



**2022-2023**  
**STUDENT HANDBOOK**

## **TABLE OF CONTENTS**

<b><u>Subject</u></b>	<b><u>Page</u></b>
<b>MOUNTAIN VALLEY MIDDLE SCHOOL MISSION STATEMENT</b>	<b>4</b>
<b>RSU #10 MISSION STATEMENT</b>	<b>5</b>
<b>SCHOOL SYSTEM GOALS AND OBJECTIVES</b>	<b>5</b>
<b>PRINCIPAL'S MESSAGE</b>	<b>5</b>
<b>MOUNTAIN VALLEY MIDDLE SCHOOL</b>	<b>6</b>
<b>CONTACT LIST</b>	<b>6</b>
<b>Processing Parental/Guardian Concerns</b>	<b>8</b>
<b>School Records</b>	<b>9</b>
<b>MOUNTAIN VALLEY MIDDLE SCHOOL</b>	<b>11</b>
<b>POSITIVE BEHAVIOR INTERVENTION SUPPORT (PBIS)</b>	<b>11</b>
<b>CODE OF CONDUCT</b>	<b>11</b>
<b>GENERAL INFORMATION</b>	<b>11</b>
I. School Day	11
II. Breakfast	11
III. Lunch	11
IV. Dismissal	12
V. Release of Any Student to Persons Other Than Parents/Legal Guardians and Known Care Providers	12
VI. Visitors	12
VII. Court Orders	12
VIII. No School Announcements	12
IX. Telephone	12
X. Library	13
XI. Guidance	13
XII. Physical Education	13
XIII. Fire Drills	13
XIV. Emergency Evacuation	13
XV. Care of School Property	13
XVI. Lockers/Personal Items	13
XVIII. Education Research: Student Submission to Surveys, Analyses, or Evaluations.	14
XIX. Pest Management in School Facilities and on School Grounds	14
XX. RSU #10 Asbestos Notice	14
XXI. Computer/Internet Use	14

XXII. Laptops	14
XXIII. Dress Code	15
<b>ABSENTEEISM/TARDINESS</b>	<b>16</b>
<b>IV. Absence and Participation in Extra- and Co-Curricular Activities</b>	<b>17</b>
<b>ACADEMICS</b>	<b>17</b>
I. Grading System	17
II. Academic Achievement Scoring Guide	17
III. Progress Reports	18
IV. Homework	18
V. Assessment Replacement Policy	18
VI. Students of Concern: Academic Warning	18
VII. Students of Concern: Academic Probation	18
VIII. Standardized Assessment	19
IX. Renaissance Program	19
XI. Child Find	19
XII. Academic Cheating/Plagiarism	19
<b>EXTRA- AND CO-CURRICULAR ACTIVITIES</b>	<b>20</b>
I. Co- /Extra-Curricular Code of Conduct	20
II. Co-Curricular Policies	20
III. Sports Participation (Insurance)	20
IV. Physical Examinations of for Co-Curricular Participation	21
V. Letter Awards	21
<b>Discipline</b>	<b>21</b>
I. Student Behavior	21
II. Office Detention	22
III. Skipping Detentions	22
III. Major School Offenses	22
i. Violence and Threats	22
ii. Weapons	22
iii. Bomb Threats	22
iv. Hazing	23
v. Discrimination and Harassment/Sexual Harassment	23
vi. Drug and Alcohol Use	23
vii. Tobacco Use	23
IV. Conduct on School Buses	24
V. Questioning and Searches of Students	24
VI. Physical Restraint and Seclusion	24
MVMS Aggressive Behavior Discipline Rubric	24

<b>STUDENT HAZING</b>	<b>25</b>
<b>RSU #10 AFFIRMATIVE ACTION PLAN</b>	<b>26</b>
<b>STAFF CONDUCT WITH STUDENTS (GBEG)</b>	<b>27</b>
<b>GRADE RETENTION</b>	<b>27</b>

## **MOUNTAIN VALLEY MIDDLE SCHOOL MISSION STATEMENT**

“MVMS –A Safe Place Where All Students learn.”

### **RSU #10 MISSION STATEMENT**

#### **Motivating, Engaging, Empowering**

**Where....** Instruction is student-centered, standards-based, and differentiated for pace and individual student need.

**Where....** Students develop complex, creative, and critical thinking skills through a wide range of authentic learning opportunities and community collaboration.

**Where....** Learners are active participants in setting learning goals and monitoring their progress.

### **RSU #10 SCHOOL SYSTEM GOALS AND OBJECTIVES**

#### **Curriculum, Instruction and Assessment:**

It is the goal of the RSU No. 10 School Board to maintain a strong focus on teaching and learning and to ensure that all students are performing at high academic levels based on local, state and national standards, thereby ensuring that students are prepared for the world of work, post-secondary education, and citizenship in the 21<sup>st</sup> century.

#### **Buildings, Grounds, and Facilities:**

It is the goal of the RSU No. 10 School Board to cost effectively provide and maintain high quality buildings, grounds, and facilities and ensure the infrastructure exists for students to have safe, reliable, and modernized learning environments to nurture their academic, physical, and social well-being.

#### **Family and Community:**

It is the goal of the RSU No. 10 School Board to communicate with families, businesses, civic organizations, and the entire community to increase mutual understanding and enhance community involvement in the schools and civic engagement by our students in the community.

#### **Resource Development and Allocation:**

It is the goal of the RSU No. 10 School Board to raise and expend financial resources at reasonable and necessary levels to ensure students have high quality instructional programming and highly skilled personnel to serve them.

### **PRINCIPAL'S MESSAGE**

Welcome to, or back to, Mountain Valley Middle School. The staff and I are very proud of this school and the students in it. We always have a group of students that work hard, play hard, and try to enjoy their years in this building.

Mountain Valley Middle School has a caring dedicated staff whose goal is to develop your skills intellectually, socially and physically so that you will leave here as a better, more knowledgeable person with many opportunities open to you in the years ahead.

Because we are a middle school, we try our hardest to treat you like adolescents and not like high school or elementary school students. As you progress through the grades you will be given more freedom, more responsibilities and our expectations of you will change significantly. You certainly won't be the same person when you leave that you were when you first came through our doors.

Mountain Valley Middle School has much to offer. Teams, plays, music, dances, activity nights and many other co-curricular activities. In order to participate in these activities you first must meet academic and behavioral standards. Academics come first, and if you aren't doing well in your classes, the other things won't be available to you.

Enjoy your time here; it will be shorter than you think. This school will only be as good as you make it; so take advantage of the things we offer and have a great year.

