

Newport High School
Sugar River Valley Regional Technical Center



Parent/Student Handbook
School Year 2022-2023

245 North Main Street ♦ Newport, NH 03773

Phone: 603-865-9658 ♦ Fax: 603-863-0887

Website: sau43.org

HOME OF THE TIGERS

HEAR US **R.O.A.R.**

Respect

Ownership

Academic Excellence

Relationships

CORE VALUES AND BELIEFS

Vision Statement

The Newport community aspires to have a model school district which is dedicated to exemplary student engagement and academic excellence allowing ALL students to reach their maximum potential in a rapidly changing world.

Mission Statement

The mission of the Newport School District is to inspire, prepare and challenge ALL students with a relevant, rigorous curriculum, driven by outstanding instructional leaders in partnership with our families, businesses, and community, consistent with our core values.

Core Values

- **Student Achievement**

We believe Newport students require flexible opportunities and challenging standards to achieve their potential, to excel, and to become confident and motivated, engaged learners, capable of cooperation and collaboration.

- **Student Personal Growth**

We believe goal setting, perseverance, reflection, ethical decision making, self-advocacy, and respect for self and others are necessary for the personal growth of our students.

- **School Climate and Culture**

We believe Newport Schools strengthen personal and community pride by creating a safe, respectful, and caring environment that supports the physical, social, and emotional health of students. We promote empathy, tolerance, appreciation of diversity, and cultivate curiosity and creativity.

- **Staff**

The Newport School District staff prides itself on teamwork and embraces adaptability, reflection, mutual support, and ongoing professional development in the interest of continuous improvement and student success.

- **Innovation**

We expect Newport Schools to explore and implement innovative teaching practices, and provide tools and technologies; all of which are aligned with evidence based educational research; resulting in enhanced communication, collaboration, and meaningful learning for all students.

- **Resources**

We hold ourselves accountable for developing and managing a fiscally responsible budget that provides for appropriate staff, facilities, materials, technology and professional development.

- **Collaborative Community Partnerships**

We believe in a shared responsibility among the community, families, schools, and businesses to develop students with skills necessary for success in post-secondary education, workforce readiness, and civic engagement.

Accreditation Statement

Newport High School is accredited by the New England Association of Schools and Colleges (NEASC).

A globally recognized standard of excellence, NEASC Accreditation attests to a school's high quality and integrity.

The New England Association of Schools and Colleges (NEASC) is an independent, voluntary, nonprofit membership organization which partners with over 1500 public, independent, and international schools in the US and worldwide to assess, support, and promote high quality education for all students through accreditation, professional assistance, and pursuit of best practices. NEASC aspires to provide a process for meaningful, ongoing whole school improvement while honoring the unique culture and context of each institution we support. Founded in 1885, NEASC has been working to establish and maintain high standards for all levels of education longer than any other accreditation agency in the United States.

Accreditation is founded on the principle that comprehensive self-reflection followed by candid feedback from professional peers is essential to ongoing school improvement and achieving educational success. Guided by research-based standards, which are periodically reviewed and revised by leading New England educators, accreditation provides a clear direction for school communities striving to ensure their students receive outstanding educational experiences.

- Cameron C. Staples, President/CEO of NEASC

Grounded in the experience and expertise of practicing educators since 1885, NEASC Accreditation is a respected, effective, and time-tested methodology for school improvement and growth. It is not a single event, but rather an ongoing, voluntary cycle of comprehensive internal and external assessments, short- and long-term strategic planning, and periodic reporting sustained by professional partnership and support. It is intended to serve as a framework for schools to meet their own unique goals for student learning while maintaining alignment with research-based Standards for Accreditation that define the characteristics of high quality, effective learning communities. It also serves to assess the systems in place for ongoing institutional self-reflection and a school's commitment to and capacity for continuous growth and/or transformation.

©2021 NEASC. (n.d.). *Welcome / Overview of Accreditation*. New England Association of Schools and Colleges. <https://www.neasc.org/>.

TIGERS ROAR

Respect - for self and others

Ownership - of actions and achievement

Academic Excellence - for everyone

Relationships - to peers, to school, to community

Newport High School and SRVRTC's core values encourage a culture of **respect, ownership, academic excellence, and relationships for all students and staff**. These core values act as the foundational commitments to students and the Newport school community in all school-sponsored activities. **ROAR** enhances our school's mission, beliefs, and 21st century learning expectations. Newport High School and SRVRTC are committed to improving student achievement and graduating students who represent Newport School District's core values.

Home-to-School Compact

Our goals for all students:

- Self-directed learners
- Effective communicators
- Critical thinkers and problem solvers
- Informed decision makers
- Cooperative workers
- Goal setters who establish and follow through on goals

The staff agrees to support your child's learning and:

- Provide a high quality curriculum with a focus on reading, writing, and mathematics
- Provide instruction and practice at each student's level
- Teach the whole child
- Set high expectations for all students and encourage all students to do their best
- Provide materials for home practice
- Share progress, goals, and concerns with parents

We ask that parents of Newport students agree to support your child's learning by:

- Sending your children to school on time and ready to learn
- Encouraging your children to read.
- Encourage your children to use the library
- Providing a time and place to study
- Encouraging your children daily to tell you about their school experience
- Communicating concerns with school staff and attending parent-teacher conferences

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SAU 43 INFORMATION

NEWPORT SCHOOL DISTRICT MISSION

The mission of the Newport School District is to inspire, prepare and challenge ALL students with a relevant, rigorous curriculum, driven by outstanding instructional leaders in partnership with our families, businesses, and community, consistent with our core values.

NEWPORT SCHOOL DISTRICT SCHOOL BOARD

The Newport School Board normally meets on the second and fourth Thursdays of the month. The meetings begin at 5:00 PM in the Lou Thompson Room in the Sugar River Valley Regional Technical Center. The meeting dates and times can also be found on the school website, www.sau43.org. All meetings are open to the public and citizens of Newport, Croydon, and Goshen are welcomed and encouraged to attend.

Jenna Darling (Chair)
92 S. Main Street
Newport, NH 03773
jdarling@sau43.org

Steven Morris (Vice Chair)
300 Barton Whitney Road
Newport, NH 03773
smorris@sau43.org

Timothy Beard
63 Green Road
Newport, NH 03773
tbeard@sau43.org

Bert Spaulding Sr.
Newport, NH 03773
bspaulding@sau43.org

William Wilkinson
25 Alexander Avenue
Newport, NH 03773
wwilkinson@sau43.org

NOTICE OF NONDISCRIMINATION

The Newport School District does not discriminate on the basis of race, color, religion, marital status, national/ethnic origin, age, sex, sexual orientation, or disability in its programs, activities and employment practices. This statement refers to, but is not limited to, the provisions of the following laws: Titles IV, VI, and VII of the Civil Rights Act of 1964; The Age Discrimination in Employment Act of 1967; The Age Discrimination Act of 1975; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; The Americans with Disabilities Act of 1990 (ADA); and NH RSA 354-A "Law Against Discrimination."

Any person having inquiries concerning compliance with the regulations or these laws may contact Donna Magoon, superintendent of SAU #43, 86 North Main Street, Newport, NH 03773, 603-865-9500. Additional State resources include Lisa K. Hinson-Hatz, Title IX Coordinator/Director, Bureau of Vocational Rehabilitation @ 21 South Fruit Street, Suite 20, Concord, NH 03301 (603) 271-7080, Lisa.K.Hatz@doe.nh.gov; Danielle Pelletier, Section 504 Coordinator, NH Department of Education/NH Vocational Rehabilitation, 21 South Fruit Street Suite 20, Concord, NH 03301, (603) 271-3737, danielle.pelletier@doe.nh.gov and Boston Office of Civil Rights (OCR), US Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921, (617) 289-0111, OCR.Boston@ed.gov.

Inquiries regarding Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and/or Title II of the Americans with Disabilities Act of 1990 also, or instead, may be directed to Boston Office/Office for Civil Rights, US Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921, (617) 289-0111.

Additional, inquiries may also be directed to the NH Commission for Human Rights, 2 Chenell Drive, Concord, NH 03301-8501, (603) 271-2767; Equal Employment Opportunity Commission (EEOC), 1 Congress Street, Room 100, 10th Floor, Boston, MA 02114, (617) 565-3200 and the US Department of Education/Office for Civil Rights, Lyndon Baines Johnson Department of Education Bldg., 400 Maryland Avenue, SW, Washington, DC 20202-1100, 800-421-3481, OCR@ed.gov

Any person having a complaint or seeking a copy of the district's grievance procedure may contact Brynn Kane, Title IX Coordinator of SAU #43, 86 N. Main Street, Newport, NH 03773, 603-865-9500. [See NSB Policy AC]

Newport High School & CTE Faculty & Staff 2022-2023

Administration

Sarah Fischer, Assistant Principal
Shannon L. Martin, Principal
Eric Perry, Interim CTE Director
Melinda Laro, Special Education Coordinator

Administrative Assistants

Kristie Howe, Admin. Assistant, CTE Director
Shannon O'Connor, Admin. Assistant, Special Ed.
Linda Richardson, Main Office Admin. Assistant
Terrie Scott, Admin. Assistant, HS Principal
Nancy Wilmot, Admin. Assistant, School Counseling

Student Services

Christine Ball, Family Community Liaison
Haley Cotrupi, School Support Specialist
Kassy Helie, RN, Nurse
Rachel Loseby, Student Assistance Program Counselor

School Counseling

Eva Johnson, School Counselor
Hannah O'Connell, College & Career Counselor
Hayley Sharp, School Counselor

Athletic Director

Jeff Miller

High School Faculty

Amanda Bettelyoun, Health/FACS
Sarah Bilodeau, Spanish
Zachary Burrows, English
Tom Ciglar, Social Studies
Paula Fish, English
Sarah Griffin, Physical Education
Ethan Houde, Social Studies
Alexa Keough, English
Elizabeth Masure, Science

High School Faculty (continued)

Edward Oberhofer, Math
Phyllis Peng, Math
Christian Slater, Art
Tim Spanos, Social Studies
Cyndi Stevens, Science
Alexander Stewart, Music
Robert Sullivan, Math

Career & Technical Education Faculty

Kelley Bousquet, Health Science Technology
Sarah Forrett, Business & Marketing
Amanda Hodge, Cosmetology
Sam Nelson, Forestry & Natural Resources
Peter Rosenson, Automotive Technology
Graham Scott, Engineering
Deborah Stevens, Animal & Plant Sciences
Heather Wells, Welding Technology

Special Education Services Staff

Deana Crucitti, Special Ed Case Manager
Carol Gouin, Speech Assistant
Andrea Nogueron, School Psychologist
TBD, Partner Program Coordinator
TBD, Special Ed Case Manager
Janet Russell, Speech Therapist
Susan Sanborn, Special Ed Case Manager

Paraeducators

Angela Cameron
Sue Cote
Greg Eddy
Tammy Emery
Lisa Gilson
Iris Nemeth
Betty Spooner

SAU #43- Newport School District
Inspire | Prepare | Challenge
2022-2023 SCHOOL YEAR CALENDAR

22nd-23rd New Teacher Days

24th-26th Teacher Professional Development

29th - 30th Orientation Days

31st 1st Full Day of School

Days = 3

AUGUST '22						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

2nd-5th Labor Day Weekend

13th Teacher Professional Development

Days = 19

7th Teacher Professional Development

10th Columbus Day Holiday

Days = 19

OCTOBER '22						
S	M	T	W	Th	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

8th Teacher Professional Development

11th Veterans Day

23rd-25th Thanksgiving Break

Days = 17

22nd-2nd Holiday Break

Days = 15

DECEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

13th Teacher Professional Development

16th Civil Rights Day

Days = 19

10th Teacher Professional Development

27th-28th Winter Break

Days = 17

FEBRUARY '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1st - 3rd Winter Break

14th Teacher Professional Development

Days = 19

7th - Student Early Release

24th-28th Spring Break

Days = 15

APRIL '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

MAY '23						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

9th Voting - No School

29th Memorial Day Holiday

Days = 21

14th Graduation Day

15th Possible 175th Day

16th Teacher Professional Development Day*

*Teacher PD follows the last student day of the year

MU Possible make up days

Days = 11

JUNE '23						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	mu	mu	21	22	23	24
25	26	27	28	29	30	

175 Student days

185 Teacher days

AY2022-2023: Adopted by School Board 6/9/2022

High School Bell Schedule

(Advisory is held the first day of each week, during the WIN period.)

7:30-8:53	Block A 83 min	Period 1 40 min	7:30-8:10
		Passing	8:10-8:13
		Period 2 40 min	8:13-8:53
Passing (8:53-8:56)			
ADV/WIN (8:56-9:27) 31 min			
Passing (9:27-9:30)			
9:30-10:53	Block B 83 min	Period 3 40 min	9:30-10:10
		Passing	10:10-10:13
		Period 4 40 min	10:13-10:53
Passing (10:53-10:56)			
10:56-11:26	Lunch 1 30 min	10:56-12:19	Block C 83 min
11:26-12:49 Block C	11:26-12:06 Period 5		
	12:06-12:09		
	12:09-12:49 Period 6	12:19-12:49	Lunch 2 30 min
Passing (12:49-12:52)			
12:52-2:15	Block D 83 min	Period 7 40 min	12:52-1:32
		Passing	1:32-1:35
		Period 8 40 min	1:35-2:15

**SY 22-23 EARLY RELEASE SCHEDULE
(NO Advisory/WIN)**

7:30-8:20	Block A 50 min	Period 1 24 min	7:30-7:54
		Passing	7:54-7:56
		Period 2 24 min	7:56-8:20
Passing (8:20-8:23)			
8:23-9:13	Block B 50 min	Period 3 24 min	8:23-8:47
		Passing	8:47-8:49
		Period 4 24 min	8:49-9:13
Passing (9:13-9:16)			
9:16-10:06	Block C 50 min	Period 5 24 min	9:16-9:40
		Passing	9:40-9:42
		Period 6 24 min	9:42-10:06
Passing (10:06-10:09)			
10:09-10:59	Block D 50 min	Period 7 24 min	10:09-10:33
		Passing	10:33-10:35
		Period 8 24 min	10:35-10:59
Lunch (11:00-11:30)			

**SY 22-23 DELAYED OPENING SCHEDULE
(NO Advisory/WIN)**

9:30-10:32	Block A 62 min	Period 1 30 min	9:30-10:00
		Passing	10:00-10:02
		Period 2 30 min	10:02-10:32
Passing (10:32-10:34)			
10:34-11:36	Block B 62 min	Period 3 30 min	10:34-11:04
		Passing	11:04-11:06
		Period 4 30 min	11:06-11:36
Passing (11:36-11:38)			
11:38-12:08	Lunch 1 30 min	11:38-12:40	Block C 62 min
12:09-1:11 Block C	12:09-12:39 Period 5		
	12:39-12:41		
	12:41-1:11 Period 6	12:41-1:11	Lunch 2 30 min
Passing (1:11-1:13)			
1:13-2:15	Block D 62 min	Period 7 30 min	1:13-1:43
		Passing	1:43-1:45
		Period 8 30 min	1:45-2:15

COMMUNICATION PROTOCOL

Communication between home and school is important to the success of our students. We hope this guide helps to connect you with a professional best suited to fit your needs. **If you have time-sensitive communication, please reach out via school phone (603-865-9658).** Staff typically respond to email within forty-eight hours or two business days. Click on the appropriate heading for a link to staff contact information.

The following individuals are the best contacts for questions related to course content, instruction, assessment, reassessment, make-up work, etc. These professionals work closely with your student on a daily basis:

Teacher/Case Manager	Activity/Club/Class Advisor	Coach
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The following individuals are the best contacts for questions about What I Need (WIN), digital portfolios, etc. These professionals work with your student on a weekly basis during advisory:

Student's advisor as listed in your students schedule (may redirect you accordingly).

The following individuals can provide broader support and information on our school programs, offerings, extracurricular activities, supports, scheduling, etc. for your student. These professionals work to create an engaging and supportive school environment at the building level:

Department Leader	School Counselor	College and Career Counselor	Athletic Director	Special Ed. Coordinator
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The following individuals are the best contacts for any building need, student concern and support, etc. These professionals work to ensure a safe and welcoming environment at the building level:

Student Assistance Program Counselor	Family Community Liaison	Student Support Specialist (HS)	Assistant Principal
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Principal

The following individuals are the best contacts for needs and questions that span more broadly or are district related. These professionals work at the district level:

Director of Student Services	Director of Curriculum, Assessment and Instruction
--	--

Superintendent

HIGH SCHOOL PROCEDURES

Related Policy: Section J Students Policies and Procedures

Attendance Expectations

One of the Newport School Board's goals is high academic success leading to career and college readiness for every student. Regular attendance is a critical factor in school success. There is a direct relationship between regular attendance and good grades, improved social development, and on-time promotion and graduation rates. Conversely, frequent absences and/or tardies may lead to poor academic work, lack of social development, and possible academic failure. Research shows that attendance at the 96% level or higher has the best connection to academic success. Our goal is that each student will attend school at least 96% of the time.

