Moosabec CSD #917 and School Union #103’s educational belief is that school is an important part of a life-long learning process which nurtures a child to become an adult who is prepared to be a productive, responsible member of a global society.

**Essential Knowledge and Skills**

To the best of their abilities, students graduating from Jonesport-Beals High School will be able to:

**Demonstrate the ability to communicate clearly and effectively**

- Comprehend social and health issues including concepts, practices and physical activities that promote a healthy lifestyle
- Acquire an understanding of our world including languages, cultures, geography and environment
- Appreciate the arts and humanities
- Understand and participate in the democratic process and be an effective citizen
- Understand and apply skills in math, science and technology
- Attain and apply knowledge and skills to effectively operate in the work force
- Work independently and cooperatively

**Core Beliefs and Values**

- All children deserve a caring, nurturing learning experience in a safe, healthy environment.
- Children’s lives are influenced by many factors; therefore, it is essential that a variety of people be a part of their education: families, communities, teachers, and most importantly, the students themselves.
- Each child has a different background and set of learning capabilities; schools need to keep in mind and give every child the opportunity to learn to his/her potential.
- School is an important part of a life-long learning process.
- Education should be an interesting and stimulating experience for all children.
- Schools play an important part in the development and enhancement of student self-esteem.
- Respect and accountability should be among the chief lessons we teach children.
- Schools should be places where teachers and students alike have high expectations for themselves and each other.
- Open, honest communication is the lifeblood of any good school.
- All children should leave school prepared to be productive, responsible members of a global society.
WELCOME TO JONESPORT-BEALS HIGH SCHOOL

School will be whatever you make it. Show the kind of spirit that will always make our school outstanding. As a student of this school, accept the responsibilities and obligations of good citizenship. These guidelines will help.

Academic Eligibility
Athletics and extra-curricular activities are privileges that are provided to the students at Jonesport-Beals High School. We encourage all students to participate in every facet of the learning experience. In order to participate in athletics or extra-curricular activities, students must be in good standing. A student is in good standing if he/she attends school on a regular basis, is not the subject of any disciplinary action for violation of any policy or school rule, and is academically eligible. MPA guidelines require students to pass at least 4 major subjects per school year and must have passed four (4) major subjects or their equivalent in the ranking period (9 weeks) preceding the particular sport or activity. Fall eligibility is based on the 4th quarter of the previous school year. Entering freshmen will automatically be eligible for the first nine weeks.

Adding or Dropping Courses
Students are allowed to add or drop courses with the permission of the principal, parents, and the teacher during the first two weeks. Following the add/drop, no changes will be permitted except for extreme cases.

Alcohol, Tobacco and Drugs
Use of alcohol, tobacco/drugs will not be tolerated in or about the school. Anyone believed, on reasonable grounds, to be involved with alcohol, tobacco products/drugs will be dealt with under the following: sickness, detention, suspension, and expulsion. Students, athletes and managers participating in extracurricular activities will be suspended from all activities for a period of time to be determined by the principal in consultation with the coach/advisor and athletic director. At this time, the suspension is for the current season in which the student is participating. See policies JICH and JICH-R for more information.

Athletics
All Athletes are required to read, sign, and return the Athletic Code. Other important information may be found in policies JICI, JICJ, JICH, JICH-R.

Attendance for Athletes/Extracurricular: The 9:00 Rule
Regular school attendance is required of all athletes, managers, and students participating in extracurricular activities.

- A student absent or excused on the day of the event will not be able to participate in that event
- A student absent the day before or the day after a game will not participate in the next game.
- An athlete/participant arriving after 9:00 will not be allowed to practice or event without the permission of the athletic director and the principal.
- A student who is excused from school for illness after the school day has begun will not be able to participate in the event, practice or game.

Attendance Policy
Jonesport-Beals High School recognizes the close relationship between quality education and regular school attendance.

A. Teachers will report all absences.

B. Excusable Absences – Examples: Personal illness, medical/dental appointments, driver’s license appointments, and approved educational experiences. The principal/designee must approve other excused absences.