Sincerely,

Cheryl Gurney

**MOUNTAIN VALLEY MIDDLE SCHOOL**  
**CONTACT LIST**

**Office: (207)364-7926**

**Fax: (207) 364-5608**

**OFFICE STAFF**

<b>Principal</b>	Mrs. Gurney	<a href="mailto:cgurney@rsu10.org">cgurney@rsu10.org</a>
<b>Assistant Principal</b>	Mr. Brennick	<a href="mailto:cbrennick@rsu10.org">cbrennick@rsu10.org</a>
<b>Athletic Director</b>	Mr. Pelletier	<a href="mailto:jpelletier@rsu10.org">jpelletier@rsu10.org</a>
<b>Guidance Counselor</b>	Mrs. Parent	<a href="mailto:bparent@rsu10.org">bparent@rsu10.org</a>
<b>Social Worker</b>	Mrs. LaRoche	<a href="mailto:blaroche@rsu10.org">blaroche@rsu10.org</a>
<b>Administrative Secretary</b>	Ms. Thebarger	<a href="mailto:jthebarger@rsu10.org">jthebarger@rsu10.org</a>
<b>Office Secretary</b>	Ms. Carter	<a href="mailto:gcarter@rsu10.org">gcarter@rsu10.org</a>
<b>School Nurse</b>	Mrs. Beardsley	<a href="mailto:cbeardsley@rsu10.org">cbeardsley@rsu10.org</a>
<b>Head Custodian</b>	Mr. LaMarque	<a href="mailto:dlamarque@rsu10.org">dlamarque@rsu10.org</a>
<b>Computer Technician</b>	Mr. Van Leuven	<a href="mailto:cvanleuven@rsu10.org">cvanleuven@rsu10.org</a>
<b>Building Based SE</b>	Mrs. Boucher-Ladd	<a href="mailto:mboucher-ladd@rsu10.org">mboucher-ladd@rsu10.org</a>

**Classroom Teachers**

<b>Grade 5</b>		<b>Grade 6</b>	
Mr. Estabrook	<a href="mailto:cestabrook@rsu10.org">cestabrook@rsu10.org</a>	Mr. Dorr	<a href="mailto:jdorr@rsu10.org">jdorr@rsu10.org</a>
Mrs. Ferland	<a href="mailto:bferland@rsu10.org">bferland@rsu10.org</a>	Mrs. Gallant	<a href="mailto:tagallant@rsu10.org">tagallant@rsu10.org</a>
Mrs. Ledesma	<a href="mailto:eledesma@rsu10.org">eledesma@rsu10.org</a>	Mrs. Mills	<a href="mailto:pmills@rsu10.org">pmills@rsu10.org</a>
Mr. Scribner	<a href="mailto:sscriber@rsu10.org">sscriber@rsu10.org</a>	Mrs. Ricker	<a href="mailto:lricker@rsu10.org">lricker@rsu10.org</a>
Mrs. Todd	<a href="mailto:ltodd@rsu10.org">ltodd@rsu10.org</a>		

<b>Grade 7</b>		<b>Grade 8</b>	
Ms. Belanger	<a href="mailto:lbelanger@rsu10.org">lbelanger@rsu10.org</a>	Mrs. Brown	<a href="mailto:tbrown@rsu10.org">tbrown@rsu10.org</a>
Ms. Drapeau	<a href="mailto:ldrapeau@rsu10.org">ldrapeau@rsu10.org</a>	Mrs. Glover	<a href="mailto:brglover@rsu10.org">brglover@rsu10.org</a>
Ms. Farrington	<a href="mailto:dfarrington@rsu10.org">dfarrington@rsu10.org</a>	Mrs. Prevost	<a href="mailto:rprevost@rsu10.org">rprevost@rsu10.org</a>
Mr. Lapointe	<a href="mailto:slapointe@rsu10.org">slapointe@rsu10.org</a>	Mr. Smith	<a href="mailto:ssmith@rsu10.org">ssmith@rsu10.org</a>
		Mrs. Woods	<a href="mailto:awoods@rsu10.org">awoods@rsu10.org</a>

**Special Education Teachers**

<b>Grade 5</b>		<b>Grade 6</b>	
Mr. Chicoine	<a href="mailto:rchicoine@rsu10.org">rchicoine@rsu10.org</a>	Mrs. Merrill	<a href="mailto:tmerrill@rsu10.org">tmerrill@rsu10.org</a>

Grade 7		Grade 8	
Mrs. Ellis	<a href="mailto:jellis@rsu10.org">jellis@rsu10.org</a>	Ms. Belaire	<a href="mailto:abelaire@rsu10.org">abelaire@rsu10.org</a>

#### **Allied Arts/Specials/PE**

Physical Education		Art	
Mrs. Sevigny	<a href="mailto:cseigny@rsu10.org">cseigny@rsu10.org</a>	Ms. Arsenault	<a href="mailto:aarsenault@rsu10.org">aarsenault@rsu10.org</a>
Mr. Taylor	<a href="mailto:jtaylor@rsu10.org">jtaylor@rsu10.org</a>		
Health		Music	
Mrs. Crutchfield	<a href="mailto:kcrutchfield@rsu10.org">kcrutchfield@rsu10.org</a>	Mr. Rossler	<a href="mailto:drossler@rsu10.org">drossler@rsu10.org</a>
Technical Education		Social Emotional Learning	
Mr. Bridges	<a href="mailto:bbridges@rsu10.org">bbridges@rsu10.org</a>	Ms. Durant	<a href="mailto:adurant@rsu10.org">adurant@rsu10.org</a>

#### **Title 1A Intervention Teachers**

Math		Literacy	
Mrs. Clark	<a href="mailto:jclark@rsu10.org">jclark@rsu10.org</a>	Mrs. Sirois	<a href="mailto:jsirois@rsu10.org">jsirois@rsu10.org</a>

#### **Gifted and Talented**

Mr. Barber	<a href="mailto:dbarber@rsu10.org">dbarber@rsu10.org</a>
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#### **Educational Technicians**

Ms. Aresault	<a href="mailto:sarsenault@rsu10.org">sarsenault@rsu10.org</a>	Mrs. Salatino-LeBreton	<a href="mailto:ksalatino-lebreton@rsu10.org">ksalatino-lebreton@rsu10.org</a>
Mr. Brennick	<a href="mailto:ibrennick@rsu10.org">ibrennick@rsu10.org</a>	Ms. Sinclair	<a href="mailto:rhsinclair@rsu10.org">rhsinclair@rsu10.org</a>
Mrs. Gould	<a href="mailto:lgould@rsu10.org">lgould@rsu10.org</a>	Ms. Smith	<a href="mailto:wsmith@rsu10.org">wsmith@rsu10.org</a>
Ms. Mawhinney	<a href="mailto:dmawhinney@rsu10.org">dmawhinney@rsu10.org</a>	Ms. Swan	<a href="mailto:mswan@rsu10.org">mswan@rsu10.org</a>
Mr. Mazza	<a href="mailto:amazza@rsu10.org">amazza@rsu10.org</a>	Ms. Thebarger	<a href="mailto:mthebarger@rsu10.org">mthebarger@rsu10.org</a>
Ms. Perry	<a href="mailto:kayperry@rsu10.org">kayperry@rsu10.org</a>	Mrs. Theriault	<a href="mailto:atheriault@rsu10.org">atheriault@rsu10.org</a>
Mrs. Rajenemi	<a href="mailto:krajanemi@rsu10.org">krajanemi@rsu10.org</a>	Mrs. Wilt	<a href="mailto:lwilt@rsu10.org">lwilt@rsu10.org</a>
Ms. Groleau	<a href="mailto:cgroleau@rsu10.org">cgroleau@rsu10.org</a>	Mrs. Bourret	<a href="mailto:mibourret@rsu10.org">mibourret@rsu10.org</a>