Students enrolled in SRVRTC programs should carefully review the syllabus for their program. Some certifications and industry recognized credentials within these programs require specific hours for successful completion. Therefore, if a student misses too many days, or specific days, it is possible to pass the course but not earn the certification(s) for the program.

Missing school adds up quickly. The impact of missing school is more than you might expect. The following table reflects how absences negatively influence student learning.

Attendance during one school year	Equates to days absent	Which is approximately	Which means the number of lessons missed
Advanced 100%	0	0	0
Proficient (all excused) 99%	2	.04 weeks	11
96%	7	1.4 weeks	35
Basic 95%	9	1.8 weeks	45
90%	14	2.8 weeks	70
Below Basic 89%	19	3.8 weeks	95
85%	26	5.2 weeks	130
Critical (<85%) 84%	28	5.6 weeks	140
80%	35	7 weeks	175
DCYF (<75%) Abuse Neglect Intake 75%	44	8.8 weeks	220

When a student has five unexcused absences in any one class, the assistant school administrator will alert parents/guardians that the student is no longer in compliance with attendance expectations. A second letter will be issued when the student has eight unexcused absences.

Students and their parents/guardians will be required to meet with the assistant school administrator to develop an attendance plan once they have at least nine unexcused absences.

If a remote learning day(s) is announced by the school, attendance will be taken Monday through Friday during the student's regularly scheduled class. Students are expected to participate in remote learning during each of their scheduled class periods. A student will be considered present if their camera is on at the start of the course (long enough for the teacher to take attendance) or if they post a greeting in the chat. During student-directed activities, students will be considered present by posting in the virtual classroom, turning in assignments, and so on, during their scheduled class. If a student is unclear about how their attendance will be taken during a student-driven activity they should reach out to the instructor.

Absences

Notifying the school:

Parents must report absences (and reason for the absence) to the main office of Newport High School at 603-865-9658, prior to the start of school. There are answering machines with prompts to assist you at any time prior to the opening of the building.

If a child is absent for more than three consecutive days, a note from a doctor or other provider **must** be submitted to excuse the absence. The school nurse will help determine excused absences when a provider's note is not available.

If a parent fails to provide this information and fails to cooperate with the school nurse, the absence or tardy will be recorded as "unexcused" at the school administrator's discretion.

Students who are absent from school will not be allowed to participate in any co-curricular activities occurring on the day of the absence. This includes evening games. The school administrator can approve exceptions.

Excused Absences

Students must be in school unless the absence has been permitted or excused for one of the reasons listed below which may require documentation. Excessive excused absences will be addressed on a case-by-case basis to determine if there is a pattern of non-attendance. Please note that the student's physician must update documentation for long-term medical absences based on the approved medical plan.

Examples of documented **excused** absences include, but are not limited to:

- School-sponsored activities with administrative approval;
- Classes missed due to an individualized education plan or Section 504 plan;
- Extreme weather conditions as determined by the SAU administration;
- Illness of student or illness of an immediate family member or COVID-19 concern;
- Death in the family;
- Religious holidays of the student's own faith;
- Required court appearance or subpoena;
- Scheduled medical/dental appointments if such cannot be scheduled outside of normal school hours;
- College visitations as approved by administration/school counselor;
- Vacations that are pre-approved by administration;
- Chronic illness registered and verified with the school nurse and;

- The school administrator will determine if an absence is excused for any other reason not listed above.

Unexcused Absences

Absences not defined as excused are considered **unexcused**. Excessive unexcused absences will be addressed on a case-by-case basis to determine if there is a pattern of non-attendance. Examples of unexcused absences include, but are not limited to:

- Family vacations that are not pre-approved;
- Non-medical appointments;
- Childcare;
- Leaving school grounds without permission during normal school hours, and;
- Absences determined by the school administrator or designee to be unexcused for any other reason not listed above.

Truancy

An absence for any reason that does not meet the criteria for an excused absence is unexcused. A student who is absent from school or class with unexcused absences is truant. A student will be declared habitually truant when s/he has missed more than **ten half-days** of unexcused absences in one school year. For the purpose of this policy a “half-day” is defined as missing up to half the total minutes in a student’s scheduled school day. Missing more than half the total minutes in a student’s school day may constitute two half-day absences. Follow-up procedures will be instituted, pursuant to RSA 169-D – Child in Need of Services (CHINS).

CHINS / Educational Neglect Protocol

In order to execute a CHINS (child in need of services) petition, the district must demonstrate:

1. The district has followed its own protocols, including the full execution of an attendance plan.
2. The district has notified DCYF/Abuse Neglect Intake of attendance concerns for **unexcused absences that exceed 25% of instructional time**. This includes the cumulative effect of tardiness.
3. The district has executed a special education referral for non-identified students or a manifestation determination if a student has a qualifying disability to determine if the disability contributes to the truancy concern.
4. The district must involve the truancy officer with documentation to contact both the student and the parent/guardians.
5. The district must offer a voluntary CHINS to the family.
6. The district may offer diversion through Sullivan County or another approved agency as part of an attendance plan.
7. The district may offer parent education/support as part of an attendance plan.
8. As part of the petition, the district must make a determination as to the level of cooperation that the parent/guardian is executing in support of the student’s attendance.

Additional Rules as to Non-Attendance

Absences, with parent/guardian consent and/or as a result of in-school intervention or out-of-school suspension, that are excessive and interfere with a student’s educational program may require the school to follow-up with appropriate interventions through the court system as provided by RSA 193:16 and RSA 193:18.

Arrival Information For Grades 9-12

We welcome students and will unlock the main doors at 7:00 AM. Those students who would like breakfast may go directly to the cafeteria. All other students must wait in the main lobby areas until 7:20 AM. Students are to report directly to their first period classroom at the 7:20 AM bell to wait for the start of the school day.

Students who arrive in class after 7:30 AM will be considered tardy.

Some clubs hold meetings prior to 7:00 AM, and students may be buzzed in through the main office. First block will start at 7:30 AM. Students who arrive at school after 7:30 AM **MUST** sign in at the main office. Failure to sign in will result in disciplinary action.

School Closings Or Delays

The superintendent, in conjunction with the transportation coordinator, decides when school is to be canceled or delayed due to inclement weather or unforeseen emergencies. Decisions are usually made by 6:00 AM. Notice is provided through the SchoolMessenger system with a phone call to each registered parent/guardian. **Notices are also posted on the District Facebook account.**

Information may also be obtained by tuning into:

WMUR Channel 9 TV - Manchester
WNTK 1020 AM & 99.7 FM - New London
KIXX 100.5 & 101.9 FM - Claremont
WCNL 1010 AM - Newport

Please note: the voicemail message on the school numbers will not be changed and there will be no staff monitoring voicemail on cancellation days.

In the rare event that weather conditions or some emergency causes school to be dismissed early during the school day, we will follow a planned specific procedure and all parents/guardians will be contacted via the SchoolMessenger system.

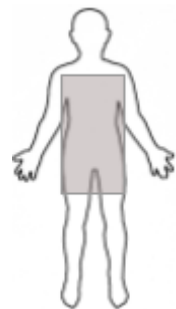
Dress Code

Clothing must promote an equitable and inclusive environment in which the dress code does not negatively affect any group based on race, sex, gender identity, sexual orientation, ethnicity, religion, socio-economic, and/or body type/size.

Clothing must completely cover mid-thigh to neckline (**gray section of diagram for reference only**). Tops must include straps and/or sleeves. Shoes must be worn at all times.

Clothing and accessories must be free of drug, alcohol, gang affiliation, violence, inappropriate language, and/or sexual references.

Clothing and footwear must be suitable for all scheduled classroom activities including physical education, science labs, CTE labs, and other activities where unique hazards and situations exist.



Communication

School Website

The Newport School District website can be accessed at sau43.org. The website has links to each school and contains useful information about activities and events that are taking place at all the schools. Newport School Board information, including district policies, can also be located on the website.

Facebook

Newport School District is on Facebook. Like our page “[Newport School District, Home of Tiger Nation](#)” for information and pictures about what is taking place in the schools and the district. Students, parents and community members are encouraged to contact the schools or SAU office directly and not use the Facebook page as a manner of communication.

Email

Parents may wish to communicate with the main office or their child’s teacher via email. It is important to know that, while this method of communication is welcomed, it is not a confidential means of communication. A confidential issue may be better served through a phone call or written communication. It is reasonable to expect a response to your email within two business days. If you have an emergency or urgent matter, please call the school directly. Email is not recommended for emergency or urgent matters.

Apptegy Notification

The Newport School District uses Apptegy to enhance parental communication. This service allows us to send a voice, text and/or email message to ALL our students’ parents on ALL their contact numbers within minutes if an emergency occurs at a school. Apptegy will also assist us in informing you directly when school cancellations, delays, or early releases occur due to inclement weather.

It is imperative that each school has and maintains all contact information about every student. Parents and guardians are responsible for submitting this information at the beginning of each school year and whenever there is a change.

Apptegy also has an app for Tiger Nation. You can access documents, get news updates and even emergency notifications. Search for Newport School District, NH in Google Play or the Apple App Store to download the app.

Junior and Senior Open Campus Privilege

Juniors and seniors who have free blocks may access open campus opportunities. Students may leave school grounds, with prior written parental permission, during their free blocks and during their scheduled lunch time. **Freshman and sophomore students are not allowed to leave school grounds during the school day (this includes lunch and learning lab times).**

Eligibility Requirements:

- Students who have earned enough credits to be classified as a senior or junior.
- Students must be on track to graduate with no current failing grades.
- The [open campus privileges disclaimer form](#) must be on file in the main office and signed by a student’s parent/guardian.

Eligible students may lose privileges if they do not abide by the following rules:

- Failure to sign in or out of the office will result in the loss of open campus privileges for five school days.
- Eligible students who take other students without privileges out of the building will lose their privilege for ten school days.
- Habitual abusers of the privilege will be subject to administrative actions not listed here, including the loss of the privilege for the remainder of the school year.
- Consequences are not restricted to those listed on the open campus privileges disclaimer form. The building administrator may suspend privileges at his/her discretion.

Freshmen and Sophomore Late Entry/Early Release Privilege

Freshmen and sophomores who are in good academic and behavior standing may have the privilege of late entry or early release. This privilege does not apply to other period openings, WIN, lunch periods or if a student is scheduled to be in a class.

Eligibility Requirements:

- Students must be on track to graduate with no current failing grades.
- Students must have a learning lab period 1, block A, block D, and/or period 8.
- The [late entry/early release privilege disclaimer form](#) must be on file in the main office and signed by a student's parent/guardian.

Eligible students may lose privileges if they do not abide by the following rules:

- Failure to sign in or out of the office will result in the loss of late entry/early release privileges for five school days.
- Eligible students who take other students without privileges out of the building will lose their privilege for ten school days.
- Habitual abusers of the privilege will be subject to administrative actions not listed here, including the loss of the privilege for the remainder of the school year.
- Consequences are not restricted to those listed in the late entry/early release privileges disclaimer form. The building administrator may suspend privileges at his/her discretion.

Student Parking Regulations

The right to drive on public roads is subject to control by government authorities in all areas of the United States. Such institutions as schools and colleges commonly feel the need to regulate automobile usage connected with them for the sake of both students and the school. Newport High School provides a limited number of student parking spaces. Therefore, once all appropriate documentation and the [Parking Privileges Form](#) has been submitted and accepted by the NHS administration, parking spaces will be first come, first served daily; spaces will not be assigned. Once privileges are granted, students will receive and must display a NHS parking sticker on their vehicle. The following rules apply to all students who drive personal vehicles to school.

- Students must park only in the designated student parking area spots. Staff areas are reserved.
- If all student spaces are taken, students may park in the lot between the football and softball fields.
- Students may not use the bus drop off/pick up area to access the parking lot; they must enter the lot directly from North Main Street.

- Any reckless driving, carelessness, and lack of courtesy in driving on the school grounds, or in the vicinity of the school, will not be tolerated. Violations may result in permanent loss of parking privileges, suspension and/or police referral.
- Students suspended for school violations may not drive on school property while suspended.
- Vehicles parked improperly or in a non-designated spot/area may be towed at the owner's expense.

Walkers and Car Riders

Students may begin to enter the building at 7:00 AM. No students are allowed in the building unsupervised.

Parents who drive their children to school should drop off students on Route 10 in the designated area in front of the school. Do not drop off or pick up your student in the bus lane between the times of 7:00 - 8:00 AM and 2:00 - 3:00 PM. The bus lane is only designated for buses. You must STOP no closer than twenty-five feet for school buses whenever the alternating red lights are flashing. If your child rides his/her bike to school, please note that the use of helmets while riding bicycles is mandatory for children under the age of 16 (RSA 265:144X).

DISTRICT TRANSPORTATION

Related Policy: [Section E Support Services Policies and Procedures](#)

District Transportation Guidelines

Student safety is our primary concern; therefore, we have a very strict behavior policy for our students while riding the bus. Pursuant to NH RSA 189:9A, the Newport School Board has adopted the following policy and regulations related thereto. The superintendent has designated the school administrators as the school officials having authority to suspend students from riding the bus. Please note that buses will be equipped with video cameras for the safety and protection of your children and the driver.

Parents are urged to read and discuss the following policy with their children:

- It is the responsibility of the driver to maintain a safe, comfortable environment and in doing so may seat students to produce the least amount of distractions.
- The driver may have to assign seats in order to maintain a safe, comfortable environment.
- Students are urged to be at the bus stop at least five minutes before the bus arrives.

Conduct on School Buses

Bus drivers have the responsibility to maintain orderly behavior of students on school buses and will report, in writing, misconduct to the student's school administrator. Student conduct while on District transportation is regulated in accordance with District policy and any District or school rules implementing the same.

Students who violate regulations for student conduct within those policies may have bus riding privileges suspended. Such suspensions are in addition to other interventions or disciplinary consequences provided under the Student Code of Conduct [or other such rules as termed by the district] and such other applicable Board policies and District or school rules and regulations. Parents/guardians may appeal transportation suspensions per Board policy and accompanying administrative procedures.

Bus Routes:

For a complete bus route schedule please go to the SAU 43 website <https://www.sau43.org/>

If there are requested changes involving your student's bus transportation, please contact the main office.

HEALTH and WELLNESS

Related Policy: [Section I Instruction](#) and [Section J Students Policies and Procedures](#)

Allergies And Classroom Environment

Many students suffer from various allergies and aspects of the school and classroom environments can cause moderate to severe allergic reactions, inhibiting the child's ability to access instruction. In order to minimize student reactions to environmental allergens, the following procedures are in place:

- Some classroom environments do include animals, either as a school or classroom resource or visitor for educational purposes. Students should notify their teacher if they have an allergy concern and precautions will be taken.
- Food allergies are carefully monitored and individual classrooms may be free of certain foods. Your child's classroom teacher will inform you of this and it may require increased diligence in foods your child brings to school as well as food preparation for holidays and celebrations in the classroom.
- We discourage the use of heavily scented soaps, lotions, and perfumes as many students have a heightened sensitivity to overpowering scents.
- Newport supports the presence of trained and certified service animals as needed.

If you have questions or concerns about sensitivities in the classroom, please consult the classroom teacher.

Health & Safety Guidelines

In accordance with the NH Department of Health, along with recommendations by the Center for Disease Control and the American Academy of Pediatrics, Newport School District aims to create guidelines to maintain the health and safety of students and therefore all members of the community. These guidelines will be updated in accordance with state and federal recommendations and shared throughout the year. You will find the most current information on school health and safety protocols on our district website sau43.org.

Elevator

The school elevator may be used **ONLY** by any physically disabled person or those who are temporarily injured. Access to the elevator is available from all floors. Students are permitted to use the elevator only when accompanied by an adult or with adult permission. The nurse will meet with those who are temporarily injured about elevator etiquette, fire drills, and what to do if the elevator is not available for use. If proper etiquette is not followed then the school administrator and/or school nurse will meet with the student and develop a new plan. The student's parent/guardian will be notified. The elevator is not to be used during emergency situations, drills or evacuations.

Health Office/Tiger Treatment

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

Next to the nurse's office is the Tiger Treatment Center which is open 8:00-9:00 AM Monday, Wednesday and Friday. Parents must sign the treatment permission form in the registration packet that allows students to be seen. Students can arrange an appointment with the nurse once the forms have been signed.

Physicians' evaluations should be returned to the nurse to be filed in the student's permanent health record. Parents/guardians are invited to call the nurse concerning any health problems.

Health Procedures and Screenings

The school nurse will contact parents or guardians when a student has a condition which needs further medical attention. Parents are requested to inform school personnel of any change in the health status of their child. No medication is to be administered by school personnel except as prescribed by a doctor and accompanied by a parental permission form. The medication should be properly labeled and in its **original** prescription container.

Please make every effort to make doctor, dentist, orthodontic or other appointments for after school. It is important that your student not miss class time unless completely necessary. A nurse is available during school hours.

All accidents occurring on school property are reported immediately to the school nurse, the person on duty, or school administrator. If you have any health questions, please feel free to call the school nurse.