C. Inexcusable Absences – Examples: Shopping trips, missing the bus, baby-sitting, and automobile breakdowns. Make up of any work missed will be at the discretion of the principal. Students absent without excuse for seven (7) days or ten (10) half days in a six-month period will be considered habitual truants. Letters will be sent to parents and the Superintendent of Schools will be notified.

D. Excuses - Excuses are required and must be sent to school the day following the absence.

E. A note or phone call from the parents/guardians.

F. A note or appointment card from a physician. If the student has an appointment, a note or card from the doctor or dentist is required.

G. Students arriving after 10:30 a.m. or leaving before 11:30 a.m. will be considered absent for a half-day.

H. **A.CREDIT WITHELD** – It shall be the established policy of the Moosabec CSD that any student who accumulates twenty (20) unexcused absences in a given school year shall be denied academic credit in the courses in which he/she is enrolled. Further, it shall be the obligation of the student to be aware of the number of days of unexcused absences accumulated on any given date.

I. Excuses - Excuses are required and must be sent to school the day following the absence.

**Cell Phones and other electronic devices**

On February 14, 2008, the Moosabec CSD School committee discussed the use of cell phones and other electronic devices during the school day. The consensus was to ban the use of all cell phones and other electronic devices during the school day. Remember: **Turn off your phone when you enter the building and turn it on as you leave.** If a student is using the cell phone or other electronic device is being used for texting, calling, or other purposes during the school day, the cell phone will be taken by the teacher and the following procedures will be applied:

- **First offense** = 1 hour detention and parents must pick the phone or other electronic device up from the office.
- **Second offense** = 2 hour detention (1 hour, 2 days in a row) and parents must pick up the phone/device from the office.
- **Third offense** = In-school suspension and parents pick up phone/device from the office.

**College Boards**

The PSAT is taken in the fall of the freshman, sophomore, and junior year. The Department of Education has designed and implemented a new method of grading for all Maine high schools. One of the criteria at this time
requires all juniors to take the SAT in the spring of their junior year. If we do not have 100% participation, Jonesport-Beals High School will lose a letter grade in our evaluation. This can result in a loss or reduction of funding. Information on college testing may be found in the guidance office or at www.collegeboard.com.

Community Service
Community service plays a major role in the education of our students. We feel that all students should contribute to the wellbeing of the communities of Jonesport and Beals in a variety of projects. As part of our graduation requirements for the 2016-2017 school year, we are advocating that all students complete 20 hours of community service before graduating. We are putting the following procedure in place beginning 2016-2017; therefore, the class of 2017 will be required to have 5 hours; class of 2018 10 hours; class of 2019 15 hours and this year’s freshmen (class of 2020) 20 hours A list of possible community service projects are available in the Guidance Office.

Course Load
A normal academic schedule consists of six (6) class periods.

Courtesy
Address the faculty and fellow students with courtesy. Smiles are contagious.

Detention
The administration, faculty, and staff are responsible for enforcing school rules/policies and maintaining a healthy learning atmosphere. Detentions may be given to students for violating school rules/policies or for disrupting the learning environment. The principal’s detention will be for infractions such as skipping a teacher detention, being sent to the office for discipline, or violating school policies. Principal’s detention will be a minimum of one (1) hour. Students must stay the day of the detention or the following school day. Failure to stay for principal’s detention will result in suspension. Detention begins promptly after school dismissal at 2:30. During detention there will be emergency bathroom passes only. Students are expected to bring work or reading material with them. Students will not be allowed to converse during detention. Students will be allowed to use laptops for the sole purpose of completing assignments during detention. Teachers may come to detention hall to take students who need to make up work for them with permission of the Principal...

Dress for Success
In an effort to prepare Jonesport - Beals students to be successful in any future endeavors, we feel it is essential to dress appropriately while attending school, participating in school functions, and representing JBHS at athletic events. Jonesport - Beals High School is a reflection of the communities and culture we wish to promote. Jonesport - Beals students have received lots of praise and been congratulated several times for their well groomed appearance. Whether it’s a College Fair at UMO or the Basketball Tournament in Bangor, our students stand out above the rest. People do notice and recognize that Jonesport- Beals students take pride in their school and communities.