#### **Processing Parental/Guardian Concerns**

The staff at Mountain Valley Middle School continually strives to maintain positive communication with all parents/guardians. We believe that it is very important for the school and the child's parents or guardians to work together to provide successful educational experiences. Listed below is the protocol when communicating concerns with RSU #10 personnel.

**When concerns arise please:**



**FIRST STEP** Contact the child's teacher(s) to discuss concerns

**SECOND STEP** If necessary, contact the Principal to review the discussion with the teachers

**THIRD STEP** If necessary, contact the Superintendent of Schools

**FOURTH STEP** If necessary, make an appointment to be heard by the school board

### **School Records**

#### **ANNUAL NOTICE OF STUDENT EDUCATION RECORDS AND INFORMATION RIGHTS**

The Family Educational Rights and Privacy Act ("FERPA") provides certain rights to parents and eligible students (18 years of age or older) with respect to the student's education records.

##### **A. Inspection of Records**

Parents/eligible students may inspect and review the student's education records within 45 days of making a request. Such requests must be submitted to the Superintendent or building administrator in writing and must identify the record(s) to be inspected. The Superintendent or building administrator will notify the parent/eligible student of the time and place where the record(s) may be inspected in the presence of school staff. Parents/eligible students may obtain copies of education records at a cost of \$.15 per page.

##### **B. Amendment of Records**

Parents/eligible students may ask the RSU No. 10 to amend education records they believe are inaccurate, misleading or in violation of the student's right to privacy. Such requests must be submitted to the Superintendent or building administrator in writing, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the Superintendent or building administrator decides not to amend the record as requested, the parent/eligible student will be notified of the decision, their right to request a hearing and information about the hearing process.

##### **C. Disclosure of Records**

The RSU No. 10 must obtain a parent/eligible student's written consent prior to disclosure of personally identifiable information in education records except in circumstances permitted by law or regulations as summarized below.

###### **1. Directory Information**

The RSU No. 10 designates the following student information as directory information that may be made public at its discretion: name, participation and grade level of students in officially recognized activities and sports, height and weight of student athletes, dates of attendance in the school unit, honors and awards received, and photographs and videos relating to student participation in school activities open to the public (except photographs and videos on the Internet). Parents/eligible students who do not want the RSU No. 10 to disclose directory information must notify the Superintendent in writing by November 18<sup>th</sup> or within thirty (30) days of enrollment, whichever is later. This opt-out request will remain in effect unless and until it is rescinded.

###### **2. Military Recruiters/Institutions of Higher Education**

Military recruiters and institutions of higher education are entitled to receive the names, addresses and

telephone numbers of secondary students and the RSU No. 10 must comply with any such request, provided that parents have been notified of their right to request that this information not be released without their prior written consent. Parents/eligible students who do not want the RSU No. 10 to disclose this information without their prior written consent must notify the Superintendent in writing by November 18<sup>th</sup> or within thirty (30) days of enrollment, whichever is later.

### **3. School Officials with Legitimate Educational Interests**

Education records may be disclosed to school officials with a “legitimate educational interest.” A school official has a legitimate educational interest if he/she needs to review an education record in order to fulfill his/her professional responsibility. School officials include persons employed by the RSU No. 10 as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); members of the Board of Education; persons or companies with whom the RSU No. 10 has contracted to provide specific services (such as attorneys, auditors, medical consultants, evaluators or therapists); and volunteers who are under the direct control of the RSU No. 10 with regard to education records.

### **4. Health or Safety Emergencies**

In accordance with federal regulations, the RSU No. 10 may disclose education records in a health or safety emergency to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals without prior written consent.

### **5. Other School Units**

As required by Maine law, the RSU No. 10 sends student education records to a school unit to which a student applies for transfer, including disciplinary records, attendance records, special education records and health records (except for confidential health records for which consent for dissemination has not been obtained).

### **6. Other Entities/Individuals**

Education records may be disclosed to other entities and individuals as specifically permitted by law. Parents/eligible students may obtain information about other exceptions to the written consent requirement by request to the Superintendent or building administrator.

## **D. Complaints Regarding RSU No. 10 Compliance with FERPA**

Parents/eligible students who believe that the RSU No. 10 has not complied with the requirements of FERPA have the right to file a complaint with the U.S. Department of Education. The office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

First reading: 11/14/11

Second reading and adopted: 11.28.11

## Agreement to Publish Student Information

### **MOUNTAIN VALLEY MIDDLE SCHOOL** **POSITIVE BEHAVIOR INTERVENTION SUPPORT (PBIS)** **CODE OF CONDUCT**

#### **SHOW RESPECT**

##### **What it means to us:**

##### **\*Show respect**

Tolerance for differences, politeness, fairness, respect for peers, staff, guests, self, and property.

##### **\*Kindness**

Courtesy, manners, helping others, compassion, generosity, public service

##### **\*Believe in yourself**

Do your best, positive thoughts and choices, self-discipline, self-confidence, take care of yourself.

#### **ACT RESPONSIBLY**

##### **What it means to us:**

##### **\*Act responsibly**

Reliable, trustworthy, moral, positive choices

##### **\*Perseverance**

Try your best, continue working until you succeed, be resilient, improve, attendance

##### **\*Cooperation**

Teamwork, participation by everyone, sharing, patience

#### **DO WHAT IS RIGHT**

##### **What it means to us:**

##### **\*Do what is right**

Make positive choices, golden rule, act with your conscience

##### **\*Honesty**

Tell the truth, do what you say you will, be true to who you really are, live by your values

##### **\*Courage**

Stand up for yourself and your ideas, try new things, individuality, do what is right even when it is not popular

### **GENERAL INFORMATION**

#### **I. School Day**

School begins daily at 7:45 A.M. and ends at 2:25 P.M. Students who arrive before the 7:45 bell must wait in the cafeteria, lobby, auditorium or gym and should not enter the academic areas of the school unless accompanied by a teacher or with a pass. When the 7:45 bell rings, students are to place their belongings in the locker that has been assigned to them and then go directly to homeroom. (Wednesday is late arrival; school starts at 8:55).

