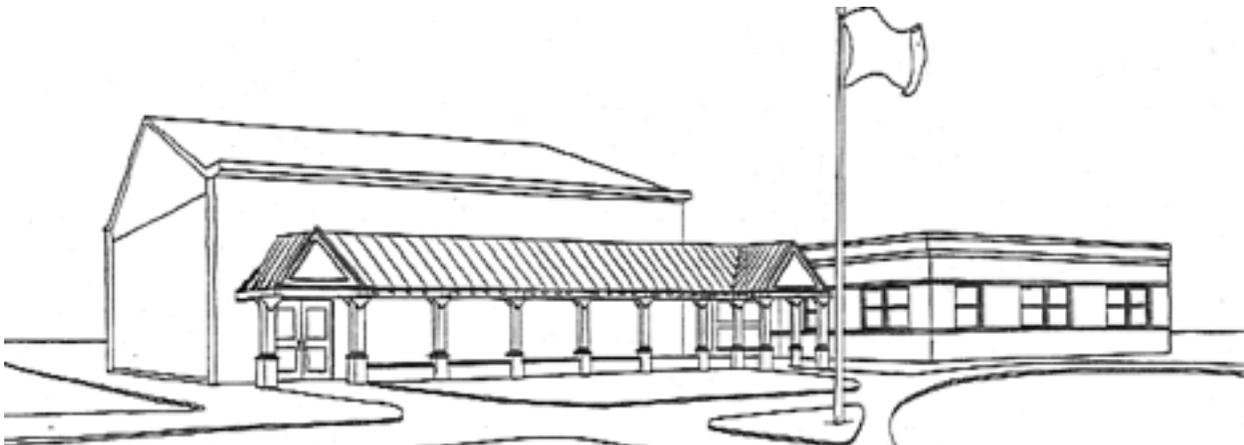


## Wilton Schools Mission Statement



The entire staff of the Wilton schools recognizes our commitment to the nurturing and cultivating of the whole child's development: intellectual, creative, physical, social, and emotional. We believe that all students are valuable human beings with their own learning styles and potentials, and we dedicate ourselves to providing the best possible environment for individual growth and development. Realizing that students need to be prepared to deal with life's challenges, we acknowledge our responsibility to broaden academic skills and provide experiences, which will foster responsible decision-making. We also believe that to provide maximum learning experiences for all students, the involvement and support of the entire community are required.



# School Calendar

## **Mt. Blue RSU Mission/Vision**

Our Learning community creates structures that support student's achievement by:

- \*Expanding student-centered learning opportunities in a variety of settings.
- \*Increasing student engagement, motivation, and voice.
- \*Providing flexible time frames based on student's needs.
- \*Collaborating with students to develop and monitor learning plans.
- \*Implementing a challenging, meaningful, Proficiency Based Education System that transcends from the classroom into the community and the world.

**BELIEFS ABOUT STUDENT LEARNING:** To achieve the purpose of the Mt. Blue RSU 9 Mission, the instructional resources and support services of the district will be allocated across the curriculum to enable students to demonstrate:

Clear and accurate speaking, writing, and interpersonal communication skills; the ability to apply core concepts and principles of math, science, social studies and the allied arts to what they will encounter throughout their lives; the knowledge of behaviors which develop and maintain a healthy lifestyle; the ability to manage information from a variety of technological/ media sources and apply that information to solve problems they will encounter in life situations; and, the knowledge of opportunities made possible by this initial educational experience.

**RECOMMENDED INSTRUCTIONAL TECHNIQUES:** In order to accomplish the student's learning, all teachers will use a variety of techniques which:

Provide for both cooperative and individual learning; utilize teaching approaches which may include lecture, hands-on, demonstrations, inquiry based instruction and discussion; provide a sequenced program leading to specific skills development; provide a disciplined environment conducive to learning; utilize community resources; require high expectations for students; and, encourage sharing and teaming with other teachers.

**ACCOUNTABILITY:** Education in Mt. Blue RSU 9 is a shared responsibility. The certified staff, support staff, administrators, the School Board, parents/guardians and members of the community will accept the responsibility for providing positive educational experiences in a safe and caring environment. Students will be expected to take full advantage of those opportunities.

## General Information



### ARRIVAL AND DEPARTURE TIMES FOR WALKERS AND BIKE RIDERS

School begins at **9:00** on **Mondays, Tuesdays, Thursdays and Fridays**. Those students not using Mt. Blue RSU transportation should arrive at school **AFTER 8:30 a.m.** as there is no adult supervision. On **LATE ARRIVAL WEDNESDAYS** School will begin at **10:00**. There will be adult supervision provided if your child needs to be dropped off at the normal time (**8:30**) in the gym. If not, students should begin to arrive at school at **9:30 on LATE ARRIVAL WEDNESDAYS**. **DISMISSAL TIME** each day will be at **3:12** and walkers/bikers should leave the school grounds promptly as there is no adult supervision. Parents should be aware that because of before school and after school meetings, there might be no supervision before or after these times. **Bikes must be parked immediately upon arriving at school and bikes, scooters, and skateboards must be WALKED on and off the schoolyard.** Because of the amount of bus and other traffic at opening and closing times it is important that these rules are followed. **Maine Law** requires that anyone under the age of 16 operating a bicycle, or riding in a bicycle seat or trailer must wear a properly fitting helmet. Again, because of the congestion and traffic, riding bicycles, scooters, and skateboards by Cushing School youngsters is discouraged.



The doors at Cushing School will be opened at **3:05** for parents to come in and wait for their children in the cafeteria. School will be ending this year at **3:12**.

### SCHOOL LUNCH AND BREAKFAST PROGRAMS

	Breakfast	Hot Lunch
Full Price	\$1.25 per day (milk included)	\$2.10 per day
Reduced Price	Free	.40 per day
Milk	.45 per day	.45 per day

A second breakfast is available for all students at a cost of 85¢.

