

Fisher-Mitchell School
597 High Street
Bath, ME 04530
207-443-8265
FAX 207-443-4167
www.fms.rsu1.org

Handbook for Families --- 2010-2011

ADMINISTRATION:
443-6601

William Shuttleworth, Superintendent of Schools
Bob Young, Assistant Superintendent
Ruth Moore, Business Manager
Debra Clark, Payroll/Benefits Specialist
David Richards, Director of Maintenance
Sharon Brown, Director of Special Services
Ellen Beal, Food Service director
Kim Emerson, Gifted and Talented Coordinator

Regional School Unit 1 Board of Directors:

Charles Durfee, District 1	David Barber, District 2
Timothy Harkins, District 3	Chet Garrison, District 4
Julie Rice, District 5	Francis Tolan, District 6
Betsy Varian, District 7	

SCHOOLS:

Fisher-Mitchell School.....	443-8265
Dike-Newell School.....	443-8285
Phippsburg Elementary School.....	389-1514
Woolwich Central School.....	443-9739
West Bath School.....	443-9145
Bath Middle School.....	443-8270
Morse High School.....	443-8250
Vocational Center.....	443-8257

FISHER-MITCHELL SCHOOL

Dr. Nancy Harriman, Principal
Delyse Conley, Secretary

Nancy Cloutier	Grade 3
Dale Green	Grade 3
Margo Peterson	Grade 3
Joan Newkirk	Grade 3
Tammy Baxter	Grade 4
Susan Harrison	Grade 4
Terri Soule	Grade 4
Geralynn Towle	Grade 4
Amy Gerrish/Katie Blynn	Grade 5
Brent Luchies	Grade 5
Suzanna Lynch	Grade 5
Kelli Rogers	Grade 5
Jason Carter	Physical Education
Louine Gagnon	Music
George McGinty	Art
Laura Devin	Art
Ruben Hernandez	Spanish
Suzanne Paule	Social Worker
Linda Armstrong	Special Ed.
Mara Kruze	Special Ed.
Monica Blatt	Title 1 Literature
Paula Price	Occupational Therapist
Ruth Page	School Nurse
Kitty O'Neill	Speech/Language
Judi Mansfield	G/T Teacher
Elise Copeland	G/T Ed. Tech.
Laurene Saucier	Ed. Tech.
Patsy Shaffer	Library Ed. Tech.
Anita Derr	Ed. Tech.
Carol Pinkham	Ed. Tech.
Melanie Lewis	Ed. Tech.
Eileen Rouillard	Ed. Tech.
Robin Kenison	5 th Grade Band
Anthony Marro	5 th Grade Band
Donna Morse	Head Cook
Debra Shaughnessey	Assistant Cook
Mark Raymond	Custodian
David Erlebach	Custodian

FISHER-MITCHELL GENERAL POLICIES AND PROCEDURES

School Office Hours: 7:30 to 4:00 PM daily

Daily Schedule:

*8:00 AM	Buses begin arriving (breakfast served)
*8:25	First bell rings (students enter classrooms)
*8:30	Late bell rings (classes begin)
11:30 – 12:50	Lunch and noon recess
2:40	Dismissal bell
2:40 – 3:10 PM	Bus dismissals

**one hour later every Wednesday (exception 9/1/10)*

Walkers and students dropped off by parents should not arrive prior to 8:15 AM* unless they're going to breakfast. Students may come for breakfast at 8:05*.

All walkers are expected to leave the school grounds immediately after school is dismissed.

If there are changes in departure for your student, please call the Fisher-Mitchell office at 443-8265.

SCHOOL CANCELLATIONS – BAD WEATHER

School cancellations are announced on TV Channels 6, 8 and 13 beginning at 5:30 AM. They may also be heard over the following radio stations: WGAN 560 AM; WCLZ 98.9 FM; WPOR 101.9 FM; WJTO 730 AM; WMGX 93.1 FM. If it is necessary to cancel the afternoon session after school has begun, schools will close around 11:45 AM. Parents should have an arrangement with a child care provider or neighbor in the event that there is no school. If there is a chance of early dismissal, please monitor the radio and television announcements.