Students should not remain on school grounds after the closing of school unless they are meeting with a teacher or are scheduled for detention. Exceptions to this policy are students who are waiting for an athletic practice that begins no later than 2:45 P.M. and students who have a regular bus route that leaves the building after 2:30. Those students should go directly to the auditorium or cafeteria to wait.

#### **II. Breakfast**

Breakfast will be provided for all students daily.

#### **III. Lunch**

During the 2022-2023 school year, Mountain Valley Middle School will offer free lunch to all students. We expect that Mountain Valley Middle School students follow the MVMS Code of

Conduct at lunch and pick up after themselves before leaving. Lunches are scheduled by grade. Students will not be allowed to overcrowd a table (6 to a rectangular table). After eating lunch students may be allowed to go outside on the tarred areas or into the gymnasium at the discretion of the duty teachers.

#### **IV. Dismissal**

Students who need to be dismissed during the school day should bring their note to the office at the 7:45 bell and should report to the office before leaving. If a student needs to ride on a bus other than the one they normally ride, they must have a bus pass to do so. Students must bring a note from a parent or guardian indicating the need for a bus pass to the office prior to school starting for the day.

#### **V. Release of Any Student to Persons Other Than Parents/Legal Guardians and Known Care Providers**

A student will be released only to a parent, legal guardian or persons authorized in writing by parents/legal guardians to pick up the student. When in doubt, school personnel will contact the parent to verify/confirm the authority of the person requesting the student.

#### **Student Dismissal Policy - JLIB**

#### **VI. Visitors**

Visits to our school by parents, legal guardians, and members of the community are welcome. In order to avoid interruption of ongoing educational activities and in an effort to promote student and staff safety, **all visitors are required to report to the school office to sign the Visitor Log and wear a visitor's badge each time they visit. Visitors without passes will be asked to report to the office to obtain a pass.**

#### **VII. Court Orders**

It is the responsibility of the custodial parent or legal guardian to provide a certified copy of any court order containing restrictions on access to a child by others or a non-custodial parent.

#### **VIII. No School Announcements**

In case of storms or events, which might cause the closing of school, students are asked to check the RSU Website ([www.rsu10.org](http://www.rsu10.org)), listen to WTBM/WOXO (92.7 FM) (1450 AM), 92 MOOSE (92.3 FM), WGAN (93.1, 100.9, 101.9) or watch Channel 6, 8 or 13 television stations. Please do not call the school on such occasions. **It is recommended that students, parents and guardians download the RSU 10 app to receive phone updates and instant messages.**



#### **IX. Telephone**

Students must use the office phone only in case of an emergency or illness. Students may use

in-room phones for other reasons, with teacher permission. The cafeteria phone is available for students to use at lunch and before and after school with staff permission.

## **X. Library**

The library is open most days during school. Arrangements may be made with the librarian to use the library before or after school, as well. Students may visit with their class or on their own with teacher permission. The library loans books and audio books for two weeks at a time, and videos for three days at a time. If library materials are lost or destroyed, students will be billed for the cost of replacement materials.

## **Instructional and Library Media Materials Selection Policy (IJJ)**

## **XI. Guidance**

Guidance and counseling is an essential part of middle school education. Services are available as needed to all students, whether they are personal, social, or academic. The school Guidance Counselor can help make connections to outside social work or counseling services, upon request.

## **XII. Physical Education**

All students will participate in physical education. Students are expected to wear sneakers and appropriate clothing that allows for safe participation in all activities. Changing up for PE is optional, as is showering at the conclusion of class. Students who cannot participate in physical education must provide documentation from a physician to be excused.

## **XIII. Fire Drills**

Fire drill instructions are posted in each room. Students are expected to exit the building in a quick, quiet and orderly manner.

## **XIV. Emergency Evacuation**

In case of emergency evacuation, students will be taken to a safe place away from Mountain Valley Middle School. RSU #10 will continue to provide transportation and emergency pick up locations will be communicated to parents and guardians. Please do not call the school or the emergency site as phones will be used for emergency purposes only.

## **XV. Care of School Property**

It is the responsibility of the students' family to look after school property entrusted to them (books, uniforms, lockers, technology, etc). If family has difficulty paying for lost or damaged property please contact the main office.

## **XVI. Lockers/Personal Items**

On the first day of school each student will be provided with a locker. Private locks will be allowed if a key or combination is provided to the office (they may be cut off in case of an emergency with replacement at student expense). Lockers are the property of Mountain Valley Middle School and they or their contents may be inspected at any time. Students should not bring valuable items to school. The school assumes no responsibility for the loss of personal property.

## **XVII. Medication**

Students may not carry their own medication. The only exceptions to this policy are cough drops, an inhaler or epi-pen that must be used on an "as needed" basis. Parents must bring all

prescription medication to the office in its original container and a Permission To Administer Medication In School form must be submitted to the office along with the orders and the signature of the prescribing physician. (Copy of the prescription))

#### [Administering Medication to Students Policy \(JLCD\)](#)

### **XVIII. Education Research: Student Submission to Surveys, Analyses, or Evaluations.**

No student shall be required as part of any program wholly or partially funded by the U.S. Department of Education to Submit to a survey analyses, or evaluation that reveals personal information.

#### [Student Submission to Surveys, Analyses, or Evaluations Policy \(ILD\)](#)

### **XIX. Pest Management in School Facilities and on School Grounds**

The objective of the RSU 10 Integrated Pest Management (IPM) program is to provide effective pest control while minimizing pesticide use. The goals of the IPM program include managing pests to reduce any potential hazards to human health; preventing loss or damage to school structures or property; preventing pests from spreading beyond the site of infestation to other school property; and enhancing the quality of life for students, staff and others.

#### [Pest Management Policy \(ECB\)](#)

### **XX. RSU #10 Asbestos Notice**

As required by Federal Law this Annual Notification of Asbestos-Containing Buildings Material (ACBM) is posted. All schools/buildings in RSU #10 have been inspected for the presence of ACBM. A written plan for the management of the ACBM's has been developed. The asbestos management plan identifies the type and locations of ACBM's in school buildings and outlines operational procedures for proper building maintenance to minimize exposure to asbestos hazards. The District also maintains records of all asbestos re-inspections, surveillance activities, and response actions. These records are available for inspection at the Central Office.

### **XXI. Computer/Internet Use**

Students may use school computers, networks and internet services only for educational purposes. Students shall comply with all policies and rules governing acceptable use. Unacceptable use may result in suspension or cancellation of computer privileges as well as additional disciplinary and/or legal action.

### **XXII. Laptops**

Grades 5 and 6 will have access to laptops for educational purposes that will remain at school and not be taken home. Grades 7 and 8 students will have access to laptops that will be available to take home upon guardian permission, usage education and insurance purchase. Student laptops are the property of the State of Maine and are managed by RSU 10 personnel. School administration may require students to leave laptops at school during periods of academic testing, teacher history/maintenance checks, for upgrades and/or for disciplinary reasons.