Prescription and Non-prescription Medicines

No student will have prescription or non-prescription drugs or medication on his or her person during the school day unless a physician has so ordered and the school has received written permission from the student's parent/guardian together with a copy of the physician's order. Parents/guardians of students who require the possession of an inhaler or epinephrine injector at all times should contact the school nurse as soon as possible. All prescription and non-prescription drugs and medications which a student has parental/guardian permission to use during the school day must be brought to school in an appropriately labeled container and left with the school nurse and may be taken only under the direct supervision of the school nurse.

The consequence for a student who violates this policy by carrying prescription drugs issued to them will receive one-day in-school intervention with escalating consequences determined by administration for subsequent offenses. A student who violates this policy by carrying prescription drugs not issued to them will default to the consequence of the drugs and alcohol policy. Students will not return without a transition meeting with parents and will be referred to our student assistance program counselor.

Per RSA 200:45 No school or school district, a member of a school board, or school district employee shall be liable in a suit for damages as a result of any act or omission related to a child's use of an epinephrine auto-injector or inhaler if the provisions of RSA 200:42 and 200:46 have been met. In order to comply with NH RSA 200, your physician must put in writing the need for your child to possess Epipens or inhalers while at school. In accordance with RSA 200 your child will not be allowed to keep Epipens or inhalers on their person without this written statement.

Please note the following procedures for certain specific infections:

- Chickenpox: The student will be excluded from school six days after the last crop of vesicles has appeared. Students may return to school with crust, which must be very dry.
- Conjunctivitis (pink eye): The student will be excluded from school for twenty-four hours after beginning a proper course of medication.
- COVID 19: The student will be excluded from school for 5 days, starting the day after symptoms began. They may return to school as long as symptoms are improving and they are fever free for twenty four hours without the use of medication.
- Impetigo: The student will be excluded from school for twenty-four hours from the time effective treatment with antibiotics has begun.
- Measles: The student will be excluded for seven days after the appearance of the rash.
- Scabies: The student will be excluded from school for twenty-four hours or until they and their family have been treated adequately.
- Strep Infection: The student will be excluded from school for twenty-four hours from the time effective treatment with antibiotics has begun.

Vision and hearing screenings may be conducted on all students PK-12 when school personnel feel that it is warranted. Parents who do not want their child's vision or hearing screened must send a letter to the school each year indicating so.

When To Keep Your Child Home From School

Some general guidelines are listed below to help you decide whether to keep your child home from school. If your child has any of the following symptoms, we feel it is best to keep him or her at home. Your child will benefit from the extra rest and it might help prevent the illness from spreading to other children. Here are the symptoms to watch:

- A fever of more than 100°, especially if the fever is in addition to a sore throat, rash, vomiting, diarrhea, earache, irritability or confusion.
- Children should be fever-free without medication for twenty-four hours before returning.
- Vomiting two or more times within a twenty-four hour period.
- A sore throat with fever and swollen glands.
- Severe coughing that keeps your child awake at night, worsens with increased activity or causes the child to become red or blue in the face.
- Thick nasal secretions.
- Redness in the whites of the eyes, yellow eye discharge and matted eyelashes which are all symptoms of conjunctivitis.

Every child and every situation is different. Always call your child's doctor if you have any questions about your child's condition.

When your child is in school, we expect that they will participate in all school activities including physical education. In other words, if a child is well enough to attend school, they are well enough to go outdoors. Only under special circumstances and with written permission on the advice of a doctor or a note from the nurse will a child be excluded from physical education. Athletes who do not participate in physical education class will not be allowed to participate in their sporting practice/game on that day. The school nurse or P.E. teacher will contact the athletic director when this occurs.

ACADEMIC INFORMATION

Related Policy: [Section I Instruction Policies and Procedures](#)

The Newport School District curriculum is determined according to the Common Core State Standards (CCSS), Next Generation Science Standards (NGSS), and the New Hampshire State Grade Level Expectations (GLEs). For detailed information on graduation requirements, and course descriptions, please refer to the [program of studies](#) available on our website.

Work Habits

Newport High School is committed to a school-wide focus on the following learning expectations in all disciplines: communication, creativity, collaboration, self-direction.

Teachers will provide feedback to students on their work habit progress in each course. This feedback will be funneled through each student's advisory program in an effort to provide students and guardians with a holistic view of their work habits. All work habit expectations are further defined in a school-wide rubric. Students will have the opportunity to earn .25 elective credits per year for successfully meeting competency in all work habit expectations.

Grading

High School Grading Scale

Final course grades are rounded up to the nearest whole number. Grades are calculated as follows:

Letter Grade	Numerical Grade	GPA Points
A+	97-100	4.33
A	93-96	4.0
A-	90-92	3.67
B+	87-89	3.33
B	83-86	3.0
B-	80-82	2.67
C+	77-79	2.33
C	73-76	2.0
C-	70-72	1.67
D	65-69	1.0
F	0-64	0.0

P = Pass

INC = Incomplete. This score is awarded in necessary circumstances that preclude a student from completing a course. The student is expected to complete all missing work within two weeks of the report card issuance unless prior arrangements have been approved by the administration.

W = Withdrawal. This score does not count toward GPA.

WF = Withdraw Fail. This score does count toward GPA.

Grade Point Average (GPA)

A student's grade point average (GPA) is a summary statistic that represents a student's average performance in their courses throughout their high school career. Only a student's final grade in a course is reflected in their GPA (quarter grades are not calculated in GPA). A student's GPA is updated each time a course ends. Each course earns between 0 and 4.33 GPA points (see table above). The points earned for each course are multiplied by the number of credits that course is worth, then all are added together and divided by the total number of credits the student has earned. Pass/Fail courses do not affect GPA.

Grade Reporting: Checking Progress

With the implementation of an online grading system (PowerSchool), NHS no longer issues hard copies of student report cards. It is the expectation that faculty update their online gradebooks at least bi-weekly. Parents/guardians who are unable to access PowerSchool should contact the teacher directly for course specific information.

PowerSchool Parent Portal

PowerSchool is our school's web-based student information system. The PowerSchool Parent Portal allows parents and students to become more actively involved in their education. Using the PowerSchool Parent Portal in conjunction with an assignment notebook will allow both parents and students to stay current with academic progress. With PowerSchool, parents and students may accomplish the following online:

Access up-to-date student performance data as grades are updated every two weeks.

- Communicate with teachers
- Track assignment completion and attendance
- Receive automated progress reports via email daily, weekly, or monthly - *not available through student accounts*
- View electronically shared student achievement reports

This link will provide access to the Parent/Student Portal: [PowerSchool Parent/Student Portal](#).

We do NOT recommend that you access the parent portal using the PowerSchool app on your cell phone. If you are using your cell phone, we recommend that you "bookmark" the parent portal using your browser instead.

Can't remember your PowerSchool login or password? Fill out the form at this link: [PowerSchool Username/Password Request Form](#) and your parent portal information will be emailed to you.

Your frequent access to the Newport High School website and PowerSchool is crucial. If you have questions about your student's coursework or homework, please email your child's teacher directly. [See the contact list here](#).

Report Cards

The high school and SRVRTC have a quarterly reporting system. Additional conferences may be arranged as needed or desired by either teacher or parents at any time during the school year. Report cards are available digitally at the end of each quarter. Progress reports are available at the midpoint of each quarter.

Dates:

August 29	First Day of School/Orientation Week
November 4	First Quarter Ends
November 7	Second Quarter Begins
November 11	Report Cards Available
January 24	Second Quarter/First Semester Ends
January 25	Third Quarter/Second Semester Begins
January 31	Report Cards Available
April 5	Third Quarter Ends
April 6	Fourth Quarter Begins
April 12	Report Cards Available
June 15**	Fourth Quarter/Second Semester Ends (tentative date)
By June 30	Report Cards Posted on Parent Portal

- All dates are subject to change if school is canceled -

** Note: this is the possible last day of school

Promotion/Retention

The mission of the Newport School District is to provide quality instruction and support services to each student. Newport schools accomplish this mission by providing a challenging curriculum responsive to individual needs, a highly qualified staff, a safe and positive learning environment, and a strong partnership with all homes in our diverse community.

Grade Progression

Students working toward a Newport High School diploma or a diploma with distinction will progress to the next academic standing (freshman, sophomore, junior, senior) by meeting the credit requirements outlined below. Students will remain frozen at the current standing until the credit requirement is met to move forward. Academic standing determines what advisory and class activities a student is eligible to participate in. Academic standing may change during the school year, as credit requirements are met.

All students with fewer than six credits are freshmen.

Sophomore standing requires at least six credits.

Junior standing requires at least twelve credits.

Senior standing requires at least eighteen credits.

Students enrolled in SRVRTC programs should carefully review the syllabus for their program. Failing a program at the end of a marking period could result in a student being removed from that program at the end of that semester.

Academic Recognition and Achievement

Honor roll is calculated at the end of each quarter. To be eligible for the honor roll students must be enrolled as a full-time student, which may include workplace education, internships, or dual enrollment courses that are formally documented in an educational plan*. To earn honor roll recognition students must meet the following grade requirements with no incomplete/withdrawal failure (WF):

High Honors: A student must earn all “As”

Honors: A student must earn all “As” and/or “Bs”

*Grades included in the honor roll calculation as detailed in the educational plan.

Senior Class Rank

During their senior year, any recognition associated with class rank will be determined at the close of quarter 3. Class ranking is based on seniors’ cumulative GPA. This includes, but is not limited to, identification of valedictorian, salutatorian, class essayist and top ten.

In the event that two or more students are tied for GPA, this tie will be broken using the average of each student's final course grades over their high school career. If this doesn’t resolve the tie, the student with the most credits earned over their high school career will earn the higher rank.

Please note, GPA for seniors will continue to be updated each time a course ends, through to the end of the school year. Official final transcripts for graduates will be available after the end of the school year.

Early Graduation Request & Approval Process

1. Students (and parents/guardians if available) will meet with their school counselor to discuss eligibility and potential plans for graduating early.
2. Students and parents/guardians will complete and submit an early graduation application. Completed applications will be submitted to the school administrator and include:
 - a. The application with student’s post-secondary goals.
 - b. Written statement from student explaining the motivations behind early graduation and how it is in the student’s best interest.
 - c. Two letters of recommendation by teachers supporting the student’s plan for early graduation.
 - d. Four-year planner including counselor’s signature.
3. Students and parents/guardians will meet with the principal. The principal may ask for clarification or more information from the student/parent regarding the reasoning and plan.
4. The principal will approve or deny the plan.
 - a. Approved plans shall include:
 - i. The completed application with all pieces listed above in part 2;
 - ii. Next steps timeline with measurable goals/steps and check-in dates with the counselor (at least one at the end of the school year and one the fall of the following school year);
 - iii. Signature from all parties: student, parent/guardian, school counselor, school administrator, and superintendent.

An early graduation plan is not approved and final until it is signed by the principal.

If the school counselor determines the student is off track for their early graduation plan, the student’s eligibility to graduate early may be revoked pending the principal’s review.

Please note that students who are approved for early graduation will transition to become a member of the senior class at the start of the following school year (their third year after eighth grade). Approved students will be held to this class’s graduation requirements and are eligible to participate in senior events and graduation.

Homework Guidelines

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

Instructional Materials

Newport School District furnishes textbooks, electronic devices, and other instructional materials that remain school property. Parents may be required to reimburse the school for lost or damaged materials before the new materials are issued. Supplies may be required and teachers will send home a list of such supplies.

Parent Conferences

Parents are encouraged to confer with individual teachers, teaching teams, school counselors, or school administrators regarding their student's progress and performance at any time. Conferences are arranged by contacting the student's advisor. Parents should call the school at 603-865-9658 and ask to speak to a school counselor or to leave a message on a teacher's direct line. Generally teachers do not answer phones during the day and will return phone calls after school. Parents may also email teachers and other staff ([see contact list here](#)). Most district email addresses use the first initial, last name @sau43.org (as in dmagoon@sau43.org; there are a few exceptions for duplicate first initials).

Registration And Placement Of Students

During the year, new residents may register their children at any time in the school counseling office. Please call 603-865-9657 for more information. Parents must present an original birth certificate, proof of residency, custody documentation, if applicable, and immunization records upon enrollment.

Address/Residency Change Verification

It is very important that our student records contain current address and phone information. A *Yearly Student Update Form* for updating this information is distributed annually on PowerSchool and should be completed promptly. Parents are asked to contact the school office with new information immediately when changes occur throughout the year. Please keep in mind that proof of residency will be required for changes in address. For those students who are tuitioned here from other school districts, they must contact their superintendent annually to complete a certificate of admission.

Homeschooling/Home Education

Home Education is an alternative to attendance at a public or private school and is an individualized form of instruction in accordance with Chapter 279:2, laws of 1990. A parent is eligible under the Administrative Rules, Ed 315 to establish a home education program for a child between 6 and 18 years of age including an "educationally disabled child" as defined under RSA 186-C:2,I, provided that the definition of "educationally disabled child" as defined under RSA 186-C:2,I, for the purposes of Ed 315, shall be applicable only to children between 6 and 18 years of age.

If the student is new to school or new to the Newport School District, parents must notify the district that you intend to enroll your child in a home education program. For your convenience, the following notification form may be used: [Notification of Home Education Program](#). This notification should be given to the superintendent of schools.

If the student is currently enrolled in the Newport School District, the parent must inform the district, in writing, that their child is starting a home education program and is withdrawing from the public school. This notification should be given to the superintendent of schools.

Notification of Completion of a Home Education Program

When the parent of a child under the age of 18 submits a document to the department certifying that the child has completed the home education program at the high school level the student shall be determined to have met the requirements for successful completion of a home education program. For your convenience, the following notification form may be used: [Notification of Completion of a Home Education Program](#).

Transfer Of Academic Credits

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

Transfer or Withdrawal From School

If you need to withdraw your student to attend another school, please notify the school counseling office **as soon as possible** for further instructions. All school-owned materials (Chromebooks/charger, textbooks/library books) must be returned before your student's last day of school.

Virtual Learning Courses

Students may earn credits from any accredited online high school, such as Virtual Learning Academy Charter School (VLACS). If you or your student has questions, please contact your child's school counselor.

Remote Learning

In the event that Newport utilizes remote learning, students are expected to be present for each class during regularly scheduled course times. Attendance will be taken. The teacher will provide direction on teacher-driven and student-driven activities. Students will continue to meet virtually one-on-one with a teacher or as a small group during WIN. Students may also request an appointment for alternative time (during business hours) with their teacher.

It is expected that all virtual tools and school devices be used for academic purposes only. If a camera is on, it should only be pointed at the student participating in the class. The chat and audio functions should only be used for conversation, questions, and so on, that are directly related to the course content. It is expected that all remote learners adhere to the student/parent handbook during any school meeting/class.

If the video, audio and/or chat tools are used for any other purpose, the teacher will respond in the following manner:

- The student will be removed from the class/meeting. The teacher will follow up with the student before the student may return to class (this may be after the class period depending on teacher availability).
- Second offense: The student will be removed from the class/meeting. The teacher will contact the student's guardian.
- Third offense: The student will be removed from the class/meeting. The teacher will contact the student's guardian. The student and guardian must meet with school administration before returning to the virtual classroom.

Age of Majority (18+)

Although students eighteen years of age or older are considered adults in the eyes of legal agencies, NHS considers them responsible to their parents as long as they reside at their parent/guardians' residence. Regardless of age, all students will be subject to all school policies and regulations. NHS reserves the right to communicate with a parent/guardian of any student, regardless of the student's age, unless both the student (who must be eighteen or older) and the parent/guardian submit a letter to the school stating that there is no need to keep the parent informed.

Extended Learning Opportunities (ELO)

Newport High School and Sugar River Valley Regional Technical Center have great opportunities for students to earn academic, elective credits working and learning in and out of the school district.

ELO's are available, typically, for juniors and seniors in high school. Freshman and sophomores are welcome to apply and will be considered on a case-by-case basis. Internships take place during the school day and may involve after-school and/or weekends depending on the career fields you are interested in and your academic schedule.

Contact Nancy Wilmot, nwilmot@sau43.org, in the school counseling office, if you want more information or are interested in an ELO.

Student Employment Regulations

Students must adhere to Youth Employment Law as detailed in Chapter 276-A of NH employment law. In accordance with Chapter 276-A, any student under sixteen years of age must have a youth work permit to be legally employed. Application for permits to work can be secured from the counseling office. For the most current information on these regulations please refer to the NH Department of Labor, [youth employment website](#).

Testing

Testing and/or performance assessments are ongoing and will be administered to students at regular intervals to measure achievement throughout the school year. The following tests are administered annually: See APPENDIX B for more information on the annual state and district inventory

- NH SAS
- SAT
- STAR
- Informal assessments and progress monitoring as needed throughout the year (see appendix B for 2020-2021 Annual State and District Testing Inventory)

STUDENT RESOURCES

Related Policy: [Section I Instruction](#) and [Section J Students Policies and Procedures](#)

Learning Commons

Newport Middle & High Schools and SRVRTC maintain an excellent Learning Commons. The Commons is open from 7:15 AM to 2:45 PM. The loan period for books is two weeks and students may check out more than one book at a time. Books may be renewed provided someone else does not need them urgently. Current magazines cannot be taken from the Learning Commons. Students are encouraged to use the Makerspace materials as well as the other collaborative spaces. Students are asked to return materials on time to avoid being charged the full replacement cost for lost or damaged materials.