Dress and Personal Appearance
Students are required to dress appropriately when participating in school events such as: class night, concerts, sports banquet, National Honor Society, etc.
During the regular school day, students are expected to be neat and clean, to wear clothing that fits properly, and to avoid extremes. Jeans should be clean and should not have rips, tears, or holes. Shorts and skirts should be fingertip length; shirts and tops should cover fronts, shoulders, and backs. No cropped shirts or muscle shirts. No pajamas or lounge pants. Hoodies are not permitted during the regular school day. It is inappropriate for students to wear shorts during the colder months of the school year – November thru April. On school and athletic trips good, neat clothing should be worn. (NO Jeans) Any exceptions will be noted on the permission slip.

**Discipline Policy**

The school code (page 7) provides guidelines for proper behavior. Disciplinary action for infractions may include detention, suspension, expulsion, or referral to the MCSD School Committee.

**Discrimination**

In accordance with federal and state laws, our school does not discriminate on the basis of sex, race, religion, color, national origin, creed, disability or age.

**Early Dismissal**

Students may be dismissed for medical and dental appointments or for illness. The principal’s office will notify parent(s)/guardian(s), if a student needs early dismissal due to illness. Early dismissals should not be used as a means for students to leave school early “just because.” The inflexibility of our class schedule does not allow for frequent early dismissals. Each time a student leaves early, they are MISSING class time. Educational research shows that absences and dismissals will adversely affect student grades.

**Educational Trips**

The staff at Jonesport-Beals High School is committed to providing all students a variety of off campus educational trips that will introduce, reinforce, or enhance the academic rigors of classroom studies. Student participation in educational trips is necessary as part of the academic course work and failure to attend may adversely affect the student's grades.

**Energy**

Help us conserve energy. Close windows, turn off lights, and shut down machines whenever possible.

**Energy Drinks**

Keeping the health and safety of our students first and foremost, Jonesport - Beals High School has adopted a policy that prohibits products containing large amounts of caffeine from being on campus. Research tells us the large amounts of caffeine can cause serious damage and even death to students.

**Exiting the Building During an Emergency or Fire Drill**

During an emergency or fire drill evacuation of the building, students will make an orderly exit as instructed by the staff member present. Exits are posted. Go to the baseball field until given permission to re-enter the building.

**Expulsion**

The MCSD School Committee may expel students following a hearing, at which the student and parent(s)/guardian(s) are requested to be present. This penalty may be invoked for any student who is deliberately disobedient, disorderly,
or violent; possesses a firearm without permission; or possesses, furnishes, or traffics any scheduled drug; or issues a bomb threat.

Fire Alarms
Periodic drills will be scheduled throughout the school year. Please respect our need for safety, and refrain from false alarms, which are punishable offenses.

Grading System
A=93-100          B=85-92          C=77-84          D=70-76          F=Below 70

Honor roll work is 85 or above. Passing is a grade of 70.

Graduation
Students must successfully complete all graduation requirements in order to participate in graduation activities. At the present time, 4 credits in English, 3 credits in math, 3 credits in science, 1 credit in fine arts, 3 credits in Social Studies (including US History and civics), ½ credit in computer literacy, 1 credit in health, and 1 credit in physical education make up the required (16) core of courses. Additional electives must total a minimum of 19 credits. Students failing to complete the requirements by two credits or less may take a correspondence course or courses at the discretion of the school committee. Upon successful completion of the correspondence course or courses, the student may elect to receive a diploma immediately or participate in the next graduation exercises.

Guidance
The guidance office offers individual, group, and career counseling. Students should schedule appointments with guidance personnel to ensure adequate time for individual help.

Home Study
Home study is an integral component of student learning and the educational process. Research has shown that successful students thrive in a positive learning environment, where teachers and students have dialogue during the lesson, take time to process the lessons being taught, and begin lesson assignments in a timely fashion. It is the responsibility of the student to ask questions if they do not completely understand the lesson. Using this data we have taken the lead to provide an environment where teachers can focus on the achievement of all in students and help them to reach their potential. It is in the student’s best interest to participate in their learning experience during class time and take unfinished work home to complete. Home study is NOT new work that students have to figure out for themselves. Each quarter, JB has 45% to 50% of our students on the Honor Roll.