[Student Computer and Internet Use Policy \(IJNDB\)](#)  
[Student Computer and Internet Use Rules \(INJDB-R\)](#)  
[Acknowledgement Form \(IJNDB-E\)](#)

**XXIII. Dress Code**

EDUCATIONAL POLICIES OF  
REGIONAL SCHOOL UNIT NO. 10

POLICY: JICA  
REVISIONS ADOPTED: 6/6/22

**Student Dress**

The RSU #10 Board recognizes that responsibility for the dress and appearance of students rests with individual students and their parent(s)/guardian(s). The Board will not interfere with this right unless the personal choices of students create a disruptive influence on the school program or affect the health or safety of others. Students are encouraged to use sound judgment and reflect respect for themselves and others in dress and grooming. In keeping with the goals of the school unit to provide a safe, healthy, and non-discriminatory environment for educating students for maximum academic and social development, the following restrictions on dress shall be enforced.

A. Articles of clothing that promote the use of tobacco, alcohol, other drugs or paraphernalia may not be worn on school grounds (when school is in session) or at school functions.

B. Clothing, footwear, insignia, or accessories that are intended to identify the wearer as a member of a particular gang are prohibited.

C. Articles of clothing with displays that are sexual, vulgar, lewd, or indecent or include insulting words, graphics or symbols (e.g., racial/ethnic slurs) are impermissible.

D. Clothing that inappropriately exposes one's body parts, or inappropriately exposes one's cleavage, chest, belly, buttocks, or undergarments for both males and females:

- No more than 2" of midriff/torso showing at high school.
- The lowest part of the neckline of shirts must meet the top of the armpit.
- Sides of shirts must meet the armpit.
- Shorts and/or skirts must fully always cover the butt.
- Strapless garments are prohibited.
- Torn clothing must not expose skin above the short/skirt level.

E. Clothing that is destructive of school property (e.g., cleats, spiked or studded clothing, pants with metal inserts that scratch furniture, etc.) are prohibited.

F. Bare feet or stocking feet are prohibited.

G. Hoods and other similar types of head or face coverings may not be worn in any school building when school is in session, except for religious/other reasons as approved by the principal.

H. Clothing with confederate flags is prohibited at all times.

School administrators or teachers may require special clothing for health and safety reasons for students participating in physical education, certain extracurricular activities, work with or around machines or other activities. However, no specific brand may be required.

All Students are expected to adhere to RSU #10 dress policy. All Administrators, faculty and staff will monitor. Consequences for students who do not comply with the dress policy shall be administered as determined by the building Principal/Director, Assistant Principal/Director or designee using standard disciplinary guidelines as outlined in each school's parent/student handbook.

The Superintendent is responsible for the development of any administrative procedures necessary to implement this policy.

This policy will be published annually in the student handbooks.

Cross Reference: JIC – Student Code of Conduct

Adopted: 9/14/2020

First Reading of Revision: 04/11/2022, 5/16/22

Second Reading and Adoption: 6/6/22

[Dress Code Policy \(JICA\)](#)

[Dress Code Policy Procedure \(JICA-R\)](#)

## **ABSENTEEISM/TARDINESS**

### **I. Student Absence**

There are times when a student is too ill to attend school or when emergency situations arise that prevent perfect attendance. **All parents are requested to call the school when their child is ill and unable to attend school.** If the parent does not call, the school will call home or work to notify the parent of the student's absence. Students returning to school after an absence must bring a parent note explaining the absence if no prior contact has been made. A student is considered chronically absent after 18 absences in a school year, whether excused or unexcused.

State law defines excusable absences as follows:

- i. Personal illness
- ii. Appointments with health or legal professionals
- iii. Religious holidays
- iv. Family emergencies
- v. A planned absence with personal or educational purpose, which has been approved in advance. Please request a field trip package from the office.

Absences for other reasons will be considered on an individual basis.

### **II. Students of Concern: Unexcused Absence and Truancy**

Habitual absences will be dealt with through parent communication and/or referral to the school counselor, social workers, and student assistance teams. Referral to the superintendent can include law enforcement and Department of Health and Human Services involvement.

In Grades 5 and 6 truancy is defined as:

- 7 full days of unexcused absence and at least the age of 7 and NOT completed Grade 6



- 5 consecutive days of unexcused absence and at least the age of 7 and NOT completed Grade 6

In Grades 7 and 8 truancy is defined as:

- 10 full days of unexcused absence and completed Grade 6
- 7 consecutive days of unexcused absence and completed Grade 6

Unexcused or habitual absences will result in the following;

- A call from the teacher after 3 absences
- Warning letter at 5 absences
- At 7 absences, parents will be invited to a team meeting to create an attendance plan.
- After ten absences, the student will be designated as truant and further action may be required.

[Compulsory Attendance Policy \(JEA\)](#)

[Parent Notification of Student Absence \(JED\)](#)

[Student Attendance/Student Absences and Tardiness Policy \(JEAA\)](#)

[Truancy Policy \(JHB\)](#)

### **III. Make-Up Procedure**

It is the RESPONSIBILITY OF THE STUDENT who is absent from school to contact his/her teacher and to make up the work missed. The student will be allowed to make up work and each teacher will set a deadline for make-up work to be completed. Unless there are extenuating circumstances, not completing make-up work within the specified time limit will result in the work not being graded

### **IV. Absence and Participation in Extra- and Co-Curricular Activities**

Tardy or absent students will not be allowed to participate in co-curricular activities that day unless they ask permission to participate and receive permission to participate from the Principal or Assistant Principal.

## **ACADEMICS**

### **I. Grading System**

At Mountain Valley Middle School grades are meant to reflect student achievement and accomplishments. In order to accomplish this, grades will be determined using assessments, projects, quizzes, written assignments, etc., and will be reflected in a 0-4 grading system. The grading system at Mountain Valley Middle School will be as follows:

### **II. Academic Achievement Scoring Guide**

Academic Achievement Proficiency Scores are communicated on a four-point scale with two mid-point scores and incomplete as additional options. A student's Academic Achievement Scores will be used to determine such things as GPA, class-rank, and credits applied toward graduation. Teachers will use the scales within the grading system to score assessments.

Score	Definition of Performance
4	In addition to the 3.0 knowledge, infers or applies in a new context or to a higher level
3.5	Demonstrates all of a score of 3 and some aspects of a 4
3	Is proficient with complex targeted knowledge (concepts, principles, processes)
2.5	Demonstrates all of a score of 2 and some aspects of a 3
2	Is proficient on foundation knowledge (skills, terms, details)
1.5	Demonstrates some aspects of a 2
1	With help, can do Level 2 work
INC	Zero indicates that work has not been passed in but the assignments are open for completion or replacement based on school procedures.