School Counseling Program

The school counselors serve the needs of students in maximizing their learning experiences while providing specifically for their future needs. Each student will be assigned to a counselor who will help with educational, personal, and occupational choices and decisions. The counselor helps each student to think through his/her problems or concerns and plan accordingly. The counselor will try to assist the student in making wise decisions and plans.

Students are urged to see a counselor when questions or problems arise. A student does not need to have a serious problem in order to benefit from school counseling services at our school. School counseling services are available to help each student grow in self-understanding, to make wise, practical decisions, and to do increasingly effective planning.

Students should make an appointment with the school counseling office to see a counselor. Appointments may be made with the administrative assistant and the student will receive a pass to attend the appointment. The appointment slip must be shown to the teacher for his/her initials prior to the student going to the school counseling office.

Students are encouraged to begin career planning early in their middle school years. Bulletin boards in the school counseling office and area display information on scholarships, work and college information, testing programs, and other pertinent material. It is the responsibility of the student to keep informed.

Parents/guardians with questions and concerns should call their child's counselor at 603-865-9657. All necessary information regarding careers, scheduling, scholarships, and testing, are distributed to all students. Ask your students about their programs.

Student Assistance Program

Newport High School and SRVRTC utilize whole-school activities and classroom presentations as well as small groups and individual sessions for substance abuse education and prevention activities, specifically to correct erroneous perceptions about substance use and to teach students skills to identify and resist social and situational pressures to use substances. The program will also provide early identification of students who are experiencing alcohol and other drug-related problems. It is anticipated that this combination will accomplish the following goals:

- To prevent the development of alcohol, tobacco, and other substance abuse among students.
- To reduce the incidence of alcohol and other drug-related problems among students.
- To improve school performance and attitudes toward school among program participants.

If you are worried about your child or another student and would like to speak to the student assistance program counselor (SAP) or have her check in with your child or another student, please contact the main office.

Student Support Team

When a student is having difficulty, the teacher may refer him or her to the student support team (SST). The SST connects a student to the resources that best fit their needs. One of these resources is an educational support team (EST) which consists of teachers, staff and administration who will work with parents to make an action plan for improvement.

The student support team (SST) shall consist of an educational support team (EST) composed of staff from a variety of teaching and support service positions and shall incorporate a range of referral, support and remedial services as well as the means to determine the effectiveness of accommodations or services recommended by the team.

The student support team shall:

- Provide a procedure for timely referral for evaluation for special education, 504 accommodations, coordinated service plans, or for other student support services.
- Be composed of staff from a variety of teaching and support services positions.
- Screen referrals of individual students to determine what classroom accommodations and supplementary aids and services have been tried.
- Determine whether any additional accommodations, supplementary aids or services, or referral to other public or private agencies may appropriately meet a referred student's educational needs.
- Assist teachers in planning and providing supplementary aids and services and other accommodations to students in need of classroom support or enrichment activities.
- Collaborate, to the extent appropriate, with families and community health and human service agencies to assist educators in meeting the academic needs of all students.
- Develop a means to regularly screen the effectiveness of accommodations and supplementary aids and services provided through SST.
- Maintain a written record of all team actions.

SST Procedure:

1. When a student experiences difficulty adjusting to school studies and/or routines, the teacher(s) will meet with the student to develop intervention strategies. The plan of action should be in place for four to six weeks so that one could reasonably expect to see improvement.
2. A teacher or parent/guardian may refer a student directly to the SST core team by completing the educational support team referral form. The SST team will decide whether to schedule an EST meeting or recommend other strategies. The core team may seek additional information for making the determination of whether an EST meeting is necessary. See [SST Flow Chart](#) for referral process and fill out an [SST Consideration Form](#).

3. The SST team will meet to clarify concerns and help develop an intervention plan including classroom strategies and support services. The plan may also include strategies for parents/guardians to attempt at home. A student advocate for the student's plan will be identified and will monitor the plan of action. The actual plan will be documented using the EST student plan.
4. If, after appropriate interventions have been tried and results documented, further evaluations may be necessary. The core team will forward all EST information to initiate the referral process.

Special Education

The special education process is most effective when parents and school personnel are well informed and working together. The special education process includes seven steps: identification, referral and disposition of referral, evaluation, determination of eligibility and identification of the disability category, and development of an individual education plan (IEP) if necessary. A student may be referred to special education by a teacher, parent/guardian, or administrator by submitting a request in writing to the school administrator, using the special education referral form from the school.

Special Education Referral:

The special education process is most effective when parents and school personnel are well-informed and able to work together. The special education process includes six steps:

1. Identification [Child Find];
2. Referral and disposition of referral;
3. Determination of eligibility and identification of the disability category;
4. Development of the individual education program;
5. Determination of educational placement; and
6. Implementation and monitoring.

A student may be referred to special education by a teacher, parent/guardian or administrator by submitting a request in writing to the school administrator using the special education referral form from your school.

Child Find Procedures

SAU 43 is committed to ensuring that all children with disabilities residing within our district are locally evaluated and identified in accordance with Ed 1103.01 (CFE 300.125) *Child Find*. The district early childhood support program holds annual "child find" screenings for children between the ages of three and five for gross and fine motor, hearing and social/psychological development and SAU 43 sends out annual "child find" letters to all private and parochial schools, healthcare providers, and other agencies that routinely come into contact with children. Letters are also sent to all families of students who have dropped out of early childhood prevention programs or refused services in the past. Ads and/or public service announcements are placed in local media outlets to seek out anyone who may be eligible to receive early childhood special education services. If a child is identified as a candidate following these initial child find screenings, further evaluations and potential services will be offered for the preschool years, and learning strategies will be fully discussed with parents.

Special Education Rights Notice

The state and federal special education laws [New Hampshire Revised Statutes Annotated Chapter 186-C and Title 20, United States Code, Sections 1400-1415] require that the school district offer a "free appropriate public education" to all educationally disabled children.

1. These statutes define educationally disabled children as “children suffering from certain enumerated disabilities who are between the ages of three and twenty-one and who have not obtained a high school diploma.”
2. A “free appropriate education” consists of specially designed instruction and educationally related services in accordance with an “individualized” education program developed by the district in consultation with the student’s parents.
3. If you suspect that your child is educationally disabled and qualifies for such special services, you may make a written referral requesting that the school district determine your child’s eligibility. Such referrals should be addressed to the school administrator.

Individuals with Disabilities Education Act (IDEA)

“Under the Individuals with Disabilities Education Act (IDEA), school districts must give parents of a child with disabilities a copy of procedural safeguards one time a year. However, a copy of procedural safeguards must also be given to parents upon initial referral or parental request for an evaluation, upon filing a request for a due process hearing, upon a disciplinary action constituting a change in placement, and upon request of a parent. 20 U.S.C. 1415(d)(1)...”

PARENT/STUDENT INFORMATION

Related Policy: [Section G Personnel](#) and [Section I Instruction Policies and Procedures](#)

Deliveries for Students

While generally discouraged due to the disruption of classes, deliveries by parent/guardian(s)/others of food and drinks will be held at the main office until the student’s designated lunchtime or passing time. Late arriving students will not be allowed to deliver food/drink to other students. Students are not permitted to order food and have it delivered during the school day without prior approval from the administration. Such items may be confiscated unless students place them in their locker until lunch or after school. Further changes may occur during the school year and will be directed so by the administration. Students violating any of these procedures may face restrictions or loss of the above privilege as outlined.

Office Phone Use

Parents may call the main office administrative phone (603-865-9658) to leave messages for students. There is a phone in the main office for students to use, with permission.

Picture Day

Barksdale School Portraits will take school pictures on Thursday, September 22, 2022. Picture retakes will be scheduled at a later date. Pictures will be available after picture day on their website, [Pay for Pictures/Order Online](#), and parents will be able to order from there.

Student Fees, Fines, And Charges

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

Students On School Grounds After School

Students are instructed to exit the building by 2:30 PM unless they are involved in after-school activities such as sports, clubs, or extra help. Students who remain in the building without proper adult supervision may be considered loitering and will be asked to leave.

Use of Building

If individuals or groups wish to use any facility for co-curricular or non-school activities, the main office must be notified and a request form completed with the office at the designated building.

Outside agencies with a request to use school buildings require a special list of procedures. Prior arrangement is necessary. Adults are expected to closely supervise children and observe school safety rules at all times when in the building. Please contact the school office for more information.

Volunteer Program

Newport High School and SRVRTC welcome committed volunteers to assist in the education of Newport's children. Designated volunteers will be required to undergo a background investigation and a criminal records check. "Designated volunteer" means any volunteer who:

- Comes in direct contact with students on a daily basis;
- Meets regularly with students;
- Meets with students on a one-on-one basis;
- Any other volunteer so designated by the school board or superintendent.

Designated volunteers are subject to the provisions of all Newport School District Policy, including Policy Background Investigation and Criminal Records Check. For more information about volunteering, please contact the school administrator or administrative assistant at the Newport High School office. Several volunteer opportunities exist and we invite anyone interested in volunteering with us to call and discuss options and availability.

Café Services Guidelines

Our cafeteria, Fresh Picks Café, is run by Café Services. The motivating philosophy for our Fresh Picks Café is that wellness and good food go hand-in-hand, especially in education. Our comprehensive, coordinated, proactive wellness programs promote this belief with an emphasis on fresh and whole wheat foods that are locally grown and produced.

Free and reduced lunch applications are available online throughout the year. The previous year's school status is honored for several weeks into the new school year until a new form is processed. Families are encouraged to make use of this federally-funded service. Please contact the superintendent's office if you are in need of assistance. We encourage you to complete the application within the first two weeks of attending school to avoid being responsible for costs that may have been avoided.

Café Services maintains an account for each child. Money may be applied to your child's account any school day by sending the funds to school with your student. If making your payment by check, please make it payable to Café Services. Families may make payments and monitor their account online at

www.mySchoolBucks.com. Menus and information on how to pay online may be found at the district website, www.sau43.org.

The Newport School District encourages parents and guardians to use the meal payment program. Use this link, [My School Bucks](#), to add funds to your student's account or you can send money to the school.

The school administrator will play an active role to help families comply with the policy. Continued violation of the district charge policy-can result in disciplinary consequences.

Please review the district policy on payment and collection of funds for school meals.

School breakfast is served from 7:00 AM to 7:30 AM each day. At that time, students may enter the cafeteria and eat a hot breakfast.

School lunch is served each day to students in grades six through twelve.

In order to ensure a healthy environment in the cafeteria all students share the following expectations:

- Students should wash/sanitize hands before going to the lunch room.
- Students will use “inside voices” to maintain a manageable noise level.
- Students will use appropriate table manners.
- Students are encouraged to try cafeteria food, but will not be forced to eat.
- An “allergy-free” table is available for students with allergies and those who have allergen-free lunches.
- Students who have a cold lunch are encouraged to bring home what they don't eat.

Lost And Found

Unclaimed clothing or other items are kept in the main office. Any clothes left in this area will be donated to a local charity if unclaimed. Please remember to check the clothing box whenever your children's items are missing.

Student Activities / Rules of Eligibility

All students in grades nine through twelve must be enrolled as a full-time/full-time equivalent and have passed all classes in the quarter prior to participation to be eligible to participate in athletics and co-curricular activities. A student will remain eligible as long as s/he maintains passing grades.

Students are not allowed to fail more than one class in a quarter without losing their eligibility for the following quarter. Eligibility for fall activities will be determined by the grades earned during the last marking period (fourth quarter) of the previous school year. If a student withdraws from a course and receives a WF as a grade, this counts as a failing grade. Incomplete grades are NOT considered passing grades. Student athletes may not regain athletic eligibility by making up failures of the regular school year during the summer without a waiver from the school administrator.

In addition, student leaders (such as captains, class officers, etc) should lead by example in support of the vision and mission of the Newport School District. Student leaders should create an inclusive environment for all students. Student leaders are expected to demonstrate positive behavior in and out of the school environment, with no detentions, suspensions or disciplinary action in the same school year of service.

Co-Curricular Activities, Student Leadership, and Athletics Attendance

Students are held to the standards outlined in “Life of a Tiger”. For more information, please refer to the high school athletics page on the website.

Students who are not in school on a given day cannot participate or attend any practice or game that day unless permitted by a school administrator. Students must attend school (excused or unexcused) a minimum of **50%** of their scheduled classes to be eligible to attend or participate in the event that day. If the student is absent on the last day of the school week, without prior approval from a school administrator, they cannot participate in weekend games.

During the day(s) of assigned ISI, student(s) will be permitted to attend after-school functions as an observer, but not as a participant. The student is expected to be present, but will not dress in practice attire or team uniform during athletic practices or contests.

Any student who has been assigned to an out-of-school suspension may not participate in a co-curricular or extracurricular event for the duration of the suspension. If the event is held on a weekend or holiday break, a suspension on the last day of the school week will render the student ineligible to participate.

Field Trips

Field trips may be planned for any grade level. Students also walk to many local points of interest during school hours. Individual classroom teachers determine the number of chaperones necessary and will communicate with parents about plans and times. Blanket field trip permission is requested at the beginning of each school year, and some monetary expenses must be covered by students attending. Scholarships are sometimes available, so please contact your student’s teacher if there is financial need. Specific trips may require specific permission forms as well as attendance fees. Parents wishing to drive and/or pick up their child at the field trip must make the request to the school administrator, in writing, at least one day prior to the trip. Feel free to contact your child’s teacher if you would like to chaperone a trip or if you have questions about field trips.

Fundraising

All fundraising activities must be approved in advance by the school administrator. Forms are available in the front office and these forms must be completed and submitted to the administration. Requests must be submitted one month in advance.

School-Approved Social Events

Social events held at Newport High School and SRVRTC will be open to Newport High School students. Participation by students will follow the NHS behavior intervention policy.

- Guests of Newport High School students may attend only with prior written permission from a school administrator. Responsibility for the guest lies with the host student.
- Once a student enters the event and then leaves, that person will not be permitted to return.
- Alcoholic beverages and drugs are prohibited. Anyone under the influence of drugs or alcohol will not be admitted to the event and will be subject to the NHS behavior intervention policy. In addition, parents will be contacted to come get the student. The police will be notified.

It is expected that all students will conduct themselves in a proper manner. All school rules will apply, and violations will be dealt with according to the Newport High School and SRVRTC behavior intervention policy.

Students attending social events should inform their parents/guardians as to the time they are to be picked up. Please make sure that you make arrangements prior to the event to pick up your child. Sponsors will hold the student until an adult is reached and pick-up can be arranged.

NHS Athletic Probation

In order to qualify for athletic probation at the start of a quarter, the student/athlete must agree to maintain a 70% average in all classes for the remainder of the quarter. A check on grades will be conducted by the athletic director every two weeks. If the student/athlete has a grade below 70% at any of these checkpoints then said student/athlete will be ineligible to compete in any athletic events for the remainder of the quarter.

The student/athlete must also remain in good behavior at all times within the school environment meaning no detentions, suspensions or disciplinary actions. If said student/athlete violates the NHS behavior code then the student/athlete will be ineligible to compete in any athletic events for the remainder of the quarter.

SCHOOL SAFETY

Related Policy: [Section J Students Policies and Procedures](#)

Safe School Zone

Guns, knives, or other potential weapons that could cause loss of life or injury are not permitted on school property. Students may be expelled for one year for bringing weapons into school grounds.

Safety of Building

Emergency drills and evacuations (including fire, off-campus, active shooter, shelter-in-place, reverse evacuations, secure campus, and lock-downs, etc.) are conducted during the school year. A complete list along with procedures is available in the office and included in the emergency management plan. It is important that students learn how to exit the building in an orderly and safe manner, remaining calm and attentive to their teachers and school staff members. Main and secondary exit routes are posted in all areas and in each room of the building. Teachers/staff members closely supervise students during the process.

Emergency Plan Parent Protocol

Newport High School and SRVRTC have established emergency plans. In the event of a local emergency or disaster situation while school is in session, parents are asked to help us care for all students by following these procedures:

- Remain calm.
- Listen to the radio or TV stations to get information. Keep school and home phone lines open for official use (school will institute the SchoolMessenger system whenever possible).
- If the school is being evacuated, bus transportation will be used whenever possible. Parents will be directed to meet their child at a designated area as determined by the emergency management team at that time.
- If bus transportation is not available, special dismissal procedures will be used to ensure all children are accounted for and safely reunited with families.

- During an emergency incident requiring dismissal, please be prepared to show some form of identification. Students will be released only to parents or emergency contacts that have been designated in writing by the parent/guardian.
- Students will be asked to refrain from using social media/text during the event in order to reduce confusion, misinformation and possibly interfere with the clarity of communications between emergency response agencies and the public.
- During an emergency dismissal, parents will remain in the designated sign-out and waiting areas. A staff member will direct your child to you.