Honor Roll
The Honor Roll, based on daily averages, will be published quarterly. High honors requires all grades to be 93 or above; honors requires all grades to be 85 or above.
Incomplete Marks on rank cards and transcripts
In unusual or extraordinary circumstances, the principal/teachers may give an incomplete in a subject(s) at the end of a quarter. For extreme cases, a deadline for completion of the work will be set, and the grade will be assigned at that time.

Internet Use
Acceptable Use: The intended purpose of the Internet network is to support research and education in and among academic institutions in the U.S. by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education, research, and consistent with the educational objectives of JBHS. The use of the JBHS network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The principal and faculty will decide appropriate use and will make a final decision on the infraction. The decision is final. JBHS may close an account at any time as required. The administration of JBHS may deny, revoke, or suspend specific users’ accounts. Please abide by the general accepted rules of network etiquette. These include, but are not limited to, the following:

1. Be polite.
2. Use appropriate language.
3. Do NOT reveal your personal address or phone number or those of other students or associates.
4. E-mail use is to be limited. Note that electronic mail (E-Mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
5. Do not use the network in such a way that you disrupt the use of the network for other users.
6. All communications and information accessible via the network should be private property.

JBHS makes no warranties of any kind, whether expressed or implied, for the service it is providing. JBHS will not be responsible for any damages suffered, including loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions cause by its own negligence or student errors or omissions. Use of any information obtained via the Internet is at your own risk. JBHS specifically denies any responsibility for the accuracy or quality of information obtained through its services. Please contact the principal's office for the complete Acceptable Use Policy.

A JONESPORT-BEALS HIGH SCHOOL COMPUTER NETWORK ACCEPTABLE USE AGREEMENT MUST BE SIGNED BY EACH STUDENT AND A PARENT/GUARDIAN BEFORE THE STUDENT WILL BE ABLE TO USE THE JBHS NETWORK SYSTEM.

Parents/guardians must understand that their child may encounter material in a network/bulletin board that they may consider inappropriate (pornography, vulgar jokes, statements of belief that some may consider immoral). The student is responsible for not pursuing material that could be considered offensive.

Learning Labs
The focus of the Learning Lab has not changed, but the variety of options for our students has increased dramatically. During this period students will be able to utilize a Quiet room for students wish to enhance study skills, courses offered by Khan Academy, School News production online, Fitness Club, Entrepreneur Activities, Web Design and Sales, Project Learning for Freshmen, and of course Chorus/Band.

It is also during this time that we will devote time and effort into planning for state testing, developing School wide Reads, and focusing on our local drug education Program.
The evolution of the Learning Lab will continue as our needs to enhance the education of our students grows.

Please make sure your child/children are at school on time. The warning bell will ring at 7:50. Students will report to their assigned rooms at that time. Any student arriving after 7:55 will be tardy. Tardy time will be made up after the school day.

Letters for Sports Participation
Eligible athletes receive chenille letters. Insignias are given to represent the sport; metal bars are given for each subsequent season. Students must finish the entire season including tournament play (when applicable) to receive an award for participation.

Lockdown
Emergency procedures for remaining inside the school building will be provided.

Make Up for Illness or Excused Absences
Students are responsible for making up work that is missed. Teachers are available from 7:30 - 8:00 am and 2:30 - 3:00 pm to give help on missed assignments. The teacher will establish a deadline for completion. Students are given 2 days for each day they have an excused absence to make up work. If a student misses 5 lessons in a quarter, they will be required to stay after school to complete unfinished work. The parent/guardian should contact the principal’s office for assignments if an absence will cover an extended period of time.