To aid in the bookkeeping process, please send breakfast & lunch money on Monday. Advance payments are encouraged whenever possible. Whenever a student exceeds five charged meals, the school can request that the student bring a cold lunch until the delinquent account has been paid. You can view your child's account by going to the MBRSD Website and going to Power School.

Free and reduced price lunch applications are sent out at the beginning of each school year and are available any time during the school year upon request.

Breakfast and Hot lunch prices include milk. Milk purchased separately is .40 for all students even if they are eligible for free or reduced price lunch.

Adult lunches are available to parents at a cost of \$4.15 per lunch. Adult breakfast is \$2.25. Parents cannot use student tokens and adults are not eligible for free or reduced price lunches. Please notify the school prior to 10:00 a.m. if you plan to have lunch at school.

## MONEY



There are many times during the year that you need to send money to school (examples: lunch money, book orders, school pictures). It is recommended that money be put in an envelope with the child's name and the intended use of the money written on the outside.

## TELEPHONE USE

Students are **not** permitted to use the school phone **except** in an emergency. However, calls may be placed for a student depending on the situation.

Students are not allowed to have cell phones on their person during school hours. Cell phones, if brought to school must remain in the student's locker during the school day (arrival until dismissal). The principal will keep improperly used cell phones in his office until parents are able to pick them up. We understand parents' desire to be in contact with their children, but calls during the school day should be directed through the office. This will limit disruptions to the educational process. Thank you in advance for your cooperation.

## SCHOOL PICTURES

From time to time during school activities, school staff may photograph a child or a group of children. The principal's approval is required. The principal may wish to secure written parental approval, if in the opinion of the principal, the parents might have reasonable grounds to object. Efforts will be made to insure that no child is excluded from an educational opportunity because of photographic activity in the classroom. **If a parent objects to having their child's picture taken, it is the parent's responsibility to notify the school.** The Principal will work with the parents and teacher to make accommodations, if necessary.

## VISITATION

We welcome you to visit our school! Please follow these steps if you wish to visit your child's classroom or to meet with his/her classroom teacher:

1. Please arrange your visit ahead of time with the classroom teacher so that your visit will not interfere with any activities requiring special concentration such as a test.
2. On the day of your visit or appointment to meet with the teacher, please stop at the office first to sign in and get a visitor's name tag.
3. Please wear your name tag while you are in the building. Wearing the name tag lets the adults and students know that you are a "safe" visitor.
4. While in the building do your best to allow learning to go on as usual. It is preferred that you do not bring younger children or pets with you unless it has been arranged ahead of time with the teacher.

5. Make sure you do not interact with other students unless you are working with a teacher doing an activity.
6. If you are a volunteer you must sign in at the office before going to the classroom.

### **DISMISSAL DURING THE SCHOOL DAY**

Parents are requested to make doctor or dentist appointments outside of school times whenever possible.

To ensure the safety of every child, stop at the office to have your child dismissed. There is a sign out sheet for you to fill out. The office will call your child to come to the lobby.

### **STUDENTS ARE NOT ALLOWED TO BRING VISITORS TO SCHOOL.**

### **SCHOOL SECURITY**

**ALL** doors are locked during the school day. Video cameras and a doorbell system are in use. You will notice that the doorbell is on the left hand side of the entrance to Academy Hill School and on the right hand side at Cushing School. The doorbell will ring in the office and the staff will be able to communicate through the speaker system with anyone on the other side of the door as well as to see who is wanting to enter. The right hand doors at Academy Hill School and Cushing School will be the ones that will be unlocked remotely by the office staff.

### **STUDENT'S APPEARANCE/APPROPRIATE DRESS**

In an effort to maintain a positive, wholesome, educational environment, we have the following expectations regarding appropriate student dress:

- Students are expected to be neat and clean at all times.
- Clothing that advertises cigarettes, beer, etc. is not allowed.
- Muscle shirts, halters, spaghetti straps are not allowed. Sleeveless shirts are allowed. Shoulders need to be covered, but arms do not.
- Shirts may not be low cut or have slits in the front. They need to be long enough so that when sitting down or when arms are raised the back or belly do not show.
- Skirts and shorts must come down as far as the mid-thigh or to the tip of the child's fingertips when arms are down at sides.
- Wallet chains and heavy chains as necklaces are considered dangerous and therefore are not allowed
- Hats may be worn but only outside. They are to be worn properly and not backwards or sideways.
- Any type of attire/accessories, which in the judgment of the administration is unsafe, promotes illegal activity, is offensive or is in opposition to generally accepted school norms, is unacceptable.

If it is determined that a student is wearing something inappropriate, he/she will be asked either to cover it or remove it, depending on the situation. If necessary parents will be called to provide an article of clothing that is more appropriate.

### **DRESSING FOR THE WEATHER**

All children are expected to go outside for school recess except in rainy or very cold weather (**10 degree wind chill or colder**). Appropriate clothing for the changing seasons is recommended. We have some coats available for children who need them. Please ask in the office about a coat. There are also some hats and mittens available. Please label all outwear with your child's name.

### **ATTENDANCE**

The Wilton Elementary School Staff believes that if students are to be successful at school, regular attendance is very important. We understand that sometimes a child must be absent due to illness or family emergencies. However, please plan family vacations when school is not in session. **In order to insure that all children arrive safely at school and to verify that you are aware of your child's absence, we ask that you do the following if your child is absent:**

- 1. Please call the office at 645-4488 (AHS) or 645-2442 (Cushing) between 8:00 - 9:00 A.M. on the day of the absence.**
2. If we do not receive a call, the school will try to call the parents at home or at work by 10:00 A.M.
3. Upon return to school after an absence, a student must bring a note from the parent stating the reason for the absence.
4. Please let us know by 10:00 A.M. if you would like to have homework sent home with another student or picked up at the end of the school day.

According to Maine state law, excused absences include illness, medical appointments that cannot be scheduled outside of school hours, family emergencies, family plans that have received prior approval from the school, and religious holidays. Unexcused absences include shopping trips and other plans that have not received approval. Please try to make doctor and dental appointments for after-school hours.