Evacuation Procedures

All students have the responsibility to learn emergency/fire drill procedures. Exit signs are prominently displayed in every classroom, indicating the exit to be used during building evacuation. Upon hearing the alarm, students shall listen for instructions from the teacher and leave the building in an orderly manner, accompanied by their teacher. Students should be prepared for an evacuation or fire drill at all times.

For safety and security reasons, our building evacuation procedures and plans are continually being reviewed. Revised procedures will be announced as they are approved. If an emergency should occur in our building, the person discovering it should pull the nearest alarm and/or report it at once to an administrator or any staff member.

School Resource Officer

All Newport schools share a school resource officer (SRO) who is a full-time member of the Newport Police Department. The officer works to promote a positive and safe learning environment for students, staff, parents, and community members. Working in coordination with the SRO, the administration will comply with New Hampshire state statutes that require the reporting of illegal acts including, but not limited to, violence, vandalism, theft, and bullying, along with tobacco, drug, or alcohol violations. Community members who have questions may contact the SRO at 603-865-9659 or at sro@sau43.org

Security of Building

In an effort to better protect our students, we have taken the following precautions:

- The school is protected by security cameras at each main entrance and throughout all hallways.
- All entrances are locked during the school day. Visitors and students entering the school must ring the doorbell and have identification verified by the front office in order to gain access.
- Staff and students are prohibited from opening any door leading to the outside for the purpose of allowing another to enter or exit the building. Students who violate this rule will be subject to the NHS behavior intervention policy.
- All visitors to the school, including parents, volunteers, vendors, and contractors, must register in the office and are subject to a background check. They will then be issued a visitor's badge to wear while in the school. All badges are to be returned to the front office when the visitor signs out.
- During school hours, students must only exit the school from the front door while supervised or accompanied by a staff member, parent or other adult, or unless given specific directions by a staff member to do differently.
- Students staying after school for any reason (e.g., waiting for transportation (parent or bus), practice, games, club/activity, or meeting with a teacher) must be supervised by an adult at all times.

- After entering school property by bus, automobile, or other means, freshman and sophomores may not leave the grounds or be dismissed from school without the permission of a parent/guardian and the approval of the administration.

Video Surveillance Notification

The Newport School District strives to maintain a safe and secure learning environment for students, staff, and community members involved in school programs. In keeping with its policy governing safe schools, the district will use video security surveillance systems at schools and facilities and on buses. Cameras will be positioned to only record identified public areas. Video surveillance systems complement other means being used to promote and foster a safe and secure learning environment.

Surveillance activities involving the collection, retention, use, disclosure and disposal of personal information in the form of video surveillance must be in compliance with the Family Educational Rights and Privacy Act (FERPA). Any questions about this collection can be directed to the superintendent of Newport School District at 603-865-9500.

Accidents and Insurance Claims

Teachers will report all student accidents and submit school accident forms to the school administrator's office. Students will be instructed as to the claim procedure to be followed. An insurance form requiring parental signature will be given to the student. Any follow-up bills may be submitted to the insurance company.

BEHAVIOR EXPECTATIONS AND CLASSIFICATIONS

Related Policy: [Section J Students](#) and [Section K School and Community Relations](#) Policies and Procedures

The following policies and procedures regarding student conduct apply while a student is on school property, at school-sponsored activities, or at off-campus events in which Newport High School and/or Sugar River Valley Regional Technical Center (SRVRTC) are participants. Rules that pertain to violence, threats of violence, bullying, hazing, and harassment of any type may also apply to students while they are on their way to or from school. This is especially applicable, but not limited to, bus transportation and bus stops. Possible consequences for any neglect or failure to follow school rules or other forms of gross conduct are, but not limited to, student intervention conference (teacher/school counselor/school administrator), teacher detention, lunch detention, three-hour office detention, in-school intervention, out-of-school suspension, or long-term suspension.

Tiered Behavior Outline

Tier I

Tier I are misbehaviors managed "on the spot" in the classroom, common areas, etc. Any behavior that is low level in its intensity and/or of a non-threatening nature will be considered a Tier I infraction. Interventions used to address Tier I behaviors include, but are not limited to, teacher intervention such as a warning, detention, loss of privileges, parent/guardian contact, or other school support.

Examples include, but are not limited to:

Attendance/Tardiness/Truancy

- School tardiness - occasional unexcused arrival after 7:30 AM
- Class tardiness - entering a class period unexcused (without pass or notification) after late bell. Tardy to class follows the same guidelines as absences.
 - Tardiness to class without documentation will be considered unexcused for the purpose of calculating truancy. Individual teachers will impose consequences for tardiness to class.
 - Students who are absent for 50% or more of the total time of their scheduled class section, without permission from a teacher or school administrator, are considered to be absent unexcused/skipping class.
- Missing class without permission - intentionally missed period/skipping class

Violation of Bus/Transportation Behavior

- Throwing objects
- Getting out of your seat while the bus is in motion
- Any Tier I behavior while on the bus

Defiance/Refusal

- Disruption - interrupting the function of a classroom, common area, bathroom
- Disrespect - lack of respect or courtesy, criticizing, insulting, or denouncing another person
- Use of profanity - swearing, use of inappropriate language in general conversation
- Non-Compliance - Refusal to follow directions
- Hall Pass Violation: entering the hallway without a pass, misuse of a pass, found in unauthorized location
- Public display of affection - physical intimacy that is inappropriate for the school setting
- Parking violations - parking in a spot that is not designated for student parking (i.e. reserved, staff, or non-parking spots)
- Trash/Littering

Dress Code - violation of any of the dress code criteria

- Wearing a shirt/top with the arms cut off in such a way that one can see the person's midsection.
- Wearing clothing that exposes the person's midsection.
- Wearing clothing with images of marijuana leaves or other drug or alcohol references.
- Wearing shorts, skirts, or jeans with tears/holes that show above the mid-thigh area.
- Wearing opened-toed shoes in a class that requires closed-toed shoes.

Technology - any misuse listed below in conjunction with any Tier I behavior

- Inappropriate use of district issued computers/internet use - misuse of technology (cellphone, camera, headphones, speaker, etc.)
- Misuse of district-owned electronics and school devices - misuse of district technology (computer, Internet, tablet, camera, etc.)
- Misuse of personal electronic devices
 - Personal electronic devices should be in silent/vibrate mode during classroom hours. Students should not be on their personal electronic devices during class unless directed so for instructional purposes.

Tier II

For repeated Tier I behaviors to reach the Tier II level, classroom interventions have not been successful and the student will be referred to the office for administrative-level intervention. Incidents that interfere with others' safety and/or learning, are of a harmful or threatening nature, or warrant administrative intervention will be considered a Tier II infraction. Interventions used to address Tier II behaviors include, but are not limited to, administrative warning, parent/guardian contact, student intervention, office detention, team meeting, SST referral, ISI, OSS, police referral.

Examples include, but are not limited to:

Attendance/Tardiness/Truancy - unexcused absences from school or class for more than ten half-days within the school year,

- Habitual school tardiness - unexcused arrival after 7:30 AM
- Truancy to school - chronic school absences
- Habitual Class tardiness - entering class period unexcused (without pass or notification) after late bell
- Missing class(es) without permission - intentionally missed periods

Academic Dishonesty - any work submitted that is not authentic to the student taking credit. The student's parents/guardians will be notified by the teacher involved. Academic dishonesty will result in the student not being eligible for academic honors.

- Cheating on class assignments/tests - unauthorized assistance on an exam, quiz, essay, or project
- Plagiarism - copying or using passages or ideas developed by another and presenting them as one's own original work

Automobile/Vehicle Misuse - inappropriate operation of motorized vehicle on campus/in school zone, parking in fire lane, driving to NHS without permission, repeated parking violations (including, but not limited to, CTE equipment)

Violation of Bus/Transportation Behavior

- Repeated Tier I behaviors that violate bus conduct
- Vandalism of the school bus

Defiance/Refusal

- Disruption - Excessive interruption to the education process in the classroom and/or expected conduct in general areas of the school
- Interference/Obstruction - Failure to report, lying, interfering, or impeding staff member with the intention to alter the outcome of a situation
- Instigation/Accessory - Assisting or encouraging a Tier II or Tier III behavior
- Disrespect - Significant lack of respect or courtesy, criticizing, insulting, or denouncing another person
- Non-Compliance - Defiance of authority
- Habitual Hall Pass Violation: entering the hallway without a pass, misuse of a pass, found in unauthorized location
 - Forgery of a pass
 - Repeatedly found in unauthorized location
- Skipping a teacher's detention

- Skipping an office detention
- Offensive/Obscene act (excluding sexual harassment) - creating a physical or mental environment in which students and/or staff are subject to safety hazards or uncomfortable conditions
 - Possession/Distribution of obscene materials or drawings
- Theft/Stealing - taking items without permission, possession of stolen items
 - Theft from cafeteria/school store
 - Stolen hall pass
- Vandalism/Destruction of Property

Inappropriate Language - profanity, racial slur, sexualized language

- Directed profanity - verbal lashing out, profanity, racial slur, abusive/sexual language, or inappropriate gesture directed at another person
 - Profanity or gestures directed at a staff member
 - Profanity or gestures directed at another student

Safety - Creating a safety hazard or condition for students or staff

- Aggressive behavior - physical or verbal intimidation (posturing, stalking, punching/kicking/slamming objects, yelling, etc.)
- Failure to follow COVID-19 mask/cloth covering guidelines - creating a safety hazard or unsafe condition for students and staff.
- Fake call to attendance office - communication to school by unauthorized person
- Found in an unauthorized area
- Habitual physical contact - hands-on, horseplay, pushing/shoving, tripping
 - Inappropriate physical contact
- Harassment
 - Verbal harassment, non-physical
 - Physical harassment
- Leaving without permission - class, assembly, building, campus without the appropriate consent of a parent/guardian and administration or main office
 - Violation of Open Campus privileges
 - Violation of Late Arrival/Early Dismissal privileges
- Vandalism - improper disposal of trash, littering, intentional destruction of property
- Unauthorized school entry - entering or assisting any other person to enter a district facility without the consent of a building administrator or authorized school personnel
- Verbal/Non-verbal Intimidation - Subjecting a person to intimidation and/or aggression, either verbally and/or through gestures. Such behavior may rise to the level of harassment, bullying, hazing, or even criminal threatening.

Technology - any misuse listed below in conjunction with any Tier II behavior

- Inappropriate use of district issued computers/internet use - misuse of technology (cellphone, camera, headphones, speaker, etc.)
- Misuse of district-owned electronics and school devices - misuse of district technology (computer, Internet, tablet, camera, etc.)
- Misuse of personal electronic devices

- Personal electronic devices should be in silent/vibrate mode during classroom hours. Students should not be on their personal electronic devices during class unless directed so for instructional purposes.
- Recording or videotaping - Recording and/or videotaping of any kind, remotely or in school (classes, hallways, cafeteria, general areas) without prior administrative permission is against New Hampshire wiretapping law. Live feed of audio/visual material is not permitted without prior administrative permission.
 - Taking unauthorized pictures on school grounds is prohibited.

Tier III

Tier III behaviors are considered significant violations of the student behavior standards because they severely interfere with others' safety and/or learning, are of an imminent harmful or threatening nature and/or fall under school/state policy statutes. Therefore, they warrant immediate administrative intervention and parent/guardian contact. Most students involved in Tier III offenses will be removed from school immediately. Administrative interventions used to address Tier III behaviors may also include, but are not limited to:

- A suspension will be issued for up to ten days.
- A parent/student re-entry meeting with a school administrator, along with other staff members who are involved with the student, and/or counseling will be required.
- Drug/vape paraphernalia will be turned over to the police.
- Any concerns for violence/student safety will be reported to police.
- Chronic disruptive student behavior that cannot be corrected with standard school interventions will be referred to the superintendent.
- Additional out-of-school suspension from the superintendent.
- Long-term suspension up to expulsion from school by the school board.
- When applicable, an alternative program may be offered.
- When applicable, restitution for damages may be required.

Repeated Tier II behavior may be treated as a Tier III behavior. For repeated Tier II behaviors to reach the Tier III level, clear documentation of the student's behavior pattern, as well as cited interventions to correct the behavior, must have previously been reviewed through SST.

Examples include, but are not limited to:

Automobile/Vehicle Misuse - unsafe operation of motorized vehicle or district-owned equipment within school zone/parking lot

Arson/Bomb Threat/False Fire Alarm

- Bomb threat, false fire alarm or false 911 call

Assault (causing serious bodily harm) - using physical force to cause injury.

- Physical attack or assault of a staff member or student

Bullying/Harassment/Cyber Bullying - intimidation, unwanted aggressive behavior, or harassment that is either an isolated, significant incident, or repetitive acts that substantially causes fear for safety or property, interferes with the educational process, and/or disrupts the orderly operation of school

- Bullying/Intimidation/Harassment/Sexual Harassment/Hazing/Racial Slurs

- Fighting/Physical Aggression
- Hazing - any physical or psychological act directed toward a student, or any coercion or intimidation of a student in order to participate in a group, in an activity, or on a team
- Harassment - repetitive acts that substantially causes fear for safety or property, interferes with the educational process, and/or disrupts the orderly operation of school.

Illegal Substances - under the influence, in the presence, possession, purchase, or distribution of a controlled, illegal, synthetic substance including edibles, alcohol, tobacco, electronic smoking devices, own prescription drugs, look-alike substances, contraband, and paraphernalia

- Alcohol/Drugs
 - Distribution/Possession with intent to deliver a controlled, illegal, synthetic, or look-alike substance
 - Possession and/or use of a controlled, illegal, synthetic, or look-alike substance (including alcohol), edibles or drug paraphernalia; misuse of legal substances
- Tobacco
 - Smoking on or near school property/possession of tobacco/electronic cigarette/vapes

Safety - Creating a safety hazard or condition for students or staff

- Aggressive behavior - physical or verbal intimidation (posturing, stalking, punching/kicking/slamming objects, yelling, etc.)
- Failure to follow COVID-19 mask/cloth covering guidelines - creating a safety hazard or unsafe condition for students and staff.
- Fake call to attendance office - communication to school by unauthorized person
- Found in an unauthorized area
- Habitual physical contact - hands-on, horseplay, pushing/shoving, tripping
 - Inappropriate physical contact
- Incendiary Devices/Fireworks
 - Possession/use of fireworks/ammunition
- Leaving without permission - class, assembly, building, campus without the appropriate consent of a parent/guardian and administration or main office
 - Violation of Open Campus privileges
 - Violation of Late Arrival/Early Dismissal privileges
- Vandalism - improper disposal of trash, littering, intentional destruction of property
- Unauthorized school entry - entering or assisting any other person to enter a district facility without the consent of a school administrator or authorized school personnel

Threats/Verbal Assault - suggested verbal, written, or physical threat that create reasonable fear of injury or property damage

- Threat to staff or another student(s)
- Threat to one's property, or to the school community

Technology - any misuse listed below in conjunction with any Tier III behavior

- Inappropriate use of district issued computers/internet use - misuse of technology (cellphone, camera, headphones, speaker, etc.)

- Misuse of district-owned electronics and school devices - misuse of district technology (computer, Internet, tablet, camera, etc.)
- Misuse of personal electronic devices - Recording or videotaping of any kind, remotely or in school (classes, hallways, cafeteria, general areas) without prior administrative permission is against New Hampshire wiretapping law. Live feed of audio/visual material is not permitted without prior administrative permission and we ask that no one engage in those practices.
 - Taking unauthorized pictures on school grounds is prohibited.

Vandalism - deliberate destruction of or damage to other individual, school or district property. Restitution for damage to school or private property may be required.