### **III. Progress Reports**

Progress reports will be sent home with students on a trimester basis. Progress reports will reflect student progress in relevant standards within each subject. Progress reports will also indicate whether students are working at a pace necessary to meet annual requirements.

### **IV. Homework**

RSU #10 believes that homework should be an extension of the school day. It should provide reinforcement, enrichment, teach responsibility, develop study skills, promote the home/school connection, and encourage new learning and foster independence.

### **V. Assessment Replacement Policy**

Failed assessments may be reassessed if the student demonstrates to the teacher that they now understand the information. It is the student's responsibility to make arrangements for reassessment in a timely manner.

### **VI. Students of Concern: Academic Warning**

Students who have not been putting in the effort required to continue forward movement toward attaining standards or who have not made the effort to remediate and reassess will be placed on Academic Warning. Students on Academic Warning can still participate in all co- and extra-curricular activities. Student who have improved effort and achievement, but have still not met teacher expectations in regards to learning goals, can remain on Academic Warning indefinitely.

### **VII. Students of Concern: Academic Probation**

If after a two-week period on Academic Warning, students who have not improved their effort and have not made the necessary arrangements with teachers, in order to do so, will be placed on Academic Probation. Students on Academic Probation cannot participate in co- and extra-curricular activities.

### **VIII. Standardized Assessment**

Grades 6-8 will take the NWEA assessment in the fall, and spring of each year per RSU policy. Winter testing may be done as required. Other assessments will be administered as required by state and federal law.

### **IX. Renaissance Program**

The Renaissance Program at Mountain Valley Middle School promotes and rewards the academic achievement and citizenship of its students. Working jointly with area businesses, Renaissance seeks to recognize individuals and reinforce personal and school pride through positive tangible incentives.

### **X. Grade Retention**

See policy attached (at end of handbook).

### **XI. Child Find**

RSU 10 seeks to ensure that all children within its jurisdiction are identified located and evaluated who are school-age, 5 through the school year in which they turn 20, and who are in need of special education and supportive assistance—including homeless children, state wards, state agency clients, students who have been suspended or expelled, children attending private schools receiving home instruction, children incarcerated in county jails, children who have the equivalent of 10 full days of unexcused absences or seven consecutive school days of unexcused absences during the school year, highly mobile children (including migrant or homeless), and children who are suspected of being disabled and in need of special education and supportive assistance even though they are advancing from grade to grade.

#### **[Child Find Policy \(IHBAC\)](#)**

### **XII. Academic Cheating/Plagiarism**

Academic cheating is any attempt to gain an unfair advantage in grades through dishonest performance on an assignment or examination. Examples of cheating include copying (or allowing to copy) assignments, unauthorized use of notation aids, looking at another student's work during a test situation, procuring, previewing or supplying examinations ahead of time, and plagiarism. Plagiarism is the use of another's words without clearly giving credit to the original author.

Mountain Valley Middle School expects students to maintain the highest academic morality. Students found to be cheating will be dealt with by the teacher and/or principal in one or more of the following manners based on the severity of the situation:

- i. Alternate assignment
- ii. A reduction in grade or no credit on the assignment
- iii. A parental contact/ 2 nights detention
- iv. Suspension from school

### **EXTRA- AND CO-CURRICULAR ACTIVITIES**

## **I. Co- /Extra-Curricular Code of Conduct**

Students must follow all Board policies and school rules while participating in co-curricular and extra-curricular activities. In addition, a separate policy has been developed governing the behavior of students participating in these activities. Students who violate this policy may be subject to suspension or removal from the team/activity as well as additional disciplinary action under applicable Board policies and /or school rules.

## **II. Co-Curricular Policies**

- i. In order to participate in activities the student must be present in school all day. If the student is not in school, they must have permission from the Principal or Assistant Principal to participate.
- ii. Team members may be suspended for unsportsmanlike conduct or for failing to meet the behavioral expectations of the school.
- iii. Players are financially responsible for all equipment issued to them.
- iv. In conjunction with RSU 10 policy, there will be no use or possession of tobacco, alcohol or other illegal substances.
- v. All participants are expected to travel on school-supplied transportation. Exception: Students may ride home from events with their parents, relative, or friends if a written permission are given to the Principal in advance. Permission slips can also be given to the coach/advisor by the parent.
- vi. Students leaving practice or games should exit through the back locker room doors and be picked up behind the school. Under no circumstances should students enter the lobby or classroom areas without staff supervision.
- vii. Inappropriate behavior, in or out of school, that reflects on MVMS or its students may be grounds for suspension.

## **III. Sports Participation (Insurance)**

Any student representing the school in an athletic activity must have personal accident insurance and a physical that is less than two years old. As a convenience to the student, the school provides information/forms with private agencies to help students purchase health and accident insurance. IT IS NOT THE SCHOOL'S INSURANCE.

[Eligibility for Participation in Co and Extra-Curricular Activities Policy \(JJJ\)](#)  
[Management of Concussion and Head Injuries \(JJIF\)](#)  
[Concussion Information Sheet \(JJIF-E\)](#)

## **IV. Physical Examinations of for Co-Curricular Participation**

A physical examination is required every two years for all participants in school sports.

## Physical Examinations Policy (JLCA)

### **V. Letter Awards**

To earn a school letter a student must accumulate 25 points. After the first 25 points an achievement pin will be awarded for each additional 15 points. Sports and Honor Roll will be worth 5 points and the value of other activities including service to the school or community, community sports programs, dance or music will be determined by the Principal.

## **Discipline**

### **I. Student Behavior**

Students are expected to conduct themselves according to the Code of Conduct. They should use good judgment and respect the rights and feelings of others. This section applies to any student who is on school property, who is in attendance at school or at any school-sponsored activity, or whose conduct at any time or place directly interferes with the operations, discipline or general welfare of the school.

We believe children choose their behavior and should be held responsible for their actions. We believe that both parents and the school have a responsibility for guiding student behavior, that the school is a place for learning and that no student should be allowed to disrupt the education of others.

## **DISCIPLINE POLICY**

### **I. Discipline Ladder**

The primary responsibility for student discipline rests with the classroom teacher, however, if the office is asked to intervene and deal with disruptive behavior that originates in the classroom the following procedures will be used:

- **Use or possession of a weapon, a weapon look-a-like, or an item used as a weapon on school grounds or in school provided transportation will result in immediate suspension and possibly an expulsion hearing.**
- If a student is sent to the office from a classroom more than once in any particular day he/she will be sent home immediately and will move 1 step up on the discipline ladder.
- A student will move back 1 step on the discipline ladder for each (4) four-week period of good behavior (not sent to the office from class).