\*If a student misses 5-7 days the principal or teacher will contact the parent or guardian to see if we can assist in any way or if there is an issue we need to be aware of. After 10 days an attendance letter will be sent home and contact will be made by the principal. If the student continues to miss school a home visit by our truant office may be conducted.

## TARDINESS

Students arriving later than 9:00 A.M (M/Tues./Th./F) and 10:00 (Wed.) will be tardy and must check in the office upon arrival. If children are to be late for school, a note of explanation is required. Chronic tardiness will be addressed by administration.

## ABSENCE / TARDINESS / EARLY DISMISSAL NOTES

These notes serve two (2) purposes. First, they fulfill the requirements of this policy concerning valid excuses for approvable absences. Second, they are a double check for you and the school that your child is where he/she is supposed to be when he/she is supposed to be there.

Absence / Tardy / Early Dismissal notes must include the specific reason the child missed school, the dates of absence, and the parent's signature.

A sample note follows:

Sept. 9, 2017

Dear Mrs. Jones,

John Doe was not in school on Thursday and Friday,  
September 3rd and 4th, because he had a cold.

Sincerely, Jane Doe

Parents are urged to assist the school in developing the good habits of punctuality, self-discipline, and responsibility.

## CHANGE OF ADDRESS OR PHONE NUMBER

It is imperative that the school has your correct mailing address, street address, and phone number. **If you move in town or change your phone number, please inform the school so we may reach you quickly in case of an emergency.** Phone numbers and other personal information are not given out from the school office and, if notified, special care will be taken with unlisted numbers.

The school principal needs to be notified if students move outside RSU 9 or if guardianship arrangements change.

If you move outside of RSU 9 area of attendance you **must get a Superintendent's Agreement** for your child to continue to attend our school.

If you change day care providers, you must also provide the school with the new name, address and phone number for transportation and safety reasons.

## HELPFUL HINTS

To aid you and your child in reaching his/her academic goals, here are some suggestions that may be helpful:

- Be sure that your child is physically fit for school.
- It is important that your child starts off the day with a good breakfast. One is available at school.
- Have your child wear suitable clothing for all kinds of weather and activities – boots on rainy days, warm clothing and mittens for cold days, play wear for PE.
- Encourage your child to bring home papers and to tell you about them. Be careful to encourage efforts – confidence is important especially when beginning something new.
- LISTEN. If you notice a change in attitude (frustration, nervousness), call the school and arrange a conference to discuss it.

Encourage your child to take pride in his/her work.

- Reading will improve reading. Guide your child to form good habits of daily reading, even if it is 10 minutes per night. This can include oral or silent reading and listening to you.
- Students should have no more than 1-2 hours of “screen time” (T.V., video games, computers) per day. Much of what is on T.V. is not suitable for youngsters. Please make the time and effort to supervise your child’s screen time.
- Children of this age need a good night’s sleep, fresh air and physical exercise.
- Schoolwork deserves HIGH PRIORITY.
- Finally, if you have questions or concerns about ANY aspect of your school’s operation, PLEASE feel free to call the school and talk with your child’s teacher or the principal. Our success with your child depends on your cooperation and support!



## **BULLYING PREVENTION PROGRAM**

**We recognize the right of each student to perform in a comfortable and safe atmosphere, which is free of intimidation, ridicule, hostility and disrespect. Hazing, harassment or bullying of any type will not be tolerated.**

### **Bullying Definition:**

**Bullying is most commonly defined as intentionally and repeatedly causing emotional or physical discomfort or harm. This may include physical contact, verbal assault, making obscene gestures or facial expressions, taunting, starting rumors, and/or intentionally excluding a student from a group or activity. Bullying implies an imbalance in power or strength in which one child is victimized by another or others.**

## School Rules Against Bullying

We will not bully other students.

1. We will try to help students who are bullied.
2. We recognize the importance of including students who are easily left out.
3. When we know someone is being bullied, we will tell an adult at school or an adult at home.

### Goals of bullying Prevention Program:

1. To reduce bullying behaviors among school children
2. To achieve better peer relations at school
3. To improve the school climate
4. To create an awareness of bullying behaviors and strategies to cope with and prevent these behaviors.



### Bullying Prevention Program for Students:

1. **Individual:** Students who exhibit bullying behaviors will meet individually with an adult and experience specific consequences. (Depending on severity, consequences will range from a conversation with a teacher, guidance counselor, or principal to suspension.) Students who are being bullied will receive support.
2. **Classroom:** Teachers and the guidance counselor will conduct bullying prevention activities as appropriate.
3. **School:** Students and school staff will work together to promote a positive school environment. Several bullying prevention activities will take place throughout the school year.

As a final note, it is our intent to assure that all children are safe in our schools and to make sure bullying and other hurtful behavior is dealt with in a consistent, firm and fair manner. We hope and encourage parents to partner with us in this effort. Frequently we are not aware of the effect this type of behavior has on its victims. If your child confides his/her victimization with you, **PLEASE** pass that information on to his/her teacher, the school counselor or to the principal as soon as possible. If we are unaware of it we cannot assist your child.

## STUDENT BEHAVIOR AND DISCIPLINE

One of the most important goals for our community is the direct teaching and development of self-discipline. AHS and Cushing School community members are expected to show respect for themselves, each other, and property. They are expected to accept responsibility for their action, reflect on the problem, and do whatever is needed to make amends. Parents will be notified early in the process to gain support and assistance in correcting the inappropriate behavior. Staff will address behavior conflicts when they occur. When children break the rules of their school

community, logical consequences will follow. Logical consequences are those that are directly related to the inappropriate behavior. (Some inappropriate behaviors are addressed by district policies, which are printed in the student handbook) The recommended logical consequences for inappropriate behavior are based on the responsive classroom model and may include:

1. Have student "fix it" make amends
2. Keep student after school
3. Loss of privileges/recess
4. Time outs in classroom (teacher imposed)
5. Call parent (teacher or administrator)
6. Bus slips
7. Loss of bus privilege
8. In-school suspension
9. Meet with parents
10. Talk with counselor
11. Clean up/repair damage
12. Behavior plan
13. Daily report home
14. Go back and do over
15. Time out with another teacher (teacher's buddy teacher)
16. Stop and think chair
17. Talk it out
18. Change program
19. Time out in resource room for student with an IEP
20. Reflection sheet
21. Formal home suspension
22. Sent home for the day

Following are examples of inappropriate behaviors addressed by school rules:

1. Fighting, physical aggression or threatening to hurt someone
2. Disrespect
3. Swearing, offensive or vulgar language
4. Name calling, gestures and put downs
5. Bullying
6. Destruction of property
7. Disruption of instruction or learning

As always we encourage you to talk with your child's teacher when a question or concern arises.

