the mid-point of each term, students will receive an interim report for every subject. The purpose of these reports is to inform you of your child's progress between quarterly report cards. Parents are encouraged to contact teachers if you have questions or concerns.

### **PROMOTION CRITERIA**

#### **General Guidelines:**

- Narragansett Pier School believes that given time and motivation, all students will learn.
- When determining an individual student's eligibility for promotion to the next grade, factors such as IEP or 504 designation, age of student, previous and/or on going interventions, and age will be considered.
- For the purpose of this policy, academic subjects include mathematics, English/literacy, science, and social studies.

#### **Failure of Mathematics and/or English/Literacy:**

- A student who fails mathematics must attend and pass the mathematics summer program.
- A student who fails English/literacy must attend and pass the literacy summer program.
- The student must complete and pass the summer course(s) to be promoted to the next grade.

#### **Failure of Subjects Other Than Mathematics and English/Literacy:**

- A student who fails any two academic subjects must complete and pass one summer course, the content of which will be prescribed by the summer school coordinator, in order to be promoted to the next grade. If one of the subjects is math or English/literacy, the policy stated above applies.
- A student who fails any three academic subjects must complete and pass two summer courses in order to be promoted to the next grade.
- A student who fails any four academic subjects will be retained.

#### **Eligibility to Participate in 8<sup>th</sup> Grade Promotion Ceremony:**

- Any student who fails two or more academic subjects will not be allowed to participate in the eighth grade promotion exercises.

### **HONOR ROLL**

Presently, we have an honor roll in grades seven and eight. In order for students to be eligible, they must achieve all grades of 80% (B-) or above in ALL classes. Students who make the honor roll will be recognized and rewarded each term by Mr. Sincoski for their achievements.

### **NATIONAL JUNIOR HONOR SOCIETY**

Our seventh and eighth grade students are also eligible for induction into the Mariner Chapter of the National Junior Honor Society. These honor students stand out in their excellence in character, citizenship, and public service. They are recognized for their excellence in academics by maintaining an average of 90% or better. These students are selected by a committee of teachers; and, once inducted, must maintain their high caliber of excellence in order to remain members.

## **SUMMER LEARNING PROGRAM**

### **RULES for STUDENTS ENROLLED in SUMMER LEARNING PROGRAM**

1. Students must be on time for all classes.
2. Students must attend every class in order to receive credit.  
More than two absences (for emergency reason only) will result in failure or termination from the program.  
All absences must be verified by a parent/guardian.
3. Students must remain in class until dismissed by the instructor.
4. Misbehavior of any kind will not be tolerated. Any student who cannot behave properly and respectfully will be terminated from the summer program.
5. If students cannot complete their program for any reason, tuition cannot be refunded.
6. All Narragansett Pier Middle School student rules are expected to be followed. This includes such things as gum chewing, proper attire, hats, Walkmans, etc. Please refer to the Pier School Student Handbook for more information.
7. Students may not loiter in the building before or after classes.
8. Students may not interrupt other classes for any reason.
9. Promotion to next grade is contingent upon successfully completing the requirements of the program. A parent conference may be requested with a teacher and/or administrator.

### **STATE ASSESSMENT PROGRAM**

Students in Grades five - eight participate in the State Assessment Program administered in the fall. The results of the assessments are given to school districts in the spring. We are then able to include the data in students' files, enabling us to consider additional information when reviewing their progress and educational plans. The statewide testing dates for fall 2005 are as follows:

Grades 5 thru 8 – Reading	- October 3, 4, 5, 11, 12 & 13
Grades 5 thru 8 - Math	- October 11, 12, & 17
Grades 5 and 8 - Writing	- October 18 and 19

NAEP – randomly selected 8<sup>th</sup> Graders for testing on February 15<sup>th</sup>.

We consider this component of our students' school experience to be very important. We ask for parents' help and cooperation by making sure students attend school on all testing days, get more than sufficient rest, and a healthy breakfast.