Medication Policy
Prescription medication can only be given with the written consent of a physician and under the guidelines listed here. Prescription medicines should be administered at home whenever possible. If necessary, the school board permits administering medicine in accordance with Moosabec CSD Policy JHCD. The doctor’s note should clearly spell out such conditions as time, with food, after eating. The medicine is to be brought to the school by the parent in the original container, labeled according to standards. In the event that a school nurse will not always be present in the school building, the principal or his/her designee will administer the medicine, as is permitted by law and school board policy. Parents are encouraged to come to the school to give medicines to their own children if they choose to do so. Please contact the school for more information and/or a Request for Administering Medicine in School Application.

National Honor Society
The purpose of the Moosabec NHS shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of secondary schools. Juniors and Seniors who have attended JBHS the equivalent of one semester may be considered for NHS. Juniors’ academic records will be reviewed at the end of the third quarter. Seniors’ academic records will be reviewed at the end of the second and third quarters. Students must have a minimum accumulative average of 88 to be eligible to apply for NHS.
No School Announcements
School cancellations will be by radio and/or television. Events planned for that afternoon/evening are automatically cancelled except for unusual circumstances.

Outstanding Bills
Any student who owes funds for such items as lost/damaged books or other school property, uniforms, milk, or hot lunch will not receive credits or a diploma until all accounts are cleared.

Permission Slips
Permission slips are required for out of town trips, and must be signed by a parent/guardian. Students must have permission to go on the trip and receive medical attention, if needed.

Personal Property
Students should label and safeguard all their personal property. Combination locks are available in the office. The school is not liable for the loss of students' personal property.

Progress Reports
Student progress reports may be sent at the mid-point of each marking period. Reports will be sent to all students.

Public Displays of Affection
Handholding is acceptable. Other practices at school, on the bus, or on trips, could be cause for detention, suspension, or expulsion.

School Code
1. Respect the faculty, school personnel, school property and each other.
2. Take pride in your school. Help us keep it clean and attractive.
3. Be prompt and dependable.
4. Dress as attractively and comfortably as possible during school and for all school functions.
5. Cheer for your school, not against your opponent.
6. Realize the seriousness of cheating and do not get involved in it.
7. Do your best. Be organized and do not procrastinate.
8. Remember you are now writing the record that will follow you for the rest of your life. You are responsible for your actions.
9. Treat your classmates as you would have them treat you.
10. Always conduct yourself in such a manner that Jonesport-Beals High School and your fellow students will have reason to be proud of you.

School Day
Once students arrive at school, by bus or personal vehicle, they should not leave the school grounds or return to a vehicle without permission. A student may be suspended for leaving the school grounds during the school day.

Semester Averages
Semester averages are calculated by taking the first and second nine week average (or the third and fourth nine week average) twice, adding the semester exam and then dividing by five. At the end of the year, the two semester averages are added and divided by two for the final average. Semester grades do not affect honor roll status. A project may take the place of or be part of the semester exam when appropriate.

Sexual Harassment/Harassment
It is the policy of the Moosabec Community School District to provide learning, working atmosphere for student, employees and visitors, free from sexual harassment/harassment. It is a violation of this policy for any administrator, teacher or other employee, or any student to engage in or condone sexual harassment/harassment. It is the responsibility of every employee to recognize acts of sexual harassment/harassment and take every action necessary to ensure that the applicable policies and procedures of this school district are implemented. Employees or students who believe that they have been subjected to sexual harassment/harassment have the right to file a complaint and to receive prompt and appropriate handling of the complaint. Further, all reasonable efforts shall be made to maintain the confidentiality and protect the privacy of all parties. The supervisor/principal shall be responsible for assisting employees and students seeking guidance or support in addressing matters relating to sexual harassment/harassment or inappropriate behavior of a sexual nature or other type. Students, employees and visitors should also be advised of the importance of informing harassers that their behavior is unwelcome, offensive, in poor taste, or highly inappropriate. Those who believe that they are victims of harassment should report such occurrences to the appropriate supervisory personnel (i.e. building principal, superintendent, school committee). Those who have been allegedly harassed shall be advised of the various options available to them: Human Rights Commission complaint, Title IX Civil Action, or formal request for discipline by the principal, superintendent and/or school committee.