### **SEVERE CLAUSE**

When a student is involved with one of the following target behaviors:

- Physical violence toward another student, an adult, or school property
- Vulgarity or severely disrespectful language toward adults and/or other students
- Bullying behavior associated with the above

Bringing a weapon to school

...A "severe clause" will be implemented. This means that the child will be immediately escorted to the office. Details of the incident will be determined and recorded. Someone from the office (Principal, School Counselor, or Principal Substitute) will contact the parents to come to school and pick up the child. The child will have to stay home for the remainder of the day and possibly home suspension. The number of days will be determined by the severity of the incident and if the student is a repeat offender.

## **School and Personal Property**

### **LOCKERS, DESKS, AND BACKPACKS**

Lockers (AHS) and desks are provided for the convenience of the students for storing coats and other personal property. Students should be aware that lockers remain the property of RSU #9 and may be examined by staff members at any time for any reason. Therefore, students should not expect that items stored in their lockers would be kept private. Staff may search backpacks, desks, and other storage articles if there is reason to believe they may contain illegal materials.

### **PERSONAL PROPERTY**

Mt. Blue RSU 9 does not carry insurance on student's personal property. All items carried onto school buses or into school buildings by students (i.e. toys, game boys, "show-and-tell" treasures, etc.) remain the responsibility of the student. The school will not be responsible for the loss or damage of student property; therefore, we discourage children from bringing such items to school unless the item is part of a specific classroom project.

Cell phones must be turned off and put away for the entire day. Parents may reach students during recess, through the office. Cell phones used during the day will be held in the office for a parent to pick up.

### **LOST AND FOUND**

Numerous unclaimed items of clothing accumulate in the school office. Space needs prohibit us from storing these articles throughout the year. Please be advised that all unclaimed "Lost & Found" articles will be donated to a charitable organization for distribution. Parents are encouraged to check the Lost & Found buckets in the hallways each month for any items their children may have lost.

If an item comes to Lost & Found with a name/name tag on it, we will return it to its owner. Please be sure that jackets, sweaters, hats, boots, book bags, backpacks, etc. are clearly labeled with your child's full name.

## BOOKS

ANY LOSS OR DAMAGE TO THESE BOOKS SHOULD BE REPORTED TO THE OFFICE AT ONCE.

### POSITIVE BEHAVIOR INTERVENTION AND SUPPORTS

Both Wilton schools have adopted and put into place a school-wide approach to behavior called PBIS (Positive Behavior Interventions and Supports.). Research has shown that schools using this framework have fewer discipline issues and a happier, more productive learning environment. Using this productive system, core values have been agreed to, students are taught what appropriate behaviors look like in all settings. Students are rewarded for appropriate behaviors that coincide with the core values. Because of the differences in ages at both schools, each school's program looks a bit different.

To help us promote the program and build pride in our school's positive behavior, The **Gerald D. Cushing School** has adopted a school mascot, the "**COUGAR CUB**". Cougar Cub's are respectful, responsible, and safe. These are our three core values. Below is the matrix of behavioral expectations in all school settings that are consistent with these values. Posters of Cougar Cub Expectations are posted around the building as reminders. Displays of respectful, responsible and safe behavior are recognized with "**Proud Cougar Cub**" tickets, which children add to the school jar in the office. In addition, students have their hands stamped with a "**Cougar Cub Paw**". When the jar is filled with tickets, a school-wide reward is earned. This could be an extra recess or another special activity.

We encourage you to review the Cougar Cub Expectations with your child. At GD Cushing School, we are dedicated to providing a safe and positive learning environment for all students and we value your continued dedication and support. Together we can make a difference.

Common area	Be Respectful	Be Safe	Be Responsible
Hallway	<ul style="list-style-type: none"> <li>- quiet voices</li> <li>- kind words</li> <li>- listen carefully</li> </ul>	<ul style="list-style-type: none"> <li>- keep your body to self</li> <li>- walking feet</li> <li>- watch where you're going</li> </ul>	<ul style="list-style-type: none"> <li>- follow directions</li> <li>- do your work</li> <li>- clean up after yourself</li> <li>- get where you're going and get back</li> </ul>
Lunchroom	<ul style="list-style-type: none"> <li>- quiet voices</li> <li>- kind words</li> <li>- listen carefully</li> <li>- use manners</li> <li>- raise hand when you need something</li> </ul>	<ul style="list-style-type: none"> <li>- keep your body to self</li> <li>- walking feet</li> <li>- stay sitting in seat</li> </ul>	<ul style="list-style-type: none"> <li>- follow directions</li> <li>- do your work</li> <li>- clean up after yourself</li> </ul>
Playground	<ul style="list-style-type: none"> <li>- quiet voices</li> <li>- kind words</li> <li>- listen carefully</li> <li>- share and take turns</li> </ul>	<ul style="list-style-type: none"> <li>- keep your body to self</li> <li>- stay within boundaries</li> <li>- sticks and rocks stay on the ground</li> <li>- use equipment appropriately</li> </ul>	<ul style="list-style-type: none"> <li>- follow directions</li> <li>- do your work</li> <li>- clean up after yourself</li> <li>- walk in quickly and quietly at whistle</li> </ul>
Bathroom	<ul style="list-style-type: none"> <li>- quiet voices</li> <li>- kind words</li> <li>- listen carefully</li> <li>- respect privacy of others</li> </ul>	<ul style="list-style-type: none"> <li>- keep your body to self</li> <li>- flush toilet and wash hands</li> <li>- feet on floor</li> </ul>	<ul style="list-style-type: none"> <li>- follow directions</li> <li>- do your work</li> <li>- clean up after yourself</li> <li>- use bathroom in a timely manner</li> <li>- one soap pump and three paper towel pulls</li> </ul>
Dismissal	<ul style="list-style-type: none"> <li>- quiet voices</li> <li>- kind words</li> <li>- listen carefully</li> </ul>	<ul style="list-style-type: none"> <li>- keep your body to self</li> <li>- walk</li> <li>- stay off equipment</li> <li>- stay with an adult</li> </ul>	<ul style="list-style-type: none"> <li>- follow directions</li> <li>- do your work</li> <li>- clean up after yourself</li> <li>- wait patiently</li> </ul>