### **PARENT SECTION**

#### **STUDENT ABSENCE/**

If your child is unable to attend school due to illness or emergency, you should call the Pier School (792-9430) no later than 9:00 AM. Homework may be requested if a student is out **2 days or more**. If a student is absent or tardy more than 5 days per quarter, a letter will be sent to parents.

The individual teacher will consider requests for homework for students when a non-scheduled vacation is taken.



## **TRUANCY COURT PROGRAM**

The Narragansett School System adopted the statewide Truancy Program in May, 2003. The purpose of this program is to reduce the truancy rate in our schools while emphasizing the importance of our students attending school regularly and on time. The State of Rhode Island defines truancy as recurring and repeated truancy and tardiness. Any student whose attendance record meets Rhode Island's truancy definition may be referred to the truancy program. Students **must** be in homeroom by 8:20 a.m. each morning or they are considered tardy.

## **PUBLIC RELATIONS**

The Narragansett Pier School is committed to informing parents and the general public about many exciting activities happening in our school. Therefore, local newspapers will often be invited to our school to cover newsworthy events. When appropriate, pictures will be taken for publication. Parents/Guardians who do not want their child's picture taken for public relations purposes such as newspaper articles or district wide publications should notify the administration in writing.

## **TELEPHONE MESSAGES**

We will be happy to forward parent messages to students during lunch/recess time. **PLEASE UNDERSTAND IT IS NOT POSSIBLE TO INTERRUPT CLASSES TO SPEAK DIRECTLY TO YOUR CHILD UNLESS THERE IS AN EMERGENCY.** Please be assured that all information you wish your son/daughter to have will be given before the day ends.

## **EARLY DISMISSAL OR NON-BUS DISMISSAL**

If you wish to take your child from school at dismissal time or earlier in case of any unusual occurrence (doctor's appointment, dental appointment, etc.) you may do so at the main office and we will call for your child. Parents are requested to sign the early dismissal book in the main office. In the case of an early dismissal, please notify us in advance by note. Our regular dismissal time is 2:25 PM.

For security reasons, you may not dismiss your child from school by phone. If your child is considered a walker to and from school, the school must have this information in writing. No student who is normally a bus rider will be allowed to walk unless there is written communication from a parent/guardian.

## **REQUEST TO CHANGE BUSES**

Requests to change busses to visit with schoolmates or for childcare purposes must be made in advance by parents or guardians in writing and approved by the Principal or Assistant Principal. No student will be allowed to ride a different bus without written parental permission. If the bus is filled to capacity, the student will have to ride his/her regular bus home. Also, students must only get off at their assigned bus stop each day.

**Regarding the late bus** - two busses, one for Narragansett North and one for Narragansett South will pick up students at 3:30 P.M. Any behavioral issues will result in suspension or permanent dismissal from the late bus.

## **TRANSFERS**

In the event that you plan to move to another community, please notify us at least one day (preferably earlier) prior to your child's last day of attendance so that we can complete all transfer records. This will make enrollment much easier in your child's new school. Please be aware that all textbooks must be returned to the Pier School prior to the release of records.

## **EMERGENCY INFORMATION**

So that we can contact you in case of any emergency, be sure that we are provided with current phone numbers for our records where you or your designee can be reached any time that school is in session. Please call us during the year if any of the information changes, especially a phone number.

## **CANCELLATION OF SCHOOL**

In the event of severely inclement weather or some other unusual occurrence, the cancellation of school on a given day will be announced beginning at 6:30 AM on local radio and television stations. There may be some days when the start of school will be delayed, so listen carefully to the announcements.