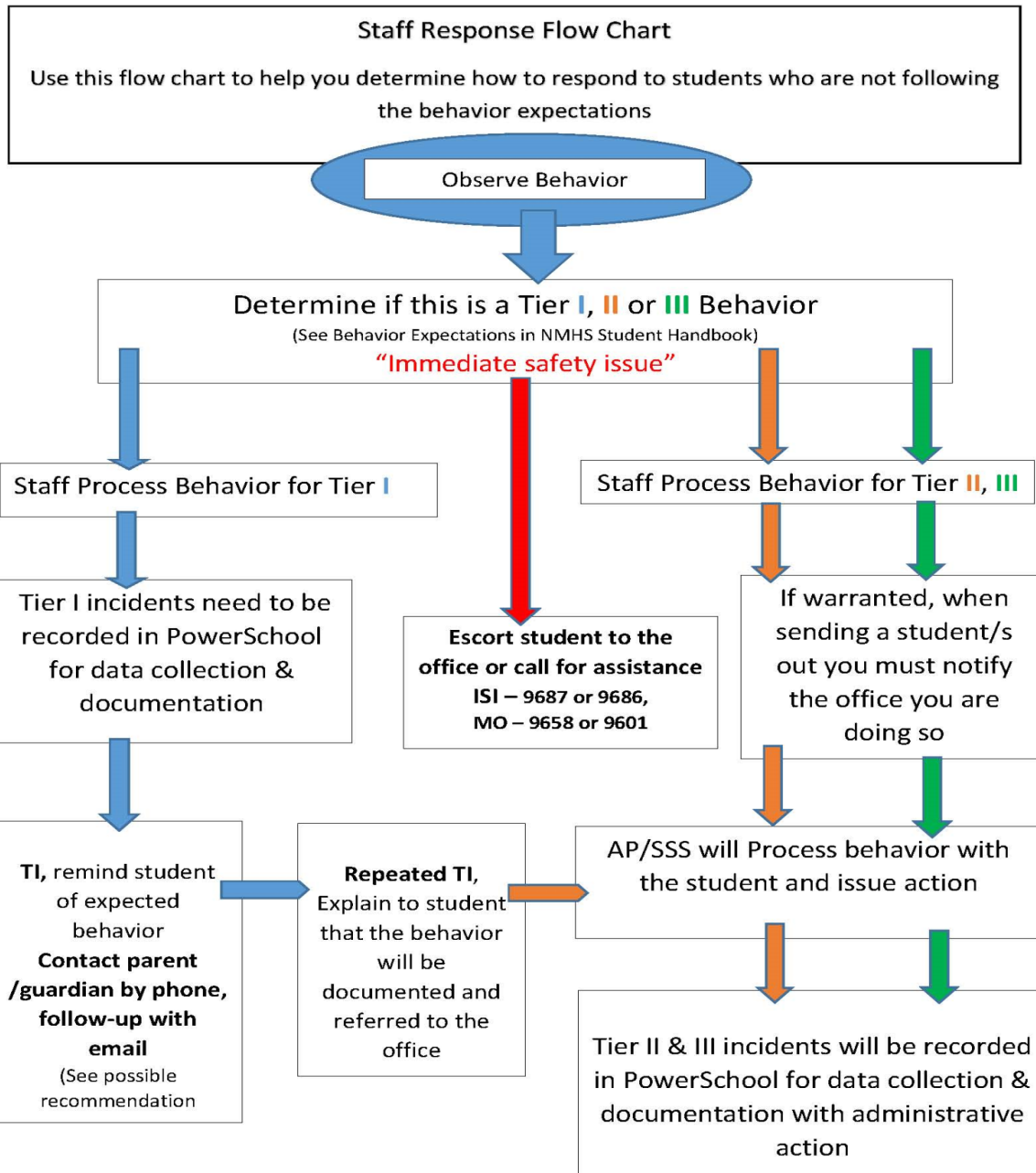
Weapons - Possession of a firearm, knife, taser, explosive, or weaponization of any item which, in the manner it is used, intended to be used, or threatened to be used may cause injury or death.

- In accordance with the Safe School Zone Act, violence, weapons, and crime will not be tolerated on Newport School District property or at any Newport School District-sponsored event. These acts are the most severe violations of the behavior code. Offenses at this level usually go beyond the school discipline system and almost always draw upon law enforcement authorities.

Any improper student behavior that is not specifically mentioned in this handbook, but which poses a threat to the health and/or safety of persons or property at Newport High School or SRVRTC and/or their associated activities, or that creates a disruption or the likelihood of a disruption in the educational climate, school activities, or opportunity to learn by others, will be considered a violation of school rules. Such violations will be dealt with by members of the school administration in a manner consistent with and appropriate to the violation. The appropriate consequences could range from parental notification through detention, in-school intervention, out-of-school suspension, all the way to possible long-term suspension by the school board.

Staff Response Flow Chart

Newport High School



Behavior Intervention Procedures

Student Intervention Conference

The teacher, school support specialist or school administrator will confer with the student and may contact parents by phone. In addition, a meeting may be required with a teacher, student, counselor, school support specialist, parents, school administrators, school resource officer or other appropriate person.

Lunch Detentions

Students may be assigned a lunch detention to be served during lunch with the teacher or in the office. Lunch detentions are at the discretion of the teacher or administration and run for thirty minutes. Parents/guardians will be notified.

The student is expected to use self-reflection and participate appropriately in the intervention process. Students who do not arrive on time, prepared, and respectful will be referred for an office detention.

Teacher After-School Detentions

Students may be assigned an after-school detention to be served after school with the teacher. Detentions are at the discretion of the teacher and run for forty-five minutes, 2:15-3:00 pm. Parents/guardians will be notified a day in advance and are responsible for transportation after the detention is served.

The goal of this time is to allow the teacher and student to process misbehavior, collaborate to solve any existing problems, and plan for future success in the classroom. The student is expected to use self-reflection and participate appropriately in the intervention process. Students who do not arrive on time, prepared, and respectful will be referred to the office for an office detention.

Office Detentions

The school support specialist or school administrator may require that students remain after the regular school day. Office detentions run Monday through Friday for sixty minutes, 2:20 - 3:20 pm. Students and parents/guardians will be notified a day in advance and are responsible for transportation after the detention is served, which the student or parent/guardian may waive to have it served immediately on the day it is processed.

- Students will be provided a detention slip by the school support specialist and/or assistant school administrator with a minimum of a twenty-four-hour notice. Parents/guardians will be notified a day in advance and are responsible for transportation after the detention is served.
- Student involvement in extracurricular or work activity **shall not** postpone detentions. Should a conflict arise with work or any school-sponsored activity, the assigned detention shall take precedence.
- Students who repeatedly do not serve their office detentions will not be allowed to participate in non-curricular activities until the detention obligation has been met.
- Students who do not serve their office detention will be issued two more office detentions and will not be allowed to participate in or attend extracurricular activities.
- Failure to serve two assigned office detentions will result in a three-hour Thursday afternoon office detention.

Team Meeting

Team meetings will be held including student, parent/guardian, teacher(s), school counselor, school support specialist and/or school administrator with the purpose of identifying lagging skills and developing a plan to address and support student behavioral needs.

Refocus Room (RR)

The goal of the refocus room is to help students recover and return to their learning environment by providing structure and support while holding students accountable for their actions by giving them space in a supportive

way. This is to keep students in school, give them an opportunity to be taught critical life skills of self-regulation and for teachers to have a place to send dysregulated students when the learning environment is disrupted. The objective is to provide support for teachers with a plan for those students who need extra support in navigating their school experience. Refocus room staff will communicate the importance of instructional time, correct student behavior and return them to the instructional setting as quickly as possible.

In-School Intervention (ISI)

In-school intervention will be used as a disciplinary action when the infraction warrants a more severe consequence. Students may be assigned to the ISI room for the remainder of the block, multiple blocks or for entire school days. Parents/guardians will be contacted by phone and in writing regarding the ISI placement.

During in-school interventions, students work with school administrators to review and process their behavior as well as plan for successful re-entry to school. We may also create a safety or behavior plan. This could include meeting with student supports such as our student assistance program (SAP) counselor, school counselor, advisor, case manager, etc. Students and parents may opt for regular meetings with these supportive school personnel.

When students aren't meeting with school personnel, they are expected to be quiet and focused on their schoolwork. As appropriate, teachers will work with them during this time. All students with an IEP or 504 who require special service on an in-school intervention day will be accommodated.

- Students serving an all-day in-school intervention will be required to report to the high school's main office at the beginning of the school day, 7:30 AM, and remain in the ISI classroom until the end of the school day at 2:15 PM. Students who come late to ISI will make up the time either after school (parent verification) or on the following school day unless the time missed is approved by the administration.
- During the day(s) of the assigned ISI, students will be permitted to attend after-school functions (practices, games, concerts, meetings etc.) as an observer, but not as a participant. The student is expected to be present, but will not dress in practice attire or team uniform during athletic practices or contests.
- Students who are asked to leave ISI due to non-compliance will be sent home and this will result in a one-day out-of-school suspension (OSS) and return to ISI the next school day. A failure to complete any subsequent ISI will result in further disciplinary action.

Out-of-school Suspension (OSS)

Out-of-school suspension is a consequence used for repeated offenses and/or for single incidents of gross misconduct or illegal infractions. This will be used when all other forms of interventions and consequences have been exhausted or to remove students who are a threat to themselves or others. Due process (see district policies) will be given and a decision will be made by the administration.

Students are expected to make up all work missed during out-of-school suspensions. If the suspension is more than two days teachers will provide work. Work for suspended students will be available in the office for pick-up one school day after the start of the suspension period. If your student is suspended they may not be present on campus, therefore a parent/guardian or designee must pick up the work.

Within one week of returning to school from an out-of-school suspension of ten days or less it is the student's responsibility to meet with his/her teachers. The purpose of this meeting will be to determine the extent of the schoolwork to be made up and to establish a timeline for its completion. Students will be granted a minimum of one day's time per each day of suspension to make-up their schoolwork, not to exceed a maximum of twenty school days from the date the assignment was provided by the teacher. Failure to complete the assigned make-up work may result in a zero for course work.

During the out-of-school suspension, students will not be permitted to attend school functions or be on school property. This includes before- and after-school hours. If a student is on school grounds or at a school function during the time of his/her suspension, it will be considered trespassing and become a police matter. A re-entry meeting to include parents may be required prior to the student's return from a suspension involving gross misconduct or chronic offenses.

District Policies and Procedures (*All district policies can be found at www.sau43.org*)

Student Interviews

It is the practice of the school to cooperate with law enforcement agencies in the interest of the larger welfare of all citizens. At the same time, schools have the responsibility to parents for the welfare of the students while they are in the care of the school. To carry out this responsibility school officials should observe the following:

- A student may not be interrogated on school premises by an authority without the knowledge of a school official.
- Parents of minor students will be notified prior to student involvement in police business while on school property (except pursuant to RSA169-C:38).
- Any interrogation must be done in private and with an official school representative present.
- In a situation where the student is the subject of the investigation, the police will notify parents prior to contact on school property or will provide a court order to school personnel in the form of signed verification (except pursuant to RSA169-C:38).
- A student may not be released into the custody of persons other than parent or legal guardian, unless placed under arrest by legal authority.
- If a student is removed from the school by legal authority, the school will attempt to contact the student's parents.
- The school district reserves the right to inspect lockers, desks and/or cubbies at all times. The school district retains ownership and possession over student storage areas.

Student Searches and Their Property

The administration reserves the right to inspect student lockers at any time with or without reasonable suspicion. Students, their vehicles, and their possessions located on school property may be searched whenever there is reasonable suspicion that the search may uncover evidence that a student is violating school district policies, school rules, or the law.

If a search provides evidence that a student has violated or is violating school district policies, school rules, or the law, such evidence may be seized by school officials and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities.

Recognizing the danger that contraband poses to a healthy and safe school environment, the school district reserves the right to conduct unannounced random searches at any time with the assistance of qualified law enforcement offices. Qualified law enforcement officers and trained canines may be used periodically upon the request of the superintendent and the school administrator to sniff lockers, common areas, vacated classrooms, backpacks, parking lots and school grounds.

Before conducting a search of a student or the student's personal belongings (other than lockers, desks, and/or cubbies) the school administrator and/or designee will attempt to gain the consent of the student to conduct the search. The school administrator and/or designee may conduct a non-consensual search of a student (and/or items such as backpack, car, etc.) if the school administrator and/or designee has reasonable suspicion to believe the search will turn up evidence that the student has violated or is violating the law or the rules of the school-

When matters of safety are involved, any student who refuses to allow a school administrator to inspect their possessions located on school property will be subject to disciplinary action.

Student Grievance

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

1. Submit a written grievance to the staff member or school administrator.
2. Schedule a meeting with the staff member/administrator to discuss the concern.
3. If unresolved, submit a written grievance to the school administrator.
4. Schedule an appointment with the school administrator to discuss concerns (must be scheduled within four days of submitted grievance). All appeals will be held within four days and a final written statement will be issued.

The school administrator's decision will be final unless the original complaint is against the school administrator. In that case, the final decision rests with the superintendent or designee.

Procedural Due Process For Suspensions

The superintendent of schools or designee is authorized to suspend students from school for misconduct, provided:

Prior to any suspension of ten school days or less, the student will be given oral or written notice of the charges against him/her. If the student denies the charges, the student will be given an explanation of the evidence and an opportunity to justify his/her actions. Notification to parents will be made by phone that day. Written notice will be mailed home whenever a student is suspended for three or more academic days.

In all suspensions beyond ten days and in all long-term suspensions, procedural due process will be conducted. Procedural due process will include a meeting and will include a written notice of the charge and, if desired, the opportunity to secure counsel, the opportunity to confront and cross-examine witnesses to verify the student's version of the incident or clarify circumstances which cause the suspension or long-term suspension.

- All notice of suspension or long-term suspension to parents or guardians will note the specific offenses and/or violations pertinent to the cause for suspension or long-term suspension.
- A student may be expelled from school by the Newport School Board for misconduct or for refusal to conform to reasonable rules and regulations of the school and said student will not attend school until restored by the school board.
- All long-term suspensions will be subject to review if requested by a student eighteen years of age or older and parents or guardians prior to the start of each school year.
- All students eighteen years of age or older and parents or guardians have the right to appeal any suspension lasting beyond ten school days to the school board. Any request for an appeal must be made in writing within five school days of the effective date of suspension.
- All students eighteen years of age or older and parents or guardians have the right to appeal any long-term suspension to the State Board of Education.

Students must understand that although they have a right to a public education, they do not have the right to disrupt or interfere with the education of other students. Students who continually violate school rules and disrupt the education of others will be held accountable for their actions.

The school administration will be responsible for determining when cases are referred to the superintendent's office. As a guideline, the third suspendable offense may be referred to the school administrator's office for further action. That action can range from additional days of suspension to referral to the superintendent for further action.

Weapons

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

Any student may be expelled by the school board for possession of a pellet or BB gun, knife, or weapon listed in RSA 159 and the student will not attend school until restored by the school board. Any long-term suspension will be subject to review if requested prior to the start of each school year and further, any parent/guardian has the right to appeal any such long-term suspension by the board to the state board of education (RSA 193:13, II).

Any student who brings or possesses a firearm as defined in Section 921 of Title 18 of the United States code in a safe school zone as defined in RSA 193-D:1, II without written authorization from the superintendent or designee WILL be expelled from school by the review by the local school board for a period of not less than twelve months. Any long-term suspension will be subject to review by the local school board or requested by a parent/guardian prior to the start of each school year, and further, the parent/guardian will have the right to appeal any such long-term suspension by the local school board to the state board of education within twenty

days of the board's decision. The term "firearm" means:

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

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

It is the policy of the Newport School District that the superintendent may modify any student long-term suspension upon such criteria as the school board will establish on a case-by-case basis (RSA 193:13, IV).

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

BULLYING/HARASSMENT

Related Policy: [Section E Support Services](#), [Section I Instruction](#) and [Section J Students Policies and Procedures](#)

Prevention And Investigative Procedures

Students must learn to respect the values and dignity of each individual. This means that students are expected to be kind and respectful to each other. In addition, many of our classrooms use the Responsive Classroom approach to create a classroom community of belonging.

Unfortunately, student conflicts still arise. Most often, these conflicts are managed within individual classrooms. Frequently, the school counselor is called on to facilitate a solution between the students. Occasionally, the school administrator may intervene if the conflict has escalated and disciplinary action is necessary. Below is an outline of the procedures used by administration when it is reported that student conflicts have escalated to bullying.

I. According to NH RSA 193-F:3, the definitions are as follows:

Bullying. Bullying is hereby defined as a single significant incident or a pattern of incidents involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at another student which:

- Physically harms a student or damaging the student's property;
- Causes emotional distress to a student;
- Interferes with a student's educational opportunities;
- Creates a hostile educational environment; or
- Substantially disrupts the orderly operation of the school.

Bullying shall also include actions motivated by an imbalance of power based on a student's actual or perceived personal characteristics, behaviors, or beliefs, or motivated by the student's association with another person and based on the other person's characteristics, behaviors or beliefs.

Cyberbullying. Cyberbullying is defined as any conduct defined as “bullying” in this policy that is undertaken through the use of electronic devices. For purposes of this policy, any references to the term bullying shall include cyberbullying.

Electronic devices. Electronic devices include but are not limited to, telephones, cellular phones, computers, pagers, electronic mail, instant messaging, text messaging and websites.

School property. School property means all real property and all physical plant and equipment used for school purposes, including public or private buses or vans.

Victim. Victim means a student against whom bullying or cyberbullying has been perpetrated.

The administration will investigate all reported instances of bullying in accordance with NSB policies. Any references in this policy to “parent” shall include parents or legal guardians.

II. Statement Prohibiting Bullying or Cyberbullying of a student RSA 193-F:4, II (a)

The school board is committed to providing all students a safe and secure school environment. This policy is intended to comply with RSA 193-F. Conduct constituting bullying or cyberbullying will not be tolerated and is hereby prohibited.

Further, in accordance with RSA 193-F:4, the district reserves the right to address bullying and, if necessary, impose discipline for bullying that occurs on, or is delivered to, school property or a school-sponsored activity or event on or off school property or occurs off school property or outside of a school-sponsored activity or event if the conduct interferes with a student’s educational opportunities or substantially disrupts the orderly operation of the school or school-sponsored activity or event. The superintendent is responsible for ensuring that this policy is implemented.