At AHS the eagle is our mascot. The core values at this school are: Be Respectful, Be Responsible, and Be Kind. Below is the matrix of behavioral expectations in all school settings that are constant with these values. Students at this school will also earn tickets for appropriate behavior and placed on PBIS bulletin board. Once the board is full the school will earn a reward. We encourage you to summarize/review our core values and behavioral expectations with your child. We are looking forward to an even more productive learning environment that we have had in the past.

**At Academy Hill School we are people of character. We are respectful. We are responsible. We are kind.**

	<b>Be Responsible</b>	<b>Be Respectful</b>	<b>Be Kind</b>
<b>Cafeteria</b>	<ul style="list-style-type: none"> <li>●Get all food and utensils the 1st time</li> <li>●Leave your area neat and clean</li> <li>●Talk to your neighbor with an inside voice</li> </ul>	<ul style="list-style-type: none"> <li>●Eat only what is yours</li> <li>●Use proper table manners</li> <li>●Take your hat off</li> <li>●Lights off/voices at 0</li> <li>●Lights on/voices at 2</li> </ul>	<ul style="list-style-type: none"> <li>●Use please and thank you</li> <li>●Be friendly</li> <li>●Be willing to help others</li> </ul>
<b>Hallway</b>	<ul style="list-style-type: none"> <li>●Go directly where you need to go</li> <li>●Walk single file on the right</li> <li>●Keep your hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>●Move quietly</li> <li>●Stay in your place in line</li> <li>●Keep your voice at a 1 or lower</li> <li>●Hats may only be worn at arrival and dismissal</li> <li>●Allow students who are working to work without interruption</li> </ul>	<ul style="list-style-type: none"> <li>●Keep hands off walls/ lockers</li> <li>●Use a smile or a quiet wave when passing a friend who is also walking in the hall</li> <li>●Hold the door for others</li> </ul>

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<b>Bus Line</b>	<ul style="list-style-type: none"> <li>●Keep your hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>●Stay in your place in line</li> <li>●Keep your voice at a 2 or lower</li> <li>●Hats may be worn</li> </ul>	<ul style="list-style-type: none"> <li>●Hold the door for others</li> </ul>
<b>Playground</b>	<ul style="list-style-type: none"> <li>●Use school equipment safely</li> <li>●Line up immediately when siren sounds</li> <li>●Get permission before leaving playground</li> </ul>	<ul style="list-style-type: none"> <li>●Follow game rules</li> <li>●Try to solve problems appropriately</li> <li>●Keep hands, feet, objects to self</li> </ul>	<ul style="list-style-type: none"> <li>●Be willing to include others</li> <li>●Report injuries to adult on duty</li> <li>●Share equipment</li> <li>●Take turns and be a good sport</li> <li>●Use friendly language</li> <li>●Accept skill differences</li> </ul>
<b>Restroom</b>	<ul style="list-style-type: none"> <li>●Use</li> <li>●Flush</li> <li>●Wash</li> <li>●Leave</li> <li>●Report problems to an adult</li> </ul>	<ul style="list-style-type: none"> <li>●Keep restroom clean</li> <li>●Respect the privacy of others</li> </ul>	<ul style="list-style-type: none"> <li>●Keep water in the sink</li> <li>●Wait quietly and patiently for turn</li> <li>●Keep walls clean</li> </ul>
<b>Bus</b>	<ul style="list-style-type: none"> <li>●Stay seated</li> <li>●Quiet voice</li> <li>●Pick up after yourself</li> <li>●Keep your hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>●Appropriate language</li> <li>●Follow bus driver's directions</li> </ul>	<ul style="list-style-type: none"> <li>●Clean up your area when you leave</li> <li>●Be willing to help others</li> <li>●Consider thanking the bus driver</li> </ul>

<b>Assemblies</b>	<ul style="list-style-type: none"> <li>●Walk safely on the bleachers or to your spot on the floor</li> <li>●Sit with your class</li> <li>●Keep your hands and feet to yourself</li> <li>●Use the stairs when leaving the bleachers</li> <li>●Use bathroom before assemblies</li> </ul>	<ul style="list-style-type: none"> <li>●Enjoy the performance without distracting others</li> <li>●If you need to leave, go quietly and during a transition, if possible.</li> <li>●Sit with your bottom on the floor or on the bleachers</li> </ul>	<ul style="list-style-type: none"> <li>●Use polite applause</li> <li>●Quiet feet</li> <li>●Make only polite comments and at appropriate times.</li> </ul>
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## Health and Wellness

Out of consideration for the welfare of other children and your own child's comfort, please do not bring a child to school if s/he has any of the following symptoms:

- Rash not evaluated by a physician
- Diarrhea
- Fever –recommend remain home until fever has been gone for 24 hours
- Green or yellow discharge from the nose, accompanied by a cough
- Conjunctivitis (pink eye) in its acute phase

**We must send home any child who exhibits any of these symptoms.**

When children are well, they belong in school; when they are sick, they belong at home. A child should not be sent to school if there are any symptoms of illness present. This is to ensure the quick recovery of the sick child and to protect other children. A child may be sent home if there is any suspicion of a contagious disease. After an illness, please do not request that your child remain indoors during recess periods. When a child is well enough to come to school, he/she will participate in all regular school activities, unless a physician's note restricts activity.