## **SCHOOL COMMITTEE POLICY**

Students may be suspended for the following reasons:

- Willfully striking or assaulting a student or any member of the school staff.
- Theft.
- The use of obscene or profane language or gestures to another student or member of the school staff.
- Deliberate refusal to obey a member of the school staff.
- Truancy and unauthorized leave from school property during the school day.
- Blackmailing, threatening, harassing, or intimidating school staff or other students.
- Possessing in the school or on school grounds any kind of weapons, such as a pistol, knife, blackjack, razor, etc.
- Unauthorized possession, selling or consumption in the school or on school grounds of dangerous drugs, narcotics or alcoholic beverages. Coming to school under the influence of alcohol or drugs is also cause for suspension or expulsion. Students suspended or expelled for alcohol or drug abuse shall be encouraged to seek qualified counseling, and, in some cases, shall be required to seek such counseling.
  - a. Dangerous drugs or narcotics shall mean any controlled drug as defined in RI General Statutes, classified generally as amphetamine-type, barbiturate-type, cannabis-type, cocaine-type, hallucinogenic, morphine-type and other stimulant and depressant drugs; and, in addition, those substances known as Methaqualone. Unauthorized use or possession of such substances shall mean use or possession without a valid prescription.
  - b. The selling of drugs in this article shall be the cause for an automatic request for expulsion by the principal.
- The willful destruction of school property.
- Disruption of the school by bomb threats or false alarms shall be the cause for an automatic request for expulsion by the principal in accordance with policy.

This list is not meant to be all-inclusive, and other situations may develop which will lead to suspension or expulsion. The building administrators shall forward to the police any information involving a violation of the law, involving a felony, taking place on school property.

**Students' suspensions and/or expulsions will be in accordance with School Committee Policy #5112.**

## **RHODE ISLAND PUBLIC SCHOOL HEALTH REGULATIONS**

The basic purpose of the school health program is twofold: to ensure that each child achieves the most of which he/she is capable from his/her educational opportunity, and to provide a healthy adult population for the future. Policies have been developed to protect the health and promote the safety of all children in school. The following information does not describe the program in full, but intended to be used as a guideline.

- A. A student who becomes ill in school is released into the care of the parents or parent designates as soon as possible. The school nurse/teacher makes appropriate recommendations as needed. Duration of illness is greatly shortened by early diagnosis and treatment. Diseases are most communicable during the period when early symptoms are manifest.
- B. Students with fever, vomiting, or diarrhea should remain at home. Temperatures should be normal for 24 hours after a fever before a student returns to school.
- C. Chronic illnesses, severe allergic reaction to insect sting, any health condition that is hazardous to the student unless controlled, should be discussed with the school nurse/teacher. If a child needs an EPI pen, please bring it in.
- D. Special problems of impetigo, pediculosis, athlete's foot, scabies, ringworm, or unexplained rashes, need individual attention. Please call the school nurse/teacher for details of exclusion and return to school.
- E. Emergency cards must be filled in completely with telephone numbers of parents and/or parent designates. Parent designate must be someone we can call who will care for the student while the parent is not available.
- F. Medication in school may be given only by the school nurse/teacher safety reasons, pharmacy labeled bottles are required. A medication request form must be signed by the parent or guardian of the student and for prescription medication by the doctor. Medication forms are available from the school office, clinic and web site <http://www.narragansett.k12.ri.us/NPS/>.
- G. Tylenol™ may be administered to a student by the school nurse with written permission only.
- H. Screening programs are done for vision, hearing, teeth, speech, scoliosis, and blood pressure. Allergies, immunizations and other special needs are monitored. Screening programs are done for vision at the 5<sup>th</sup> and 7<sup>th</sup> grade level, for teeth at the 5<sup>th</sup> grade level, and for scoliosis at the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade level. Allergies, immunizations and other special needs are monitored.
- I. Students must have a pass from the classroom teacher to report to the clinic except in extreme emergencies. All medication and doctors' notes must be brought directly to the clinic upon arrival at school.

- J. Immunization requirements as of Aug. 2004.  
Send dates (month, day, and year) of immunization to the school nurse upon completion of requirements.

**5<sup>th</sup> grade students should have had:**

4-5\* DTP/DT (Diphtheria, Tetanus Pertussis) \*depends on age when series was started  
4 Polio  
2 MMR(Measles, Mumps, Rubella)  
Hepatitis B series (3)  
Varicella Vaccine (Chicken Pox) or your doctor's notation of disease.