ATTENDANCE AND TARDINESS

Children should be encouraged to see regular attendance and punctuality as an important school responsibility. There are, however, legally acceptable excuses for absences as follows:

1. Personal illness.
2. Appointments for health issues that cannot be made outside of regular school hours.

3. Observance of recognized religious holidays.
4. Emergency family situations.
5. Planned absences for personal or educational purposes that have been approved in advance by the school principal.

Attendance is taken every day first thing in the morning. Parents are asked to call the school between 7:30 and 8:45 AM if their child is going to be absent. Your calls help us to be sure that your child is safe. An answering machine is available if you would like to call and leave a message prior to 7:30.

To be recognized for Perfect Attendance your child must be at school every day and will only be permitted one Tardy or Early Dismissal per quarter.

EXTENDED ABSENCES

If you plan to take your child out of school for an extended period of time for a vacation, family event, etc., you need to complete an Extended Leave form which must be approved by the teacher and Principal. These forms are available in the office.

ARRIVALS AND DEPARTURES

Bus students will be supervised by teachers from the time they arrive at school in the morning until the morning session begins, and after school until they board the bus. **Bus students must have a note from their parents if they choose not to ride the bus.** Students are expected to follow the bus driver's directions. Any misconduct could result in the loss of the privilege of riding the bus. For questions regarding bus schedules or special requests, please contact Bath Bus Service, 443-1006.

If you are planning to drop off or pick up your child during arrival and dismissal times, **please keep the circle in front of the school clear for buses.**

Walking students and students dropped off by parents should not arrive on school grounds prior to 8:15 AM (9:15 Wednesdays), as there is no adult supervision before that time. Walkers and bus students may come into the school for breakfast at 8:05 AM. (9:05 Wednesdays)

Please note: At the end of the day only bus students are allowed on the playground until the last bus leaves.

BUS SERVICES AND POLICIES

All Fisher-Mitchell students who live over ½ mile from the school are eligible for transportation. Students may be required to walk up to ½ mile to a bus stop.

Also eligible for transportation are those students who live:

- SOUTH of (not including) Weeks Street
- NORTH of Leeman Highway
- WEST of (not including) Pine Hill

Bath Bus Service provides transportation for the RSU 1. Following is a list of behavior expectations and consequences which are posted on all buses:

1. Get on and off the bus safely
2. Walk
3. Stay seated while the bus is moving
4. Keep your hands and belongings to yourself
5. Book bags must be stored in the book racks, under the seat, or held in your lap
6. Use kind and polite language
7. No eating or drinking on the bus

1st slip – warning

2nd slip – phone call by principal to parents

3rd slip – 3 day suspension from bus

4th slip – 5 day suspension from bus

5th slip – suspension from bus for remainder of the school year

Any questions regarding the above information, changes in busing, or special requests should be directed to Bath Bus Service at 443-1006.

DROP OFF AND PICK UP OF STUDENTS

In the interest of safety, students are not allowed to cross the Fisher-Mitchell driveway and parking area. Students who ride bicycles, skates, skateboards, wheelies or scooters must walk their vehicles to the sidewalk out to High Street. Walkers may also use the path to High Street.

Parents who drive to school to pick up their children must drive around the yellow circle painted in the center of the parking lot, and stop at the designated pick-up area; your child will meet you there. Parking at Fisher-Mitchell is extremely limited. Allowing your student to ride the bus or walk on a daily basis would reduce traffic congestion and therefore increase safety for the students.

Cars may not park in the circle between 8:00-8:30 AM (9:00-9:30 Wednesdays) and 2:30-3:15 PM.

BICYCLES, ETC.

In the interest of safety, children who ride bicycles, skates, wheelies, skate boards or scooters to school will not be permitted to ride on the playground or in the schoolyard. Since the school cannot assume responsibility for stolen or damaged bikes, we recommend that a padlock be used. Bike racks are available to house a limited number of bicycles.