Sports Participation Policy
Students are required to sign the JICI addendum and Student Participation and Parental approval forms. Also see other policies (JICI; JIJC; JICH; JICHR)

Student Accident Insurance
Accident insurance is available to all students. All student athletes must purchase or provide proof of accident insurance. **Student athletes are also required to have physical exams.**
**Student Organizations**

Students are encouraged to participate in clubs or activities. **Class Officers:** Each class will elect officers to lead it through the year. Elections will be held for the traditional slate of officers and others the class may wish to include. **Student Council:** The Student Council is the student governing body of the school. The entire student body elects the officers with each class having two representatives, a boy and a girl. The council concerns itself with matters affecting all students. The council should promote a sense of responsibility, school spirit, initiative, and good citizenship among the students. The council may work with the administration to enact and carry out policies for the benefit of all.

**Student Records**

A parent has the right to all information contained in a student’s file, as does a student who is eighteen (18) years of age. A signed approval is required before the principal’s office may release all or any of a record to third parties such as colleges, vocational schools, or the military.

**Student Use of the Building**

After 2:30 p.m. students are not to be in the building, unless they are participating in a school activity and under the direct supervision of a staff member. Use of the gym for extra-curricular activities must be scheduled with the athletic director or the principal’s office.

**Student Vehicle Use and Parking**

Student drivers may park in the parking lots designated for student parking. Do not park vehicles on the grass, in the back lot, in the delivery lane, or in the fire lane. Vehicles may not be used during the school day without permission. Student drivers should always exercise caution. There are NO designated parking spot. They are based on a first come first service basis. Students using the parking areas during the winter months are prohibited from driving onto snow banks or ice piles. Violations may result in suspension of your privilege to drive on the school grounds for a period of time to be determined by the school principal.

**Suspension**

Students being suspended will be informed of the reason for and the length of suspension. They will be encouraged, when appropriate, to present an explanation on their behalf, before a decision is reached. Efforts will be made to contact students’ parent(s)/guardian(s) by phone when the decision to suspend has been made. Letters will be sent home with the students and copies mailed to the parent(s)/guardian(s) stating the reason for the suspension and period of time the suspension is in effect. A further hearing will be granted upon request by the parent(s)/guardian(s). A student who is suspended will not be allowed to participate in any extracurricular activities (such as games, practices, plays, closed dances, class activities) during the suspension period. If vacation falls within the suspension period, the above will apply to the vacation days as well. A student may be suspended for but not limited to the following reasons:
1. Leaving the school building without permission
2. Repeated detention for the same reason
3. Continued willful disobedience toward other persons or school rules, etc.
4. Skipping classes or detention
5. Smoking
6. Fighting
7. Stealing
8. Use/possession of illegal alcohol/drug(s)/stimulants
9. Disrespect toward others
10. Constituting a safety threat to other student(s)/staff
11. Abuse of school property
12. Intentional disruption
13. Being sent to the principal’s office for discipline
14. Other reasons as deemed necessary by the principal/designee

The first suspension may either be in-school or out-of-school depending on the nature and severity of the infraction. An in-school suspension will differ from an out-of-school only by the fact that the student will be in school segregated from the rest of the student population. Students may be suspended up to a maximum of 10 days for infractions of school rules (20-A & 1001). Student suspensions may either be in-school or out-of-school, depending on the nature and severity of the infraction. This decision will be left to the discretion of the Principal/designee. During an in-school suspension, the student is expected to work diligently to complete all assigned class work/homework assigned for that day/days. If a student is unable to complete all the work assigned for that day/days, the student will be required to stay after school everyday until the assigned work is completed. Students not staying to complete assigned work will face further disciplinary action. The Principal has the authority to have the student and parents meet with the Superintendent or Board, if the nature of the infraction warrants such action. Suspended students (as determined by the principal) and their parents will be required to meet with the Supt. of Schools before being readmitted to school. Students will be allowed to receive credit for completed work missed while being suspended from school. Students and parents may be required to meet with the Supt. and School Board for an expulsion hearing if the severity of the incident warrants immediate action. The Principal has the authority to skip any of the above stated suspensions and have the student and parent meet with the Superintendent or Board, if the nature of the infraction warrants such action. A suspended student will be responsible for serving previously assigned detentions upon readmission to school.