**6<sup>th</sup> grade students should have had:**

3-5\* DTP/DT  
4 Polio  
2 MMR

**7<sup>th</sup> grade students should have had:**

A Physical  
4-5 DTP/DT/Td (last Tetanus booster within 5 years)  
4 Polio  
2 MMR  
Hepatitis B (series of 3)  
Varicella (Chicken Pox) vaccine or your doctor's notation of disease

**8<sup>th</sup> grade students should have had:**

4-5 DTP//DT/Td (last Tetanus booster within 6 years)  
4 Polio  
2 MMR  
Hepatitis B (series of 3)  
Varicella (Chicken Pox) Vaccine or your doctor's notation of disease  
\*2<sup>nd</sup> dose if over 13

- K. Grade 7<sup>th</sup> Physical Examination: All students entering the 7<sup>th</sup> grade are required to have a physical exam. Forms can be obtained from the school office, clinic or web site <http://www.narragansett.k12.ri.us/NPS/>. Camp and sports physicals are acceptable. Please send the completed form to the school as early in September as possible.

**EXCLUSION: IMMUNIZATIONS MUST BE COMPLETED BEFORE REGISTRATION. ADMISSIONS WILL BE CONTINGENT UPON PROOF OF COMPLETION OF REQUIRED IMMUNIZATIONS.**

**PROOF OF IMMUNIZATION CAN BE PREVIOUS SCHOOL HEALTH RECORD OR PHYSICIAN'S IMMUNIZATION RECORD.**

**AUTOMATED EXTERNAL DEFIBRILLATORS (AED)**

Automated external defibrillators are now available and located within Narragansett Pier Middle School. The intent is that they will be used by trained school and community members to promptly treat sudden cardiac arrest. Three AED'S are housed in easily accessible and well marked cabinets in the hallway outside the clinic, across from room 305, and in the gym/auditorium. Opening the cabinet will immediately sound an audible alarm and activate police, fire and rescue to the school. Tampering with the cabinets or AED's for any other reason then intended is a serious offense. The Athletic Director has an additional three AED's for sports and athletic events. Anyone interested in becoming certified in First Aid and CPR/AED, contact the American Red Cross, The American Heart Association, or the school nurse about classes.

## **AMERICANS WITH DISABILITIES ACT - SECTION 504**

If there is a reason to believe that, because of a disability, a student needs either special modification and/or related services in the regular setting in order to participate in the school program, an evaluation will be recommended, pending parental permission. If a student is determined disabled under ADA or 504 and/or R.I.G.L. 42-87, the school must develop and implement a plan for the delivery of the needed services.

The educational program of the school shall be equally accessible to all students. If special accommodations are needed for your child, please contact Mr. Sincoski or Mr. Mangili. All programs need to be designed and scheduled so that the opportunity to participate on the same basis as a non-disabled student. This right of access applies not only to academic programs but all extracurricular programs, including athletics. The coordinator for all issues/controversies arising out of the subject statutes and/or regulations for matters pertaining to students' access to facilities is District Coordinator for ADA for Access/Policy at 792-9426.

## **SPECIAL EDUCATION SERVICES**

Special education services are provided for those students with disabilities. If a child qualifies for Special Education, the services are provided according to the child's needs and the Individual Education Program (IEP) are developed cooperatively by parents, special and regular education staff, and consultants.

These services may include, but are not limited to resource, intensive resource and self-contained classes; adaptive physical education, occupational and/or physical therapy; speech and/or language resource, and counseling. If you suspect that your child may have a disability and you wish to refer your child, please contact your child's teacher or call 792-9426.

## **SPECIAL EDUCATION ADVISORY COUNCIL**

The Narragansett Special Education Advisory Committee (NSEAC) is a committee of parents and teachers concerned with the education of students with disabilities. The NSEAC sponsors a variety of workshops dealing with the educational needs of all students.

Membership of the NSEAC is open to parents of students receiving special services, teachers, administrators and other concerned individuals. We are here to offer advice and support. Meetings are canceled if schools are closed for bad weather.