SCHOOL VISITS

All visitors to Fisher-Mitchell School must enter through the front door (the only unlocked door) and check in at the office before proceeding anywhere else in the building. Please remember that any unscheduled visits to classrooms are disruptive and are discouraged.

For the safety and security of our students and staff, we are requiring that all visitors and volunteers sign in at the office and wear either a VISITOR or VOLUNTEER tag. These will be available at the office when you sign in. We

welcome your help and presence in the school. With your cooperation, we are confident that this system will help us keep our students safe.

PARENT TEACHER CONFERENCES / REPORT CARDS

One and one-half days in October and one and one-half days in April are set aside for the purpose of holding parent/teacher conferences. Every effort will be made to schedule the conference for a time that is convenient. Your child will bring a notice home with the date and time of his/her conference approximately one week prior to the conference. Your participation at conference time is encouraged. Report cards for the first term will be sent home in November. The second term reports will be given out in February, third term in April and the last report goes home on the last day of school. Parents are encouraged to contact their child's teacher whenever there is a question or concern.

HOMWORK

The board believes that the purpose of homework is to support classroom learning through pre-learning, checking for understanding, practice, and processing. Homework is to be used as an on-going assessment of learning. Homework is the practice needed to perfect a skill and to judge the student's depth of understanding and ability to apply learning. Homework also provides feedback to the teacher on how well the student understands and has mastered the content.

Homework helps young people develop good study habits, promote positive attitudes towards school and towards themselves, and communicate to students that learning takes place outside as well as inside the school building. Given these parameters, listed below are guidelines to be followed when designing homework assignments:

Guidelines:

- A. Homework should have a clear academic purpose and this purpose should be clearly communicated to the students prior to the end of each class.
- B. Homework should have a positive effect on a student's sense of competence and accomplishment. Homework that requires assistance is not effective homework.
- C. Homework should be made relevant to students so they can take ownership of it. To promote ownership, homework tasks should allow for choice, offer students opportunities to personalize their work, allow students to share information about themselves, tap into feelings or opinions, and allow students to create products and presentations.
- D. Homework should be differentiated to ensure that all students can be successful. Homework can be differentiated in numerous ways, including: 1) by difficulty or the amount of work, 2) by the amount of structure or scaffolding provided (i.e. giving a student a skeleton of a graphic organizer as opposed to creating one on their own), and 3) learning style or interest (students choose which method they will use to demonstrate their knowledge)
- E. Homework should be assigned for academic purposes only, NEVER for punishment.

- F. Availability of resources in the schools, homes or community of the students should be considered when making homework assignments.
- G. Homework should be checked in a timely manner. Feedback on homework can be provided through comments and acknowledgement, but grades are not necessary for learning to take place. Homework completion can be part of overall Habits of Work grade.
- H. Assigning homework during holidays or school vacations should be avoided, except for encouraging students to work on long-term projects. The recommended amount of time for total daily homework completion should be age appropriate. When factoring the amount of homework, other demands placed on students' time should be considered, i.e. extra-curricular activities, outside employment, number of classes, level of class rigor.
- I. Strategies for homework completion are as follows:
1. Provide timely feedback.
 2. Make sure every student has a copy (or copies down) the homework assignment.
 3. Limiting homework in elementary grades to one assignment or one subject per night can aid in the completion of that assignment.
 4. Give homework assignments prior to the end of the class and when possible given students time to begin the homework within class.
 5. Set a maximum amount of time that the student should work on an assignment.
 6. Provide peer tutors for some students or assign students homework buddies to work with or call for help.
 7. Provide students with homework packets or lists of weekly or monthly assignments.
 8. Give all the assignments for the next week on Friday, due the next Friday.
 9. Establish intermittent due dates for parts of a long-term project.
 10. Provide a course syllabus at the beginning of the year with all homework listed.
 11. Allow time to check for understanding before giving practice assignments.
 12. Make sure all students have the necessary materials at home to complete specific assignments.
 13. Post homework expectations on each teacher's web site.