## Mt. Blue RSU School Programs

**WILTON PARENTS, TEACHERS, & FRIENDS**

The Wilton PTF is an important Parent-Teacher group that works to provide educational opportunities for students that aren't provided through traditional school funding. We need more parents, grandparents, and community members to help us in our endeavors and welcome you to join us.

## **DIFFERENTIATED CURRICULUM**

The Differentiated Curriculum Program is a component, which serves students who excel, or have the potential to excel, beyond their age peers in the regular school program. Some direct services are provided to students in small groups. However, the goal of the program is to meet the needs of the gifted and talented students within the regular class environment whenever possible through independent study, advanced skills, compacts, or other curricular adjustments.

Criteria for inclusion in a small group depend on a number of things. We are bound by state guidelines to work with 2% -5 % of the students; we review records for students who receive above a certain score on the most recent standardized test, which the student has taken. In the primary grades, the program's scope is more inclusive, keeping in mind the varying developmental rates of young students and the lack of assessment data. At all grade levels classroom teacher recommendations for inclusion in the program are also considered. If a program person has worked with a student, s/he also gives input. Following this process, each student is considered every year.

## **GUIDANCE**

A comprehensive program exists to meet the developmental needs of students. Through a variety of activities and services carried out by counselors and classroom teachers, the Comprehensive Guidance Program seeks to address the appropriate developmental needs of all students. These include personal, social, educational, and cultural issues. Components of the program include activities to promote positive self-worth, problem solving skills, decision-making abilities, future planning and goal setting, and emotional/social growth. The Maine Learning Results require the issues around career preparation and health are included in our academic program. The school counselors are responsible for some of these.

Individual counseling is a one-to-one interaction between a counselor and student to work on a problem or concern. School counselors are not intended to do regular long-term counseling with an individual student due to student/counselor ratios, time limits, and specially stated job descriptions.

School counselors serve as referral agents to help students and their families receive assistance from other programs and services in the school system and from agencies and private therapists outside the school. Contact your school counselor if you are seeking more information concerning long-term services available in our area.

We consider parents a vital part of a child's education, so please contact your counselor to discuss concerns about your child.

## **LIBRARIES**

Mt. Blue provides school level libraries to ensure that students are effective users of ideas and information, to acquire literacy skills with the ability to locate, analyze, evaluate and communicate. Classes have regularly scheduled visits for instruction, story time, and an opportunity to select books to take home.

When a book becomes overdue, a notice will be sent home with the child. Parents may be asked to pay for lost or damaged books.

Any parent (grandparent, aunt, uncle, friend, etc.) who would like to volunteer time and energy in the library should contact the school librarian.

## **MUSIC**

Mt. Blue RSU provides a variety of music programs. They include whole class, small group, and individual instruction. A schedule of building and district concerts provide a chance for students to showcase their skills to the public.

Vocal music is available weekly to all students K - 5.

In Grade 3, students are introduced to stringed instruments with a half-year introductory program. Students may choose to continue strings instruction if they provide the instrument.

In Grade 5 students may receive instruction on a self-provided band instrument. If your child wishes to pursue music instruction and does not have the necessary instrument, contact the music instructor, as sometimes there are scholarship instruments available.

## **PHYSICAL EDUCATION**

Physical Education is a required subject for all students. Each student must participate in all activities unless s/he has a medical excuse signed by a physician. These excuses should be cleared through the office then given to the physical education teacher.

K - 2 students participate one period a week while grades 3-5 meet for two periods. Your child's teacher will tell you which days are scheduled for your child.

Students are expected to bring sneakers and to wear clothing suitable for participation in physical activity.

### **Section 504:**

Handicapping conditions, other than academic, are served under Section 504. Any student needing special accommodations, such as for a broken leg, may be eligible for help. Parents should contact the principal for help.

## **ACADEMIC INTERVENTION PROGRAM - TITLE 1A**

The Title IA Program is a federally funded program. In Mt. Blue RSU the program offers academic assistance in reading, mathematics, and language arts to all students. Certified

teachers, who work closely with the classroom teacher will provide the assistance. This assistance may occur in the classroom during the lesson or as a pullout program in the Title I teacher's classroom. The Title I teacher may assist all students who may benefit at a given time. If your child is pulled out of class for extra help, you will be notified. In class help may be simply helping a child work through a specific math problem as opposed to longer-term assistance.

Eligibility for the Title I program is determined primarily by individual and/or classroom assessments. Family income or socio-economic status is **NOT** criteria for inclusion in this program! Reading Recovery is an early intervention program designed to provide initial reading success for first grade students. The goal of the program is to enable the lowest 10% of grade one students to learn independent reading strategies that will ensure continued reading growth. Participation in the program is determined by individual assessment and teacher recommendation.

### **EXTENDED YEAR PROGRAM**

Mt. Blue RSU runs an Extended Year Program for students in grades 3-12 who is not meeting either state or local standards. Students will be referred to the program by their teachers according to their performance in the classroom and/or on RSU #9 common assessments.

Participation in the Extended Year Program is voluntary. We must remember, however, that all students must meet standards for promotion and ultimately graduation. The Extended Year Program is an opportunity for any student needing additional time and teaching to avail them of a tutorial based program.

Parents are encouraged to have their children participate, if recommended by the classroom teacher. Mt. Blue RSU has created a research -based program that offers students an additional six weeks of learning time each summer. Parents will be informed about student performance with progress reports and/or report cards. The intent of this program is to support students and help them reach the level of proficiency needed in our standards-based learning environment

### **VOLUNTEER PROGRAM**

Our children are our most important resource. All of us share a common purpose - educating and preparing them to become the citizens of tomorrow. Volunteers are playing an increasingly vital role as members of the educational team. Volunteers, under the direction of a teacher, can help many of our children.