Tardiness

Students may be tardy twice during each quarter with no penalty. In an effort to eliminate students from being habitually tardy, we are implementing a new system to track the amount of time missed and hold students accountable for making up that missed time. Tardy students must report to the office and get a slip stating the time they arrived. The student then reports to the principal and the time is duly noted. When a student accumulates 1 hr of time, the student will receive detention and will stay the 1 hour for make-up. Students abusing the system on a daily basis will be subject to principal detentions and/or in school suspension. An acceptable excuse is a medical/dental appointment. Personal illness will not excuse a student from receiving the tardy detention without a physician’s excuse. We encourage students to use the time spent in detention for tardiness as an opportunity to get any assignments or make-up work, which may be owed due to the tardy.
Teachers’ Room
Students are not to go into the teachers’ room without permission of the principal.

Telephone
Students must ask permission to use the school telephone. Cell phones are not to be used during school hours.

Trips Home
Students will not be authorized to leave to get items left at home.

Transportation of Athletes
All students will ride the bus to and from athletic events away from the school. Students will NOT be released unless the parent(s)/guardian(s) attend the game and give a written permission slip to a coach or Athletic Director. The student may be released only to the parent(s)/guardian(s).

Uniforms
Uniforms must be taken care of properly. If a uniform is damaged beyond repair through other than normal use, the participant will have to pay for or make arrangements to pay for the replacement cost of the uniform before being issued a replacement.

Vandalism
Every effort will be made to discover those involved in vandalism. Efforts will be made to penalize those found guilty on an individual basis, but situations may arise where the cost arising from vandalism will be charged directly to class treasuries. Responsibility for the prevention of vandalism lies not only with teachers and the administration but also with students.

Vending Machines
Only state approved products are available during the school day. State law for hot lunch programs forbids the use of vending machines during the school day. Failure to abide by these rules may result in the loss of the machines. Cap all drinks before leaving the lobby area.

Visitors
Due to security, no visitors will be allowed at school without prior approval of the principal. Students should obtain permission to bring visitors at least a day before. All visitors should obtain a nametag from the principal's office.

Weapons
The following conduct is prohibited: Possession and/or use of articles commonly used or designed to inflict bodily harm and/or to intimidate, coerce or harass persons.

Use of any object as a weapon, although not necessarily designed to be a weapon, to inflict or threaten bodily harm and/or to intimidate, coerce or harass is strictly prohibited.
As authorized by both Title 20-A MRSA Section 1001 (9-a) and the federal Gun-Free Schools Act of 1994, students who are found to have brought a firearm, as defined in 18 USCA Section 921 et seq., to school shall be expelled by the school board for a period of not less than one year and referred to the appropriate local law enforcement agency.

**Academic Interventions: “Failure Cannot Be an Option”**

The ultimate goal of the Student Intervention Team is to research all practical resources, strategies, and means to provide every opportunity for all of the students at Jonesport - Beals High School achieve their educational potential and receive a diploma at graduation. The faculty and staff will make every effort to ensure the success of all students and guarantee that “Failure Cannot Be an Option.”

**Tier I**

The teachers are offering additional assistance time to students within regular class time. In addition, all teachers are available for student assistance before school 7:30 - 8:00 and after school 2:30 - 3:00 daily. Honor Roll and National Honor Society students are available for peer tutoring sessions. All freshmen are required to take a course in Transitions and Computer Basics. All students participate in Learning Labs, which consist of two parts: a 15 minute SAT prep period followed by a 30 minute structured study session. Prior to the 30 minute segment, students may sign up for a help session with a specific teacher. After the SAT Prep session, students are allowed to go to the teacher for specific help i.e. math, science, English, etc. Classroom teachers will use a variety of literacy strategies, differentiation, and alternative assignments to meet student requirements. Jonesport- Beals High School has taken a leading role in the Literacy Initiative supported by the Maine Department of Education. This year, our design team has written a plan that requires every student to read 4 common books during the school year. Students will earn credit in their English classes for completing reading assignments. The goals are to increase vocabulary, develop analytical skills, and enhance an interest in reading. Two days per week students will use the SAT prep time as a common reading time.