Adopted: August 14, 1989

Revised: June 8, 1992

Second Revision: September 1, 2009

Adopted: November 16, 2009

EMERGENCY INFORMATION

It is very important that each child has a current emergency information sheet on file each year. The vital information provided enables us to contact you in case of emergency or illness. Please fill out a new sheet or update your present one if there are any changes in address, parents' work numbers, emergency contact number, home phone number or after-school care provider. **Your child may only leave the school with people who are listed on the emergency card.** If at any time you want someone

who is not on the emergency card to pick up your child, you must call the school or send a note. These measures help us to keep your child safe.

ACCIDENTS AND ILLNESS

You will be notified if a serious accident or illness occurs during school hours. It is our policy that any child with a fever or contagious illness be sent home immediately. Knowing that serious injuries or illness can happen, it is our intention to carefully assess and treat each child as you would if they were at home. It is important to note, with the exception of the school nurse, we are not trained medical personnel.

MEDICATION

We discourage the taking of medication at school. If it is necessary to have medication available at school, the following procedures will be followed:

1. Medication must be provided in the original prescription bottle- the pharmacy will provide one if you request it.
2. The doctor must supply a copy of the original prescription or fill out a school medication form.
3. The parent must sign the medication permission form.
4. Any change in medication or dose must also meet the above criteria before the change will be implemented at school.
5. If a medication is discontinued, a doctor's order must be provided.
6. If a medication is ordered three times per day we ask that, if possible, the doses be given at home before school, after school and before bedtime.
7. All medication will be kept in the school office.

Thank you for your cooperation. If you have questions, please call the School Nurse at 443-8265, or visit her web page at the Fisher-Mitchell website.

RECESS / PLAYGROUND

All of our students go out daily for supervised lunch recesses. Please be sure that your child is dressed appropriately for outside play each day in the various weather conditions we experience here in Maine. The school cannot provide dry clothes for all children who might require them – so pack extras if needed.

The purpose of recess is to provide fresh air and exercise for a short time, and so that children may interact with each other in an informal and unstructured, but supervised situation. Physical activity outdoors provides a healthy break for students mid day.

Playground rules are taught and reinforced by classroom teachers and playground supervisors. Supervisors may remove any child from the playground whose behavior is not appropriate or safe. Students who are removed may be sent to a time-out area, may be sent to the principal, and/or may be given a Behavior Slip.

Children who repeatedly disregard the playground expectations may be denied the use of the playground facilities.

SCHOOL RECORDS

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The

actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information or technical assistance, you may call (202) 260-3887 (voice). Individuals who use TDD may call the Federal Information Relay Service at 1-800-877-8339.

Or you may contact us at the following address: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-5920

SUPPORT SERVICES

Our school offers a variety of support services for children with special needs. One or more of the following services will be provided to students who are identified through the I.E.P. process depending on the individual needs of the student. Services are available for students whose individual education plan include any of the following services:

1. Speech therapy
2. Resource room support
3. Behavior support
4. Support services such as occupational therapy, physical therapy, and social work
5. Students in grades 3-5 who are experiencing difficulties in language arts or math may be recommended for Title I services by the classroom teacher.
6. Students in grades 3-5 who are experiencing difficulties emotionally, socially, or academically may be referred to the Response to Intervention Team.

ACADEMIC ENRICHMENT PROGRAM

The Academic Enrichment Program addresses the needs of students in grades 3-5 who have been identified as academically gifted and talented. These students spend time during the week with Mrs. Elise Copeland, working on activities which stress creative and critical thinking. Identification is based on referrals from staff members and parents, and on achievement on various standardized testing. Questions concerning the program and the identification procedures should be addressed to Kim Emerson, Director of Gifted and Talented.

FIELD TRIPS

From time to time, to complement the academic program, students will be taken on field trips to nearby sites. Parental permission is required. Blanket permission slips are sent home at the beginning of the school year and cover the entire year. They should be signed and returned to your child's teacher. Advance notice will be sent home before any field trip.