Parents, retirees, business and professional people, and college and high school students are all needed as school volunteers. You may choose the type of service. If you cannot volunteer an hour or two a week on a regularly scheduled basis, you may choose to be listed in a Community Resource Guide as an occasional volunteer talking with students about your career, hobbies, or travels. Forms are available from the school office; simply give us a call and we'll send you one.

For more information, please call the school or our volunteer coordinator at 778-3707.

### **PARENT-TEACHER CONFERENCES**

Each year, usually early in November, the school holds formal parent-teacher conferences to discuss the student's first progress report. You will be notified of the appointment process. Additional celebrations of student work may be scheduled later in the year.



From time to time, other than the annual conference day, there is a need to discuss a student's progress. If you desire to have a conference at a time other than during the scheduled conference time, simply contact the teacher directly or call the school. These conferences are held before or after school and appointments must be made in advance. Please do not attempt to confer with teachers during school hours.

## **REPORT CARDS**

There will be three report cards sent home approximately every 14 weeks. See the School Calendar for dates marked "T." Parents are asked to sign the envelope and return the envelope only, to the teacher.

## **STUDENT RECORDS**

A student's cumulative record is available for parental inspection through the principal. Parents must sign a request form indicating what records they want to examine. Records may not be removed from the office area.

## **FIRE DRILLS**



Periodically, students and teachers must evacuate the building in a matter of seconds. State fire regulations require ten (10) fire drills each year. Early in the school year teachers will instruct the students on the evacuation procedures for the different classrooms and other spaces in the building. Parents should discuss the importance of these drills for the students' safety. In the case of an emergency drill, all students, guests, and other personnel will exit according to predetermined posted exit routes.

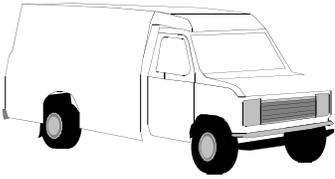
## **LOCK DOWN DRILLS**

Unfortunately, because of recent events, we need to practice lock down drills in case of any emergency when someone unwanted on our campus and poses a threat to our student and staff. We will practice these drills periodically.

## **BOMB THREATS**

In the event of a fire, bomb, weather, or other physical threat to the school, students may be moved to a predetermined location. Parents will be notified by police or school officials how students will be returned home or picked up by parents.

## AMBULANCE SERVICE



Occasionally, a student will be seriously injured while at school. The principal and nurse will make a judgment as to what steps should be taken. Depending on the nature of the injury, parent contact is usually made first; however, when deemed necessary for the safety and welfare of the student, the school reserves the right to act for the parent and contact the ambulance service.

## SCHOOL INSURANCE

There are a number of activities in the schools of Mt. Blue RSU that subject students to a possibility of injury. They range from play at recess time to activities in the shops and laboratories. Although every effort is made to supervise activities, the possibility of an accident is very real.

Accident reports are routinely submitted on all reported accidents that occur at school. A copy of the report is sent to the parents. If you have any questions about an accident report, please call the school. Mt. Blue RSU does not buy insurance policies for students, but policy information for parents to purchase it is available at the school office.

## Homework

Aside from the subject matter we teach each student, the study skills children learn are basic to a good educational program. Homework is an important study skill. But like other skills, it must be learned in an appropriate developmental sequence and have purpose. All homework assignments shall be for sound educational purposes. Homework properly designed, carefully planned, and geared to the development of individual students, meets a real need and has a definite place in the educational program.

Homework is assigned to help the student become more self-reliant, learn to work independently, improve the skills that have been taught, and complete certain projects such as reading worthwhile books and the preparation of research papers.

Home study assignments also afford a way for parents to acquaint themselves with the school program and their own children's educational progress.

Parents are encouraged to contact their child's teacher(s) with any questions or concerns over homework assignments.

## HOMEWORK HINTS FOR PARENTS

1. Establish a regular time and place for daily study.
2. Ask to see the child's assignments. Initial the assignment when you are assured that it is complete and the quality is acceptable.
3. Establish a practice of putting completed work and library books in back packs at night in preparation for morning pick-up.



4. Insist and help your child be organized.
5. When you hear a child say, "I don't know how to do this..." insist that he find the exact word which gives the direction: draw, circle, add...
6. Know the day of your child's spelling test. Review with him/her the night before.
7. When reading a child's written work, such as stories and poems, try to be supportive.

Comments like these work well:

"I follow your story on your first page but I'm confused with this section."

"Can you write more description here?"

## **Mt. Blue RSU 9 Mastery and Grading Policy**

### **OUR MASTERY DEFINITION**

The mastery of standards in Mt. Blue RSU 9 shows what a student has accomplished. Mastery is the point in a student's learning at which there are clear, observable, and consistent demonstrations of the subject area standards. A student mastering a standard can recall and apply this knowledge over time with minimal review and in varied circumstances.

### **K - 5 REPORTING / GRADING RUBRIC**

The following rubric has been established to guide teachers in determining mastery of individual standards. Student evidence must also be collected to support this rubric.

All schools, all subjects, and all grade levels will use the same grading rubric.

"E" Exceeds the Grade Level Standards

\*Students demonstrates understanding beyond grade level standards consistently and independently.

"M" Meets the Grade Level Standards

\*Student demonstrates understanding of grade level standards consistently and independently.

"W" Working Toward or Partially Meets the Grade Level Standards

\*Student demonstrates partial understanding of grade level standards with or without support.

"NY"

\*Student demonstrates minimal or no understanding and does not meet grade level

standards even with support.

## **ALL GRADES NOTES**

Should a student excel and achieve mastery of a curriculum standard or standards before other students, the student will be provided with enrichment activities related to the curriculum standard or standards, and/ or be provided the opportunity to move to the next curriculum or academic level.

Should a student not achieve mastery of a curriculum standard or standards, the student will participate in one or all of the following:

- After school tutorial sessions and /or summer school
- Repeat the educational experience (this could mean repeating a lesson, series of lessons, a course, or the entire year's instruction depending on the student's progress, ability, and/or attitude)

If a student does not achieve mastery of a curriculum standard or standards, and does not participate in any or all of the above remediation activities, he/she may be retained.