III. Statement Prohibiting Retaliation or False Accusations RSA 193-F:4, II (b)

False Reporting:

A student found to have wrongfully and intentionally accused another of bullying may face discipline or other consequences, ranging from interventions up to and including suspension or long-term suspension.

Reprisal or Retaliation:

The district will discipline and take appropriate action against any student, teacher, administrator, volunteer, or other employee who retaliates against any person who makes a good faith report of alleged bullying or against any person who testifies, assists, or participates in a proceeding or hearing relating to such bullying

- The consequences and appropriate remedial action for a student, teacher, school administrator or school volunteer who engages in reprisal or retaliation shall be determined by the school administrator after consideration of the nature, severity and circumstances of the act, in accordance with law, board policies and any applicable collective bargaining agreements.
- Any student found to have engaged in reprisal or retaliation in violation of this policy shall be subject to measures up to and including suspension and long-term suspension.
- Any teacher or school administrator found to have engaged in reprisal or retaliation in violation of this policy shall be subject to discipline up to and including termination of employment.
- Any school volunteer found to have engaged in reprisal or retaliation in violation of this policy shall be subject to measures up to and including exclusion from school grounds.

Process to Protect Students From Retaliation:

If the alleged victim or any witness expresses to the school administrator or other staff member that they believe they may be retaliated against, the school administrator shall develop a process or plan to protect that student from possible retaliation. Each process or plan may be developed on a case-by-case basis.

Suggestions include, but are not limited to, rearranging student class schedules to minimize their contact, stern warnings to alleged perpetrators, temporary removal of privileges, or other means necessary to protect against possible retaliation.

IV. Protection of All students RSA 193-F:4, II (c)

This policy shall apply to all students and school-aged persons on school district grounds and participating in school district functions, regardless of whether such student or school-aged person is a student within the district.

V. Disciplinary Consequences for Violations of This Policy RSA 193-F:4, II (d)

The district reserves the right to impose disciplinary measures against any student who commits an act of bullying, falsely accuses another student of bullying, or who retaliates against any student or witness who provides information about an act of bullying. In addition to imposing discipline under such circumstances, the school board encourages the administration and school district staff to seek alternatives to traditional discipline, including but not limited to early intervention measures, alternative dispute resolution, conflict resolution and other similar measures.

VI. Distribution and Notice of This Policy RSA 193-F:4 II (e)

Staff and Volunteers:

All staff will be provided with a copy of this policy annually. The superintendent may determine the method of providing the policy (employee handbook, hard copy, etc.) The superintendent will ensure that all school employees and volunteers receive annual training on bullying and related district policies.

Students:

All students will be provided with a copy of this policy annually. The superintendent may determine the method of providing the policy (student handbook, mailing, hard copy, etc.). Students will participate in an annual education program which sets out expectations for student behavior and emphasizes an understanding of harassment, intimidation, and bullying of students, the district's prohibition of such conduct and the reasons why the conduct is destructive, unacceptable, and will lead to discipline. Students shall also be informed of the consequences of bullying conduct toward their peers.

Parents:

All parents will be provided with a copy of this policy annually. The superintendent may determine the method of providing the policy (parent handbook, mailing, etc.). Parents will be informed of the program and the means for students to report bullying acts toward them or other students and are encouraged to take advantage of opportunities to talk to their children about bullying, report bullying when it occurs, inform the school immediately if they think their child is being bullied or is bullying other students, and cooperate fully with school personnel in identifying and resolving incidents.

Additional Notice and School District Programs

The school board may, from time to time, host or schedule public forums in which it will address the anti-bullying policy, discuss bullying in the schools, and consult with a variety of individuals including teachers, administrators, school counselors, school psychologists and other interested persons.

VII. Procedure for Reporting Bullying RSA 193-F:4 II (f)

At each school, the school administrator shall be responsible for receiving complaints of alleged violations of this policy.

Student Reporting

Any student who believes they have been the victim of bullying should report the alleged acts immediately to the school administrator. If the student is more comfortable reporting the alleged act to a person other than the school administrator, the student may tell any school district employee or volunteer about the alleged bullying.

Any school employee or volunteer who witnesses, receives a report of, or has knowledge or belief that bullying may have occurred shall inform the school administrator as soon as possible, but no later than the end of the school day.

The school administrator may develop a system or method for receiving anonymous reports of bullying. Although students, parents, volunteers, and visitors may report anonymously, formal disciplinary action may not be based solely on an anonymous report. Independent verification of the anonymous report shall be necessary in order for any disciplinary action to be applied.

The administration may develop student reporting forms to assist students and staff in filing such reports. An investigation shall still proceed even if a student is reluctant to fill out the designated form and chooses not to do so. Upon receipt of a report of bullying, the school administrator shall commence an investigation consistent with the provisions of Section XI of this policy.

Staff Reporting

An important duty of the staff is to report acts or behavior that they witness that appears to constitute bullying. All district employees and volunteers shall encourage students to tell them about acts that may constitute bullying. For young students, staff members may provide direct assistance to the student. Any school employee or volunteer who witnesses, receives a report of, or has knowledge or belief that bullying may have occurred shall inform the school administrator as soon as possible, but no later than the end of the school day. Upon receipt of a report of bullying, the school administrator shall commence an investigation consistent with the provisions of Section XI of this policy.

VIII. Procedure for Internal Reporting Requirements RSA 193-F:4, II (g)

In order to satisfy the reporting requirements of RSA 193-F:6, the school administrator or designee shall be responsible for completing all New Hampshire Department of Education forms and reporting documents of substantial incidents of bullying. Said forms shall be completed within ten school days of any substantial incident. Upon completion of such forms, the school administrator or designee shall retain a copy and shall

forward one copy to the superintendent. The superintendent shall maintain said forms in a safe and secure location.

IX. Notifying Parents of Alleged Bullying RSA 193 F=4: II (h)

The school administrator shall report to the parents of a student who has been reported as a victim of bullying and to the parents of a student who has been reported as a perpetrator of bullying within forty-eight hours of receiving the report. Such notification may be made by telephone, writing or personal conference. The date, time, method, and location (if applicable) of such notification and communication shall be noted in the report. All notifications shall be consistent with the student privacy rights under the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA).

X. Waiver of Notification Requirement RSA 193-F:4, II (j)

The superintendent may, within a forty-eight-hour time period, grant the school administrator a waiver from the requirement that the parents of the alleged victim and the alleged perpetrator be notified of the filing of a report. A waiver may only be granted if the superintendent deems such a waiver to be in the best interest of the victim or perpetrator. Any waiver granted shall be in writing.

XI. Investigative Procedures RSA 193-F:4 II (j)

- Upon receipt of a report of bullying, the school administrator shall, within five school days, initiate an investigation into the alleged act. If the school administrator is directly and personally involved with a complaint or is closely related to a part of the complaint, then the superintendent shall direct another district employee to conduct the investigation.
- The investigation may include documented interviews with the alleged victim, alleged perpetrator and any witnesses. All interviews shall be conducted privately, separately, and shall be confidential. Each individual will be interviewed separately and at no time will the alleged victim and perpetrator be interviewed together during the investigation.
- If the alleged bullying was in whole or in part cyberbullying, the school administrator may ask students and/or parents to provide the district with printed copies of emails, text messages, website pages, or other similar electronic communications.
- A maximum of ten school days shall be the limit for the initial filing of incidents and completion of the investigative procedural steps.
- Factors the school administrator or other investigator may consider during the course of the investigation include, but not limited to:
 - Description of the incident, including the nature of the behavior;
 - How often the conduct occurred;
 - Whether there were past incidents or past continuing patterns of behavior;
 - The characteristics of parties involved (name, grade, age, etc.);
 - The identity and number of individuals who participated in bullying behavior;
 - Where the alleged incident(s) occurred;
 - Whether the conduct adversely affected the student's education or educational environment;
 - Whether the alleged victim felt or perceived imbalance of power as a result of the reported incident; and
 - The date, time and method in which parents or legal guardians of all parties involved were contacted.

- The school administrator shall complete the investigation within ten school days or receive the initial report. If the school administrator needs more than ten school days to complete the investigation, the superintendent may grant an extension of up to seven school days. In the event such extension is granted, the school administrator shall notify in writing all parties involved of the granting of the extension.
- Whether a particular action or incident constitutes a violation of this policy shall require a determination based on all facts and surrounding circumstances and shall include recommended remedial steps necessary to stop the bullying and a written final report to the school administrator.
- Students who are found to have violated this policy may face discipline in accordance with other applicable board policies, up to and including suspension. Students facing discipline will be afforded all due process required by law.

XII. Response to Remediate Substantiated Instances of Bullying RSA 193-F:4, II (k)

Consequences and appropriate remedial actions for a student who commits one or more acts of bullying or retaliation may result in suspension or long-term suspension of students. Consequences for a student who commits an act of bullying or retaliation shall be varied and graded according to the nature of the behavior, the developmental age of the student, and the student's history of problem behaviors and performance. Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim, and take corrective action for documented systemic problems related to bullying.

Examples of the consequences may include, but are not limited to:

- Admonishment
- Temporary removal from classroom
- Deprivation of privileges
- Classroom or administrative detention
- Referral to disciplinarian
- In-school intervention
- Out-of-school suspension
- Expulsion

Examples of remedial measures may include, but are not limited to:

- Restitution
- Mediation
- Peer support group
- Corrective instruction or other relevant learning experience
- Behavior assessment
- Student counseling
- Parent conferences

In support of this policy, the board promotes preventative educational measures to create greater awareness of aggressive behavior, including bullying. The board encourages the superintendent to work collaboratively with all staff members to develop responses other than traditional discipline as a way to remediate substantiated instances of bullying.

XIII. Reporting of Substantiated Incidents to the Superintendent RSA 193-F:4 II (l)

The school administrator shall forward all substantiated reports of bullying to the superintendent upon completion of the school administrator's investigation.

XIV. Communication With Parents Upon Completion of Investigation RSA 193-F:4 II (m)

Within two school days of completing an investigation, the school administrator will notify the students involved in person of his/her findings and the result of the investigation. The school administrator will notify via telephone the parents of the alleged victim and alleged perpetrator of the results of the investigation. The school administrator will also send a letter to the parents within twenty-four hours again notifying them of the results of the investigation. If the parents request, the school administrator shall schedule a meeting with them to further explain his/her findings and reasons for his/her actions.

In accordance with the Family Educational Rights and Privacy Act and other laws concerning student privacy, the district will not disclose educational records of students including the discipline and remedial action assigned to those students and the parents of the other students involved in a bullying incident.

XV. Appeal

For non-disciplinary remedial actions where no other review procedures govern, the parents of the students involved in the bullying shall have the right to appeal the school administrator's decision to the superintendent in writing within five school days. The superintendent shall review the school administrator's decision and issue a written decision within ten school days. If the aggrieved party is still not satisfied with the outcome, the aggrieved party may file a written request for review by the school board within ten school days of the superintendent's decision. The school board will adhere to all applicable New Hampshire Department of Education administrative rules.

The procedures under RSA 193:13, Ed 317, and the district policies establish the due process and appeal rights for students disciplined for acts of bullying. The school board or its designee will inform parents of any appeal rights they may have to the New Hampshire State Board of Education.

XVII. Capture of Audio Recordings on School Buses

Pursuant to RSA 570-A:2, notice is hereby given that the board authorizes audio recordings to be made in conjunction with video recordings of the interior of school buses while students are being transported to and from school or school activities. The superintendent, along with the facilities coordinator and the transportation coordinator, shall ensure that there is a sign informing the occupants of school buses that such recordings are occurring.

XVIII. Use of Video or Audio Recordings in Student Discipline Matters

The district reserves the right to use audio and/or video recording devices on district property (including school buses) to ensure the health, safety and welfare of all staff, students and visitors. Placement and location of such devices will be established in accordance with district policy.

In the event an audio or video recording is used as part of a student discipline proceeding, such video may become part of a student's education record. If an audio or video recording does become part of a student's education record, district policy will be followed.

NEWPORT SCHOOL DISTRICT SCHOOL POLICIES & PROCEDURES

All district policies can be found at <https://www.sau43.org/page/policy-procedures>

Family Educational Rights And Privacy Act (FERPA)

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

- A. The right to inspect and review the student’s educational records within forty-five days of the day the district receives a request for access. Parents/guardians or eligible students should submit to the school administrator (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The school administrator will make arrangements for access and notify the parent/guardian or eligible student of the time and place where the records may be inspected.
- B. The right to request an amendment of the student’s education records that the parent/guardian or eligible student believes are inaccurate or misleading. Parents/guardians or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading.
- C. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. (See Notification of Disclosure of Directory Information below.) One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel), a person serving on the school board, a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist), or a parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. A student's permanent record will be transferred as the student advances in the school system. The individual records from each school will be kept at that particular school.

McKinney-Vento Homeless Assistance Act

According to the McKinney-Vento Homeless Assistance Act, a family or youth is homeless if they are:

1. Sharing the housing of other persons due to loss of housing, economic hardship, or similar reason;
2. Living in motels, hotels, trailer parks or camping grounds due to the lack of alternative accommodations;
3. Living in emergency or transitional shelters;
4. Abandoned in hospitals;
5. Awaiting foster care placement;
6. Living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;
7. Unaccompanied youth who are youth not in the physical custody of a parent or guardian.

Remember that the school district is available to assist families and lend support, so that each child and youth is in school and achieving. Please speak with your school administrator and/or school counselor. All matters of this concern will always be confidential and will be dealt with sensitively.

Residency Requirements

School district policy mandates that no person shall attend school, or send a student to the school, in any district of which the student is not a legal resident, without the consent of the district or of the school board. Questions about residency can be answered by the SAU office.

Students from each of the sending districts (Goshen, Croydon, Lempster, and Unity) must register at their local SAU office with proof of residence as part of the tuition agreements.

Section 504 Plans

Section 504 is a far-reaching law that extends protections to individuals with disabilities in most aspects of their lives. Section 504 defines an individual with a disability as anyone who experiences a “mental, psychological or physiological disorder that interferes with an individual's civil right to one or more major life activities.”

When parents or school personnel identify a concern for which a 504 plan might be appropriate, the school counselor or school administrator will convene a meeting of a 504 planning team. The team varies from student to student and generally consists of the parent, the classroom teacher, and any other school personnel with knowledge of the student that might be helpful (e.g. building nurse, psychologist, social worker, learning behavior specialist etc.). The 504 planning team then will determine if the child has a disability within the meaning of Section 504. Information used by the team may come from standardized measures, interviews with the child and parents, rating scales, observational data, adaptive behavior assessments, teacher records, social and cultural background data, criterion referenced measures, medical reports and/or records reviews.

Upon its determination that a child is eligible under Section 504, the 504 planning team must determine what accommodations are needed to meet the child's needs as they relate to the general educational setting. The 504 planning team shall then prepare a 504 plan for an eligible disabled student. The 504 plan provides reasonable accommodations to which the student is entitled, based on the student's individual needs. Once the plan has been developed, the general education team (including specialists and related arts teachers) is responsible for implementing the plan.

Student Records Notice

Newport School District, in compliance with the Family Educational Rights and Privacy Act of 1974, guarantees students, parents and guardians the right to inspect all personally identifiable records maintained in the school. Students, parents and guardians may challenge any educational records that they believe are inaccurate or misleading. The school administrator will respond to a written request to inspect records in a timely manner, but no later than forty-five days.

Student Rights Regarding Participation In Data Collection

The Protection of Student Rights Amendment [PPRA], 20 U.S.C. 1232h affords legal guardians or eligible students certain rights regarding the conduct of the Newport School District of surveys, collection and use of information for marketing purposes and certain physical exams. The PPRA requires the Newport School District to notify legal guardians and to obtain consent or allow legal guardians to opt their child out of participating in certain school activities.

Technology Policy

Related Policy: [Section A General School Administration](#) and [Section J Students Policies and Procedures](#)

Technology

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Responsible Use Guidelines

The purpose of this document is to inform parents, guardians, students and staff of the rules governing the use of district and personal technology resources while on or near school property, in school vehicles and at school-sponsored activities, as well as the use of district technology resources via off-campus remote access. Newport School District reserves the right to modify the terms and conditions of this document at any time.

Introduction

Newport School District is pleased to offer students and staff the privilege of access to district computers, communications technologies, the Internet, and an array of technology resources to promote educational excellence and support our educational goals.

Pursuant to New Hampshire Revised Statutes Annotated 194:3-d, this Responsible Use Guidelines and Agreement shall serve as a statement on the responsible use of the various technology resources available to all authorized students of the Newport School District including, but not limited to, the Newport School District computers, network, electronic mail system (email), website (homepage), and Internet access. This includes all internal (intranet) and external (Internet) connections, as well as all of the computer hardware, operating system, software, application software, stored texts and data files. This also includes electronic mail, local databases, externally accessed databases, CD-ROM, recorded magnetic or optical media, clip art, digital images, digitized information, communications technologies, and new technologies as they become available. Stand-alone workstations are also governed by this agreement.