LIBRARY SERVICES

All students in grades 3-5 receive a comprehensive library skills program.

BREAKFAST

Breakfast is available each day for all children for \$1.25 for students, \$1.75 for adults. Free meals are available to those who qualify. Breakfast is served from 8:00 to 8:25 AM daily (9:00-9:25 Wednesdays).

HOT LUNCH

A balanced hot lunch is served daily. The cost per meal is \$2.00 for students, \$4.00 for adults. Reduced price (.40) or free meals are available to those who qualify.

Applications for free and reduced meals are available in the Fisher-Mitchell office or through Food Service, at the Central Office (443-6601).

PLEASE NOTE: Checks should be made payable to RSU 1

You can prepay for meals by setting up an account on MyNutrikids.com Please call Ellen Beal, Director of Food Services at 443-6601, ext. 114 for your child's ID number. Then go to www.mynutrikids.com. From this website you can create your account and add money to your child's school meal account. All you need is your child's name, student ID number and school zip code. Payments may be made through an existing PayPal account or with a major credit card or debit card only. If you have additional questions or need assistance with your account, please call the Director of Food Services. Remember that you can apply for free or reduced meals at any time during the school year. Please contact the school office for an application.

DAILY SNACKS

Children are provided an opportunity to have a snack each morning. Snacks and snack juice or milk are available from the kitchen for 55 cents. Students are encouraged to bring healthy foods to school each day. Candy, chips and other sugary items are not recommended. Some teachers prefer to set up their own snack programs and will communicate directly with parents about the specifics.

TELEPHONE

Student use of the telephone is intended for school-related issues (i.e. staying after school for extra help, discipline, unexpected extra-curricular opportunities). Students should make arrangements for after-school social plans at home.

LOST AND FOUND

Most lost articles are turned in to the office. Labeling your child's clothing and other items greatly increases the chances of them being returned. Unlabeled items will be placed in the "Lost and Found" which is located right after the double doors in the old wing. Please check this area when you are at school with your child! Unclaimed items will be turned over to a charitable organization during school vacations.

ITEMS NOT APPROPRIATE FOR SCHOOL

School days are packed full of reading, writing, mathematics, arts, music, physical education, world language, and more! Recess is short and designed to get students up and moving after concentrated classroom time. Therefore, we request that students not bring personal toys and items of value to school, unless requested by the teacher for a special class activity.

Examples of items that should remain at home: lasers, electronic games, money (except for lunch, snack, book club, etc), matches, toys, weapons, cell phones, trading cards, MP3 players, I-Pods, CD players, radios, and boom boxes. Please note that this is not an all-inclusive list! If you as a parent or student have a question regarding the appropriateness of any item, please call the Principal.

RIDING TO SCHOOL

Some students ride bikes, wheelies, skateboards and scooters to and from school, which is a great way to get exercise! We want to remind all students that skateboards, scooters, and bicycles and wheelies may not be ridden on the school grounds due to insurance restrictions they should begin and end at the High Street sidewalk.

STUDENT DRESS CODE

Grooming and dress are the responsibility of the student and parents or guardians. However, an individual's dress or personal appearance shall not interfere with the safety, order, and effectiveness of the educational process.

In order to promote an environment conducive to learning, the following items are presented as minimum standards:

1. Students will wear clothing or hair styles which adhere to safety regulations and will not be harmful to them in such school activities as shop, lab work and physical education.
2. No immodest or revealing clothing may be worn at any time by any student. Normal coverage of the body will be required.
3. Students will wear clean, sanitary and safe clothing in order to promote the health and safety of all students.
4. Articles of clothing which cause excessive maintenance problems, for example, cleats on boots, shoes that scratch floors, and trousers with metal rivets that scratch furniture are not acceptable.
5. Students must wear shoes (or other appropriate footwear) except when engaged in activities where shoes (or other appropriate footwear) are obviously and clearly inappropriate.
6. Articles of clothing with vulgar language, vulgar pictures, and/or messages depicting controlled substances including tobacco, alcohol and drugs are not allowed.
7. Students are not permitted to wear hats or sunglasses in school.