**Part A.**

Any student missing a maximum of 3 assignments, 1 test grade, or has a class average lower than 75 in any subject is expected to make up work in a timely manner and will meet with that teacher daily 2:30 - 3:00 until the missing assignments are properly completed and turned in to the teacher. Students participating in athletes or other extra-curricular activities will be ineligible to participate in practices and/or games until the missing assignments are accepted by the teacher. At this time, the student's name and violation must be submitted to administration and parents must be contacted.

**Part B.**

An alternative time for students to work on missing assignments might include 7:30 am to 8:00 am daily with permission from the teacher.

**Part C.**

Students, who are unable to complete missing assignments / tests during the assigned time in a reasonable manner, will be assigned the Mandatory Student Study Session after school. The after school Mandatory Student Study Session will be with the specific teacher for a minimum of 30 minutes or a maximum of 60 minutes for One-on-one study time.
Tier II -

After completing Tier I Intervention, the Student Intervention Team will meet to determine if the student can be identified as "being at risk". At this time, the student, parents, teachers, and administrators will meet, discuss, and formulate a contract that meets the needs of the students and provides a means for the student to be successful. The contract signed by the student and parents will go into effect immediately. The ultimate goal is to have parents be actively involved in their child's/children's education, be supportive and co-operative with teachers, and help students adhere to school policies.

We realize that students, who are continually tardy and/or habitually truant, perform poorly on homework assignments/tests. It is critical that these students complete missed assignments as soon as possible to insure a greater success rate.

Therefore, the Student Intervention Team may recommend that students, who are continually tardy/habitual truants be assigned to a Mandatory Student Study Session for assistance from 2:30 - 3:30 daily to complete missed assignments.

During the assessment phase of student performance, the Student Intervention Team will determine if the student qualifies for Title I assistance. Any student meeting the criteria for Title I assistance will be assigned a block of time to work with Title I staff members in a one on one setting.

Students who are unsuccessful in passing courses at Jonesport-Beals High School may opt for classes from Brigham Young University or other qualified educational facility. The student will be allowed a maximum of 2 credits after the approval of administration. All costs for approved coursework are the responsibility of the student.

Tier III -

Students, who fail to make up work, consistently hand in low quality work, skip classes, and fail to follow the 1st and 2nd tier approach, will meet with the Student Intervention Team and parents to re-evaluate the student and make recommendations for corrective action. This corrective action may include: referral to the Special Education Director or removal from the classes.

The Student Intervention Team will be comprised of classroom teachers, Title I staff, and the principal. It may be necessary at times to include the Director of Special Education and the Superintendent.

Universal Screening Tools for Academics:
- Progress Reports
- Failing Grades
- NECAPS
- NWEA
- PSAT
- SAT
- Local Assessments
NOTE:
Any situation not covered in this handbook will be dealt with as it arises. Changes may be made in the school rules by the administration with notification to the faculty and students.

Please seek help when it is needed. Parents, Guidance Counselors, teachers, staff members, and the principal are available.

The following is a list of some of the local resources for treatment and help:

**COLLEGE NEEDS:**

- SAT Student Information (609) 771-7600
- Online Address for SAT [www.collegeboard.com](http://www.collegeboard.com)
- PSAT/ NMSQT Program (609) 771-7070
- FAFSA on the Web [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
- FAFSA INFORMATION 1-800-801-0576
- Maine Educational Talent Search 1-800-540-0493 [www.collegeboard.com](http://www.collegeboard.com)

**CRISIS NEEDS:**

- Community Health and Counseling Services 255-8311
- Down East Community Hospital 255-3356
Washington-Hancock County Mediation Services 1-800-339-9422
Local AA Groups and Al-Anon Groups 1-800-737-6237
Youth Crisis Stabilization 1-800-499-9130
Domestic Violence Hotline 1-800-432-7303