Each student/staff member is responsible for her/his use of technology, whether personal or district-provided. While using district and personal technology resources on or near school property, in school vehicles and at school-sponsored activities, as well as using district technology resources via off-campus remote access, each student/staff member must act in an appropriate manner consistent with school, district, and legal guidelines. It is the joint responsibility of school personnel and the parent or guardian of each student to educate the student about his/her responsibilities and to establish expectations when using technology.

District technology resources are provided to students to conduct research, complete assignments, and communicate with others in furtherance of their education. Access is a privilege not a right; as such, general rules of school behavior apply. Access to these services is given to students who agree to act in a considerate and responsible manner. Just as students are responsible for good behavior in a classroom or a school hallway, they must also be responsible when using school computer networks or personal technologies.

Using the Internet and Communications Systems

The educational value of technology integration in curriculum is substantial and access to the Internet enables students/staff to use extensive online libraries and databases. Newport School District believes that the benefits of student/staff access to the Internet in the form of information resources and opportunities for collaboration exceed any disadvantages. Families should be warned that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate, profane, sexually oriented or potentially offensive to some people.

While the intent is to make Internet access available to further educational goals and objectives, students may find ways to access these other materials as well. Newport School District does not condone or permit the use of this material and uses content filtering software to protect students to the extent possible. Parents and guardians must be aware that content filtering tools are not completely fail-safe and while at school, direct supervision by school personnel of each student using a computer is desired but not always possible.

The school district is not responsible for the quality and content of information available to your child through the Internet. While exercising privileges to use the Internet as an educational resource, students shall also accept the responsibility for all material received. If a student accidentally accessed inappropriate material they should back out of that information at once and notify the supervising adult.

Students must comply with district standards and honor this agreement to be permitted the use of technology and are expected to use technology resources in a manner consistent with the rules below and will be held responsible for their intentional misuse. Students who do not abide by district policies will be subject to disciplinary action.

Students/staff should understand that all digital storage is district property, and as such, network administrators will review files and communications to maintain system integrity and ensure that students/staff are using technology responsibly.

Acceptable Use and Activities

All district technology resources, including but not limited to district computers, communications systems and the Internet, must be used in support of education and academic research and must be used in a manner consistent with the educational mission and objectives of Newport School District.

Activities that are permitted and encouraged include: school work, original creation and presentation of academic work, research on topics being studied in school research for opportunities outside of school related to community service, employment or further education.

Students are responsible for appropriate behavior when using the Newport School District technology resources, just as they are in a classroom or a school hallway. As outlined in the student handbook, general school rules for behavior and communications apply.

Student users are expected to abide by the generally accepted rules of network etiquette, using polite and appropriate language.

Student users have the responsibility of keeping all pornographic material, inappropriate text files, or files dangerous to the integrity of the network from entering the school, and to report all violations.

Students are expected to report harassment, threats, hate speech and inappropriate content to a teacher or administrator. If a student has any questions about whether a specific activity is permitted, he or she should ask a teacher or administrator.

Unacceptable Use

Behaviors and activities that shall result in appropriate disciplinary action include, but are not limited to:

- Interfering with the normal and proper operation of the computers, network, email system, website or Internet access.
- Damaging or modifying computers or networks (or attempting to) which includes but is not limited to intentional or neglectful transmission of viruses or other destructive computer files; using devices to alter the function of the computer or network, hacking into district or external computers; intentionally bypassing district filters or avoid monitoring or review by the system administrator or district staff.
- Trespassing in another's folders, work, or files including, but not limited to erasing, modifying, renaming, or making unusable anyone else's files or programs.
- Creating, transferring, accessing, viewing, storing or otherwise using any text, image, movie or sound recording that contains pornography, profanity, obscenity, language or sexually explicit materials.
- Downloading (or attempting to) software or files without authorization or approval from district staff.
- Using obscene language, harassing, insulting, ostracizing, or intimidating others or conducting oneself in a way that is harmful or deliberately offensive to others.
- Downloading, storing or transferring unnecessarily large files.
- Sharing personal passwords or personal information with others, using someone else's password or misrepresenting one's true identity, including using another account than one's own to log onto the network.
- Plagiarism or representing the work of others as one's own including but not limited to representing Copyright ©, Registered ®, and/or Trademark ™ materials as one's own work; searching, viewing, communicating, publishing, downloading, storing, or retrieving materials that are not related to schoolwork, community service, employment or further education (thus, searching inappropriate materials is not permitted); non-educational uses such as games, role-playing multi-user environments, gambling, junk mail, chain mail, jokes or raffles; participating in online chat rooms or using instant messaging, unless specifically assigned by a teacher; use of district resources for commercial purposes, personal financial gain, or fraud; promoting, supporting or celebrating religion or religious institutions.
- Involvement in any activity prohibited by law or school district policy.

Unacceptable Email Use

- Uploading, downloading, forwarding, or viewing hate mail, chain letters, harassing or libelous statements, discriminatory remarks, pornographic materials, violent materials, or any other inappropriate materials.
- Reposting or forwarding someone else's communication or emails without that person's prior consent.
- Using harassing, racist, sexist or discriminatory remarks and other antisocial behaviors.
- Using email, newsgroups, list servers, instant chat rooms and discussion groups for non-educational purposes.
- Newport School District reserves the right to add and include additional behaviors and activities that can result in appropriate disciplinary action.

Consequences of Misuse

Misuse of personal or district technology resources while on or near school property, in school vehicles and at school-sponsored activities, as well as the use of district technology resources via off-campus remote access will result in appropriate consequences consistent with the current disciplinary guidelines of the Newport School District up to and including long-term suspension.

Each school administrator, along with the district administration will determine what is appropriate use and that decision is final. The school administrator and district administration may close an account at any time as deemed necessary. The user and/or parent/guardian may be held financially responsible for any harm to the system as a result of intentional misuse.

A school may temporarily hold (pending parental or same-day pick up) personal technology resources that are used inappropriately. Individual schools may choose to have additional rules and regulations pertaining to the use of personal, networked, and communications resources in their respective buildings. Furthermore, intentional unauthorized access and/or damage to networks, servers, user accounts, passwords, or other district resources may be punishable under local, state, or federal law.

(Communication technologies include email, websites, cell phones, pagers, text messaging, instant messaging, blogging, podcasting, listservs, and/or other emerging technologies).

Electronic Mail (E-mail)

Your student's teachers will be using Google Apps for lessons, assignments, and communication. Google Apps student accounts created by the school district will be managed based on grade level and adherence to our Responsible Use Policies. Teacher supervision and school content filters are used to prevent access to inappropriate content and ensure that student use of digital tools follows the district Responsible Use Policy referenced above. All students will receive access to the document creation, shared calendar, and collaboration tools.

Internet email will not be an option at this time for students in grades K-5. For students in grades 6-12, email will be enabled within the SAU 43 domain. Grade 9-12 can receive outside email that is related to school courses and activities. Efforts will be made to prevent unsolicited and inappropriate messages from reaching their accounts.

Google Apps for Education is also available at home, the library, or anywhere with Internet access. School staff will monitor student use of Apps when students are at school. Parents are responsible for monitoring their child's use of Apps when accessing programs from home. Students are responsible for their own behavior at all times.

All email use within the district must adhere to the ownership and usage guidelines as follows:

- Email will be used appropriately in a school setting. For virus protection, email from an unknown sender should not be opened.
- Email messages sent within the district are considered public record so must protect the privacy and rights of students and families.
- The school district reserves the right to access and disclose the contents of all messages created, sent, or received.
- Students and staff are responsible for all mail sent and received.
- Incidental and occasional personal use of email is permitted. Such messages become the property of the school district and are subject to the same conditions as school/business email.

The following laws and policies help to protect our students online:

Child Internet Protection Act (CIPA)

The school is required by CIPA to have technology measures and policies in place that protect students from harmful materials including those that are obscene and pornographic. This means that student email is filtered. Mail containing harmful content from inappropriate sites will be blocked.

-- CIPA - <http://fcc.gov/cgb/consumerfacts/cipa.html>

Children's Online Privacy Protection Act (COPPA)

COPPA applies to commercial companies and limits their ability to collect personal information from children under thirteen. By default, Google advertising is turned off for Apps for Education users. No personal student information is collected for commercial purposes. This permission form allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

-- COPPA - <http://www.ftc.gov/privacy/coppafaqs.shtm>

Family Educational Rights and Privacy Act (FERPA) (For Technology)

FERPA protects the privacy of student education records and gives parents rights to review student records. Under FERPA, schools may disclose directory information (name, phone, address, grade level, etc.), but parents may request that the school not disclose this information.

The school will not publish confidential education records (grades, student ID #, etc.) for public viewing on the Internet.

The school may publish student work and photos for public viewing, but will not publish student last names or other personally identifiable information.

Parents may request that photos, names and general directory information about their children not be published.

Parents have the right at any time to investigate the contents of their child's email and Apps for Education files.
-- FERPA - <http://www2.ed.gov/policy/gen/guid/fpco/ferpa>

Title I Parent Involvement In Education

The Newport School Board endorses the parent/guardian involvement goals of Title I and encourages the regular participation by parents/guardians of Title I eligible children in all aspects of the program. The education of children is viewed as a cooperative effort among the parents/guardians, school and community. In this policy, the word "parent" also includes guardians and other family members involved in supervising the child's schools. Pursuant to federal law, the district will develop jointly with, agree with, and distribute to parents of children participating in the Title I program, written parent involvement policy.

At the required individual parent meeting of Title I parents, parents will have opportunities to participate in the design, development, operation and evaluation of the program for the next school year. Proposed activities shall be presented to fulfill the requirements of parental involvement goals. In addition to the required annual meeting, at least three additional meetings shall be held, at various times of the day and/or evenings, for parents of children participating in the Title I program. These meetings shall be used to provide parents with:

1. Information about programs provided under Title I;
2. A description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children; and
4. The opportunity to bring parent comments, if they are dissatisfied with the school's Title I program, to the district level.

Title I funding, if sufficient, may be used to facilitate parent attendance at meetings through payment of transportation and childcare costs.

The parents of children identified to participate in Title I programs shall receive from the school administrator and Title I staff an explanation of the reasons supporting each child's selection for the program, a set of objectives to be addressed, and a description of the services to be provided. Opportunities will be provided for the parents to meet with the classroom and Title I teachers to discuss their child's progress. Parents will also receive guidance as to how they can assist in the education of their children at home.

Resources:

"National Standards for Parent/Family Involvement Programs" National NTA (reprinted May 1998);
Improving America's School Act, P.L. No. 103-382, Sec. 1112; Local Education Agency Plans, P.L. 107-110,
"No Child Left Behind Act of 2001," Title I-Improving the Academic Achievement of the Disadvantaged, Sec 1118 Policy.

APPENDIX A
OUR R.O.A.R. RUBRICS

Location	Respect	Ownership	Academic	Relationships
Classroom	<ul style="list-style-type: none"> ▪ Be engaged in classroom activities ▪ Speak in turn and respond politely at the appropriate times ▪ Dress appropriately ▪ Be respectful by raising your hand ▪ Actively listen while others speak 	<ul style="list-style-type: none"> ▪ Resolve conflicts constructively ▪ Treat others how you want to be treated ▪ Be honest about your choices and actions ▪ Appropriate use of electronics 	<ul style="list-style-type: none"> ▪ Do your own work ▪ Come prepared for class ▪ Do your work and do your best ▪ Start / End class following procedures 	<ul style="list-style-type: none"> ▪ Be in class, stay in class, and arrive on time ▪ Come prepared for class ▪ Do your work and do your best ▪ Report unsafe behavior or conditions ▪ Take care of your learning environment ▪ Keep track of due dates
Hallway	<ul style="list-style-type: none"> ▪ Use language, voice and actions that is respectful of others and the environment ▪ Respond to and acknowledge others appropriately ▪ Appropriately display affection 	<ul style="list-style-type: none"> ▪ Be aware of your surroundings ▪ Stay electronic free ▪ Appropriately use lockers ▪ Walk on the right side of the hallway ▪ Use restroom and get drinks before class 	<ul style="list-style-type: none"> ▪ Be where you are supposed to be ▪ Respond and acknowledge others appropriately ▪ Gather all needed materials while you are at your locker 	<ul style="list-style-type: none"> ▪ Minimize the amount of time out of class ▪ Report unsafe behavior and conditions
Cafeteria	<ul style="list-style-type: none"> ▪ Interact Positively with others ▪ Wait with patience ▪ Clear your table and dispose of trash properly ▪ Display affection Appropriately ▪ All seats are available to all students 	<ul style="list-style-type: none"> ▪ Remain in the cafeteria for the full lunch period ▪ Pay for all items ▪ Use your own number ▪ Use all property and materials with permission as intended ▪ Buy food for yourself with your own money 	<ul style="list-style-type: none"> ▪ Leave food in the cafeteria ▪ Eat healthy to engage your brain ▪ Manage time to eat and leave the café and get to class on time 	<ul style="list-style-type: none"> ▪ Clear your table and dispose of trash properly ▪ Only be in the cafeteria for lunch, during your assigned period
Bathroom	<ul style="list-style-type: none"> ▪ Use all property and materials with permission and care ▪ Keep the area clean 	<ul style="list-style-type: none"> ▪ Maintain personal space ▪ Maintain personal health and safety 	<ul style="list-style-type: none"> ▪ Use bathroom within time limits ▪ Use bathroom at appropriate times ▪ Go during passing so you are not to miss academics 	<ul style="list-style-type: none"> ▪ Use all property and materials with permission and care ▪ Sign out/in of your classroom ▪ Report unsafe behavior or conditions
Assembly/ Event/ Field Trip	<ul style="list-style-type: none"> ▪ Model positive behavior and acknowledge it in others ▪ Help create an environment where everyone can enjoy the activity ▪ Display school spirit in appropriate ways both at NHMS and at other facilities ▪ Be respectful of all school and non-school staff ▪ Applaud speakers and performances 	<ul style="list-style-type: none"> ▪ Only use designated entrances and exits ▪ In case of an emergency, follow evacuation procedures ▪ Maintain personal health and safety by avoiding alcohol, drugs and weapons ▪ Report unsafe behavior or conditions. 	<ul style="list-style-type: none"> ▪ Be respectful ▪ Engage in activities and find ways how to apply to themselves 	<ul style="list-style-type: none"> ▪ Stay in designated area ▪ Consume food, drink, and gum in appropriate areas ▪ Report unsafe behavior or conditions ▪ Keep area clean

APPENDIX B

Work Habits Rubric

	4- Exemplary	3- Meeting	2- Approaching	1- Developing
Communication	Demonstrates all practices in proficient category at a high level and/or consistently over multiple projects	Demonstrates all: <ul style="list-style-type: none"> • Communicates effectively using multiple modalities • Interprets information using multiple senses • Demonstrates ownership of the work 	Demonstrates some but not all practices in proficient category	Demonstrates one or none of the practices in proficient category
Creativity	Demonstrates all practices in proficient category at a high level and/or consistently over multiple projects	Demonstrates all: <ul style="list-style-type: none"> • Thinks originally and independently • Takes risks • Considers alternate perspectives • Incorporates diverse resources 	Demonstrates some but not all practices in proficient category	Demonstrates one or none of the practices in proficient category
Collaboration	Demonstrates all practices in proficient category at a high level and/or consistently over multiple projects	Demonstrates all: <ul style="list-style-type: none"> • Contributes respectfully • Listens and shares resources and ideas • Accepts and fulfills roles • Exercises flexibility and willingness to compromise 	Demonstrates some but not all practices in proficient category	Demonstrates one or none of the practices in proficient category
Self-Direction	Demonstrates all practices in proficient category at a high level and/or consistently over multiple projects	Demonstrates all: <ul style="list-style-type: none"> • Perseveres in completing complex, challenging tasks • Uses self-reflection to complete work and goals • Engages stakeholders to gain support 	Demonstrates some but not all practices in proficient category	Demonstrates one or none of the practices in proficient category

APPENDIX C

Newport School District 2022-2023 Annual State and District Testing Inventory

Grade	District Assessments	State Assessment ELA	State Assessment Math	State Assessment Science	Additional Assessments
Kindergarten	STAR/ Fountas & Pinnell				
1st Grade	STAR/ Fountas & Pinnell				
2nd Grade	STAR/ Fountas & Pinnell				
3rd Grade	STAR/ Fountas & Pinnell	NH SAS	NH SAS		
4th Grade	STAR/ Fountas & Pinnell	NH SAS	NH SAS		NEAP**
5th Grade	STAR/ Fountas & Pinnell	NH SAS	NH SAS	NH SAS	
6th Grade	STAR	NH SAS	NH SAS		NEAP**
7th Grade	STAR	NH SAS	NH SAS		
8th Grade	STAR	NH SAS	NH SAS	NH SAS	
9th Grade	STAR				
10th Grade	STAR (if proficient in fall, no winter benchmark)				
11th Grade	STAR (if proficient in fall, no winter or spring benchmark)	SAT	SAT	NH SAS	AP
12th Grade	STAR (fall only)				AP

*STAR is administered three times a year unless noted.

**NEAP testing is assigned by state at random; typically, we have been selected in both 4th and 6th grade.