Parent's support is crucial in helping their child achieve mastery of all curriculum standards.

If parents do not agree with the evaluation of their child, they may consult with the child's teacher and school principal.

## **RECOMMENDATIONS ABOUT ASSESSMENTS**

Assessments should align with subject area standards. The final determination of mastery will be based on a collection of both qualitative and quantitative evidence. A combination of the following assessment tools will provide evidence that supports teacher decisions: student self-assessments, formative and summative tests, written and oral assignments, projects, products, and student performance. Teachers will use more than one assessment to check for mastery. Teachers will "spiral" items on tests throughout the year.

## **MANDATED HEALTH SCREENINGS**

Each year our district school nurses perform state mandated health screens. For any reason you do NOT want your child to be screened, please contact your school nurse. Students will be screened as follows:

- Pre-K: DISTANCE VISION, HEARING, HEIGHT AND WEIGHT
- 1st Grade: DISTANCE VISION AND HEARING
- 3rd Grade: DISTANCE/NEAR VISION AND MUSCLE BALANCE
- 5th Grade: DISTANCE VISION AND HEARING

7th Grade: DISTANCE VISION

9th Grade: DISTANCE VISION

## **Mt. Blue RSU 9 Transportation Program**

### **BASIC RESPONSIBILITIES FOR PARENTS**

- Cooperate with school authorities and bus drivers in promoting safe, efficient service.
- Insure your child's cooperation with the bus drivers and others responsible for student transportation.
- Instruct your child in safe walking and bus riding practices.
- Have your child at the bus stop 5 minutes before pick-up time.

### **BUS STOP BEHAVIOR**

- All students will be ready in the morning at the usual time for the bus to arrive at their home or at the "School Bus Stop". The bus cannot wait for those who are late.
- Do not stand in the roadway while waiting for the bus.

### **BASIC RULES FOR PARENTS**

- The driver is in full charge of the bus and the students. Students should obey the driver promptly and cheerfully.
- For safety reasons the driver may assign seats in the bus and students will use the assigned seats.
- When the bus is in motion, do not stand, extend your arms out of the windows, or move about.
- The student must pay for damage done to the seats or other equipment.
- Remember, good conduct is the first rule of safe behavior. There is nothing wrong with quiet, clean conversation, but it should never be loud and boisterous. All talking should stop when the bus approaches a railroad crossing, so the driver can listen for trains.
- Always treat your fellow students with courtesy.
- When arriving at your destination, remain seated until the bus stops. If you cross the road, do so in front of the bus after the driver has signaled you that it is safe to cross.
- No student will leave the bus without the driver's consent except at home and at school.
- Good bus conduct does not permit the throwing of hats or books, eating, or doing written homework on the bus. These acts are a distraction to the driver and dangerous to the students.
- Students will help in keeping the bus clean. Do not throw paper or other refuse on the floor. Use the trashcan provided.
- Always address your bus driver courteously.

## VIDEO CAMERAS ON TRANSPORTATION VEHICLES

The Board recognizes Mt. Blue RSU's continuing responsibility to maintain order on school transportation vehicles to ensure the safety of staff and students. After carefully balancing the need for discipline and safety with student's interests in privacy, the Board supports the use of video cameras, which also record audio, on school transportation vehicles. In an effort to reduce student behavior violations, the cameras may be used to monitor student behavior during transport to and from school and extracurricular activities.



## "GOING-HOME-NOTES" (BUS NOTES)

The school has an obligation to be reasonably sure that every child is going where the parent wants him/her to go. Because of this obligation, we must ask that you send a note telling us where you want your child to go, if other than his/her regular place (i.e. home, babysitter, grandparents, etc.). We also insist that plans to stay over at a friend's home be made in advance, and the school phones will not be available to students for this purpose. Of course, if emergencies arise, parents can call the school to make special arrangements

The note must include the date, the child's full name, a clear destination, and the parent's signature. If the child is riding a bus, the bus number or driver's name is also helpful.

Sample Note:

Please let Danielle Smith get off the  
bus at Mary Jones' house today.

Signed,  
Sally Smith

If the destination you give us is not an authorized stop, the driver has been instructed to let the student off at the nearest and safest authorized stop.

Please do not send notes requesting that your child "can ride Bus #21 every Thursday" or that "Johnny can ride to his grandparent's whenever he wishes." We cannot accept blanket notes of this type! If you make a long-range change in arrangements (i.e. change of sitters, children staying with grandparents for a few weeks, etc.), adjustments in transportation can be made through the principal and the Transportation Department.



THE USE OF ILLICIT DRUGS AND/OR THE UNLAWFUL POSSESSION OR USE OF ALCOHOL IS WRONG AND HARMFUL. THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND OR ALCOHOL ON SCHOOL PREMISES OR AS PART OF ANY SCHOOL ACTIVITY IS PROHIBITED.

The preceding statement is required by the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226.

Mt. Blue RSU 9 has developed clear policies describing the standards of behavior and disciplinary procedures as they relate to illicit drugs and alcohol. In abbreviated form, the elementary procedures call for verification of the offense; meetings with the parents, guidance counselor, and administrator; support groups; parental participation in an educational program; and, if the problem continues, referral to the Department of Human Services Child Protection Division. These policies are available in detail for review by parents (and students). They are located in the policy manuals, which can be found in any Principal's office. Compliance with these policies is mandatory.

### **TOBACCO**

For the health of students and employees, all Mt.Blue RSU buildings, grounds, and vehicles are now smoke free. Please do not smoke on the grounds or in the building.

### **FLAG SALUTE**

It is the policy of Mt. Blue RSU 9 that each school day should begin with appropriate activities that should include, but not be limited to, a salute to the United States Flag.

(Note: Mt. Blue RSU recognizes that individual students may not participate in a flag salute, and it is the District's policy to recognize the individual rights of these students.)