### **II. Office Detention**

Students must report on time (2:30) with work to do or a book to read. Students will be released

at 3:15 P.M. and must find their own transportation. Students will receive 24-hour notice of detention days. At the discretion of the detention supervisor, good behavior may result in 3:00 pm dismissal of the second day of consecutive detentions.

If a student needs to be removed from detention because of poor behavior further discipline steps will be taken (usually Friday detention). Friday detentions are from 2:30 P.M. to 6:00 P.M.

### **III. Skipping Detentions**

If office or teacher detentions are skipped, it will result in 2 Nights Detention or Late Friday Detention. If a student continually skips detention he/she will serve an in-school suspension. If Late Friday detention is skipped, 2 days of in-school suspension will occur.

### **III. Major School Offenses**

Major school offenses will be dealt with on an individual basis but never at less than step 3 of the discipline ladder. Major school offenses include but are not limited to:

#### **i. Violence and Threats**

Students shall not engage in violent or threatening behavior. Prohibited behavior includes fighting, assault and/or battery, taking hostages, threats to commit violence against persons or property, or threats, intimidation, or harassment. Violations may result in disciplinary action up to and including expulsion.

#### **ii. Weapons**

Students shall not possess or use weapons of any kind (examples include but are not limited to firearms, explosives, and knives). Students also shall not use any object, although not necessarily designed to be a weapon, to inflict bodily harm and/or threaten, intimidate, coerce or harass another person (examples include but are not limited to bats, lighters, tools and toy weapons). Firearms violations will result in expulsion in accordance with state and federal statutes; other weapons violations may result in disciplinary action up to and including expulsion.

#### **Weapons, Violence and School Safety Policy (JICIA)**

#### **iii. Bomb Threats**

The Superintendent of Schools and/or his designee shall be provided the flexibility to deal with a possible bomb threat. The Superintendent of Schools may elect not to evacuate, may evacuate to other sites or may institute a lock down of the facility in accordance with recommendations acquired through training received on how to deal with prospective threats. Students or others involved in making bomb threats may be subject to legal action and school disciplinary action, up to and including expulsion.

#### **Bomb Threats Policy (EBCC)**

#### **iv. Hazing**

Hazing is prohibited. Maine law defines injurious hazing as “any action or situation, including harassing behavior, that recklessly or intentionally endangers the mental or physical health of any school personnel or a student enrolled in a public school.” No student shall plan, encourage or engage in such activities in connection with any school program or activity, including extra-curricular, co-curricular and athletic

activities. Students who engage in hazing activities are subject to suspension, expulsion and/or other disciplinary measures.

**v. Discrimination and Harassment/Sexual Harassment**

Students should not discriminate against other students on the basis of race, color, sex, religion, ancestry, national origin or disability. Nor should students harass one another on the basis of race, colors, sex, religion, ancestry, or national origin or disability. Sexual Harassment is also prohibited. Harassment is grounds for disciplinary action up to and including expulsion.

[Harassment and Sexual Harassment of Students \(ACAA\)](#)  
[Nondiscrimination, Equal Opportunity, and Affirmative Action Policy \(AC\)](#)

**vi. Drug and Alcohol Use**

Students shall not distribute, possess, use or be under the influence of any alcoholic beverage, drug, or look-alike substance as described in Board policy. Violations may result in disciplinary action up to and including expulsion from school.

[Drug and Alcohol Use Policy \(JICH\)](#)  
[Procedure \(JICH-R\)](#)

**vii. Tobacco Use**

Students shall not smoke, use, possess, sell or distribute any tobacco products. Violations of this policy may result in disciplinary action up to and including suspension from school.

[Tobacco Use and Possession Policy \(ADC\)](#)  
[Procedure \(ADC-R\)](#)

**viii. Vandalism/Theft**

**ix. Extreme disrespect to staff**

**x. Misbehavior on field trips or at co-curricular activities**

**xi. Any activity that is dangerous to others**

**Note: These are guidelines only, and more serious discipline, up to and including expulsion, may be imposed for any offense when the administration determines that the offense warrants such action.**

**IV. Conduct on School Buses**

Students must comply with all board policies and school rules while on school buses. Students who violate these policies and rules on a school bus may have their riding privileges suspended or revoked, any may also be subject to additional disciplinary action, up to and including expulsion, depending upon the particular violation.

[Student Conduct on School Buses Policy \(EEABB\)](#)  
[Student Conduct on Buses Rules \(EEABB-R\)](#)

## **V. Questioning and Searches of Students**

Students, their personal property, their vehicles, may be searched upon reasonable suspensions that they possess any items or substances which are prohibited by law, Board policies and/or school rules, or which interfere with the operations, discipline or general welfare of the school.

Students have no expectations of privacy in school storage facilities or for any items placed in such storage facilities. School administrators have the authority to inspect storage facilities and their contents on a random basis, with or without reasonable suspicion, and without notice or consent. Canine officers may be used.

### **Questioning and Searches of Students Policy (JIH)**

## **VI. Physical Restraint and Seclusion**

Physical restraint and seclusion may only be used as an emergency intervention when the behavior of a student presents an imminent risk of injury or harm to the student or others.

### **Physical Restraint and Seclusion Policy (JKAA)**

### **Physical Restraint and Seclusion Procedures (JKAA-R)**

### **MVMS Aggressive Behavior Discipline Rubric**

**Definition:** *Bullying occurs when an individual or individuals choose to inflict physical, verbal or emotional distress on other people.*

<b><u>Behaviors</u></b>	<b><u>1<sup>st</sup> Time</u></b>	<b><u>2<sup>nd</sup> Time</u></b>	<b><u>3<sup>rd</sup> Time</u></b>	<b><u>4<sup>th</sup> Time</u></b>
<b>Teasing or Exclusion</b>	<b>1 Lunch Detention</b> <ul style="list-style-type: none"><li>• student calls home</li><li>• staff fill out report form</li><li>• written student reflection</li></ul>	<b>2 Lunch Detentions</b> <ul style="list-style-type: none"><li>• student calls home</li><li>• staff fill out report form</li><li>• written student reflection</li></ul>	<b>Classes only, loss of all social time. Including after school.</b> <ul style="list-style-type: none"><li>• student calls home</li><li>• staff fill out report</li><li>• create individual plan to deal with bullying</li><li>• written student reflection</li></ul>	<b>As described in the Individual Behavior Plan.</b> <b>If there is no plan suspended for one day – plus classes only.</b>
<b>Hitting or Physical Contact</b>	<b>2 Lunch Detentions</b> <ul style="list-style-type: none"><li>• student calls home</li><li>• staff fill out report form</li><li>• written student</li></ul>	<b>Classes only, loss of all social time. Including after school.</b> <ul style="list-style-type: none"><li>• student calls home</li><li>• staff fill out report</li><li>• create individual plan to deal with bullying</li></ul>	<b>As described in the Individual Behavior Plan. If there is no plan suspended for one day – plus classes only.</b>	



	reflection	• written student reflection		
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\*Severe or Flagrant Bullying Behavior will be dealt with on an individual basis but at no less than classes only.