## **EDUCATIONAL RECORDS**

Parents of students and students 18 years of age and older have rights under federal (Family Educational Rights and Privacy Act) and state (Educational Records Bill of Rights Act) law pertaining to education records. Those rights include the following:

- The right to inspect and review the student's education records within ten days of making the request. The request must be in writing and submitted to the director of guidance.
- The right to a reasonable explanation and interpretation of the records, along with copies of the records.
- The right to request that student's education records be amended if the information contained in them is inaccurate, misleading, or otherwise in violation of the student's privacy rights.
- The right to confidentiality of personally identifiable information contained in the student's records unless the student's parents have given written consent to release it.
- When seeking consent to disclose information contained in a student's records, the school must specify the records that will be disclosed, the purpose of the disclosure, and the parties seeking the information. Upon written request, the school must also provide the parent and the student with a copy of the records that have been disclosed. The school may release information contained in the student's records without parental consent.

- When the information is designated as “directory information.” Directory information may include, but is not limited to, the following: student’s name, address, telephone number, date and place of birth, dates of attendance, participation in officially recognized sports and activities, height and weight (for members of athletic teams), awards received. The school may disclose directory information if it has notified the student’s parents of the types of personally identifiable information the school has designated as directory information. Parents have the right to object to the school’s release of any or all types of information designated directory information if the objection is put in writing within 10 days of the student’s enrollment. If there is no objection within 10 days, the school may release directory information regarding the student without parental consent.
- To school officials who have a legitimate educational interest in the information or to officials of a school in which the student intends or seeks to enroll. Information may be released in connection with a student’s request for or receipt of financial aid. Information may be released for the purposes of school accreditation, the auditing or evaluating of certain state or federally supported educational programs, or for the purpose of conducting certain studies on behalf of the school district. The school may also release information to state and local juvenile justice officials and authorities and to appropriate parties in the event of health or safety emergency. The school must also release information requested by a judicial order or subpoena.

### **EQUAL OPPORTUNITY STATEMENT**

We at Narragansett Pier Middle School take the issue of respect and personal dignity for all students very seriously. If any incidents of harassment or prejudice should arise during the year, they will be dealt with immediately. We strongly encourage students to report any problems to any administrator, teacher, or staff member.

### **LOST OR DAMAGED PROPERTY**

The school cannot accept responsibility for stolen money or other articles. We feel that pupils should become increasingly responsible for their own property as well as that of the school. We strongly advise that pupils not bring excessive amounts of money or valuables to school. It would be ideal if articles were labeled. We often have unclaimed clothing and other articles in our lost and found section in the main office.

NARRAGANSETT PIER MIDDLE SCHOOL  
STUDENT/PARENT HANDBOOK  
2006-2007

SIGN-OFF SHEET

Dear Student and Parent/Guardian:

Signed return of this page signifies that you have reviewed and are aware of the contents of the Narragansett Pier Middle School Handbook for Students and Parents. Please put this handbook in a safe place for easy reference.

After review and signature of this page, cut off bottom portion and please have your son/daughter return to his/her homeroom teacher as soon as possible, but no later than **Thursday, September 14<sup>th</sup>**. It is essential that we receive this signed page indicating your review of the handbook.

Thank you.

Please cut off bottom portion and return

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**NARRAGANSETT PIER MIDDLE SCHOOL  
SIGN-OFF SHEET**

\_\_\_\_\_  
*Student (Please Print)*

\_\_\_\_\_  
*Grade*

\_\_\_\_\_  
*Homeroom Teacher*

\_\_\_\_\_  
*Student Signature*

\_\_\_\_\_  
*Parent/Guardian (Please Print)*

\_\_\_\_\_  
*Parent Signature*

*Date* \_\_\_\_\_

\_\_\_\_\_  
*Street, Apt. #*

\_\_\_\_\_  
*City or Town, State, Zip Code*

\_\_\_\_\_  
*Home Phone*