\* Examples of bullying include but are not limited to:

- Name calling                      -Pushing                                      -Taking/ Destroying property of others
- Making fun of                      -Tripping                                      -Excluding behaviors
- Harassing                              -Teasing                                      -Hitting/Kicking

### Bullying Policy (JICK)

EDUCATIONAL POLICIES OF SCHOOL  
REGIONAL SCHOOL UNIT NO. 10

FILE: JFCF

DATE ADOPTED: 4-6-99

### STUDENT HAZING

Maine statute defines injurious hazing as “any action or situation which recklessly or intentionally endangers the mental or physical health of a student enrolled in a public school.” It is the policy of the Board of Directors that injurious hazing activities of any type, either on or off school property, by any student, staff member, group or organization affiliated with this school unit, are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member, or other employee of the school unit shall encourage, permit, condone, or tolerate injurious hazing activities. No student, including leaders of students’ organizations, shall plan, encourage, or engage in injurious hazing activities. Persons not associated with this school unit who fail to abide by this policy may be subject to ejection from school property and/or other measures as may be available under the law. Administrators, faculty members, students, and all other employees who fail to abide by this policy may be subject to disciplinary action, which may include suspension, expulsion, or other appropriate measures. In the case of an organization affiliated with this school unit, which authorizes hazing, penalties may include rescission of permission for that organization to operate on school property or to receive any other benefit of affiliation with the school unit. These penalties shall be in addition to any civil or criminal penalties to which the violator or organization may be subject. A copy of this policy shall be included in all school, parent, and faculty handbooks or otherwise distributed to all school employees and students.

Legal Reference: 20-A MRSA § 6553

### RSU #10 AFFIRMATIVE ACTION PLAN

#### I. GENERAL POLICY STATEMENT

##### A. Statement of Non-Discrimination

RSU #10 (Regional School Unit #10) does not discriminate against employees or students on the basis of race, age, color, ancestry or national origin, religion, sex or physical or mental disability or Sexual orientation in admission to, access to, treatment in or employment in its programs and activities.

B. **Compliance with Anti-Discrimination Laws**

Opportunity Act  
RSU #10 recognizes its obligation to comply with the provisions of the Equal Employment  
of 1972 (P.L. 92-261), amending Title VII or the Civil Rights Act of 1964 (42.U.S.C. § 2000e et. seq.); Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et. seq.; Title VI of the Civil Rights Act of 1964 (42. U.S.C. § 200d et. seq.); the Age Discrimination in Employment Act of 1967, as amended (29 U.S.C. § 623 et. seq.); the Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et. seq.); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C § 794 et. seq.); the Americans With Disabilities Act of 1990 (42 U.S.C. § 12101 et. seq.); 20-A M.R.S.A. § 6553 (Prohibition of Hazing)

C. **Contacts for Inquiries or Complaints**

To make an inquiry or file a complaint concerning the above statement, an individual may contact one of the following:

Affirmative Action Officer  
RSU #10  
33 Nash Street  
Dixfield, ME 04224  
Telephone : 207-562-7254

Maine Human Rights Commission  
State House Station 51  
Augusta, ME 04333  
Telephone: 207-624-6050

U.S. Department of Education  
Office for Civil Rights  
33 Arch Street, Suite 900  
Boston, MA 02110-1491  
Telephone: 617-289-0111

D. **Compliant/Grievance Procedures**

Complaint/grievance procedures (outlines in Sections VIII and IX below) are available which provide for the prompt and equitable resolution of complaints alleging discrimination based on race, age, color ancestry or national origin, religion, sex or physical or mental disability or sexual orientation. Copies of the complaint/grievance procedures will made available to any interested person upon request at the offices of the Affirmative Action Officer.

**STAFF CONDUCT WITH STUDENTS (GBEG)**

The RSU #10 Board of Directors expects all staff members, including teachers, coaches, counselors, administrators and others, to maintain the highest professional, moral and ethical standards in their conduct with students. For the purposes of this policy, staff members also include school volunteers.

The intent of this policy is to ensure that the interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in an educational setting; and consistent with the educational mission of the schools.

## **GRADE RETENTION**

The Board recognizes the importance of decisions made regarding the promotion and retention of students enrolled within RSU #10. Promotion and retention decisions will be made in accordance with this policy.

In Grade EK – Grade 8, a student will be considered for retention if the student has not mastered the reading benchmarks at his/her level. Students not reading at this benchmark mastery level may be retained for a minimum of one year; provided the supports necessary to assist the student are unsuccessful. Remedial services will be provided to improve the child's skills. Grade retention meetings may occur for other reasons. Prior to retaining a student, the Promotion Team will explore all other education options available to the student.

The Building Administrator of each school within the district will create a Promotion Team. The Promotion Team will be composed of the student's parents, teachers, principal, a guidance counselor and other school personnel as is appropriate. The Promotion Team will be charged with discussing whether or not students will be retained. The Building Administrator will review the recommendation of the Promotion Team and will make the final decision regarding retention and/or promotion of students.

The Promotion Team will consider multiple measures when considering retention or promotion of a student. The criteria utilized to determine retention or promotion will include, but not be limited to:

- a. The student's academic potential is based on measurable data.
- b. The student's level of achievement.
- c. The student's health record.
- d. The student's social maturity and physical size, and
- e. The student's attitude and outside influences.

Students will be promoted only if they have fulfilled the necessary requirements for promotion.

There will be instances when the Promotion Team will need to develop a personal learning plan to ensure the success of a student who is being promoted to the next grade level. The personal learning plan shall consist, at a minimum, of specific goals, objectives, time line and remedial supports to be provided to the student. One copy of the personal learning plan will be placed in the student's cumulative folder and one will be provided to the parent.

Under no circumstances shall the retention or promotion of a student be a determination of the Individualized Education Plan or 504 Team level. Individual Education Plan and 504 Team responsibilities are prescribed by statute. Hence, retention and promotion decisions shall be referred to the Promotion Team.

The Promotion Team will be charged with writing the personal learning plan for any student who has been retained. The personal learning plan will include, at a minimum, an outline of specific goals, objectives, time line, remedial services and reinforcements to be provided to the student. One copy of the personal learning plan will be placed in the student's cumulative folder and one will be provided to the child's parent/guardian.

A student may graduate from Mountain Valley High School only after he/she has met the requirements set by the Board. It is incumbent upon the high school administration and faculty to develop remedial services and supports for those students having difficulty meeting the standards set forth within the courses that they need to satisfactorily graduate from high school.

Appropriate administrative procedures regarding Grade Retention shall be included within student/parent handbooks.

PROMOTION, RETENTION, AND ACCELERATION OF STUDENTS (IKE)