Students not adhering to the above standards will be subject to disciplinary action.

Adopted: May, 1990

Revised: September 13, 1993

HATS

It is a School Board policy that hats may not be worn in the school building.

Parents and other adults can help model this by removing hats when entering the building.

PARTY INVITATIONS

We realize that it is convenient to distribute invitations to home parties during school hours. However, this can result in tears and hurt feelings among those children who do not receive invitations. We respectfully request that invitations not be distributed at school, unless *all students in the classroom* will receive one. We also are not able to give parents the addresses and/or phone numbers of other students because of confidentiality.

NONDISCRIMINATION

RSU 1 is committed to a policy of non-discrimination in its educational and employment programs, and honors all applicable laws relating to discrimination.

RSU 1 does not discriminate in any of its programs on the basis of race, color, national origin, religion, sex, age, marital status, or disability, and complies with all provisions of the Maine Human Rights Act, Titles VII and IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the individuals with Disability Education Act, and the Americans with Disabilities Act. Inquiries regarding these obligations may be made to the Affirmative Action Officer at Bath Middle School, 6 Old Brunswick Road, Bath, ME 04530 (443-8270).

The United States Department of Education Office for civil Rights, Region I has moved to a new building. The new address is:

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

GRIEVANCE PROCEDURES

1. It is suggested that the student and/or the student's parent or guardian discuss or make an attempt to discuss the matter with his/her principal with the objective of resolving the matter informally.
2. When a student and/or their parent or guardian feels there has been discrimination, he/she may file a written grievance through the Affirmative Action Officer/Coordinator.
3. A formal grievance procedure must be initiated within 30 days of the event or condition which caused the grievance.
4. The Affirmative Action Officer/Coordinator will provide assistance in preparing the grievance if so requested.
5. The Superintendent of Schools or designee shall, within ten days after receiving the complaint from the Affirmative Action Officer (Equal Opportunity Officer), review the situation in consultation with the Affirmative Action Officer/Coordinator and the grievant and notify the grievant of the decision to take action or not take action.

E.1 If the grievant is not satisfied with this response, he or she may submit a written appeal to the RSU 1 Board of Directors indicating the specific nature of disagreement with the response. A formal grievance procedure must be initiated within 10 days of the decision of the Superintendent or designee. The Board shall consider the appeal at its next regularly scheduled Board meeting. The Board shall permit the

complainant to address the Board in public or closed session, as appropriate and lawful, concerning his/her complaint and shall provide the complainant with its written decision on the matter as expeditiously as possible following the completion of the hearing.

6. Part E.1 is the recommended procedure for the disposition of grievances. However, a grievant may bring their case to the state or federal agency having jurisdiction at any time.

WEB PAGE

We post the Falcon Footnotes on our web site weekly. You can visit the Fisher-Mitchell web page at www.fms.rsu1.org

FALCON FOOTNOTES

The Falcon Footnotes is our weekly newsletter and is available online at www.fms.rsu1.org. Please make sure that you read the Falcon Footnotes each Friday. If your organization would like an item published in our weekly newsletter, please have it approved by the Principal, and to the secretary by Wednesday noon.

PTA

The Bath Elementary PTA is looking forward to a terrific 2010-2011 school year!

The slate of officers for the Bath Elementary PTA for the 2010-2011 academic year follows: **Geniene Marco** (president), **Laurie Burhoe** (vice-president, Fisher Mitchell), **Kate Foy** (vice-president, Dike Newell), **Claire Berkowitz** (secretary), **Leisha Wentworth** (treasurer). As always, we encourage parents and staff to attend our PTA meetings. Please remember that the PTA wants to support our kids in every way possible, and we rely on the staff to let us know where we can help support your curriculum in new and inventive ways (field trips? class kits/equipment?). It is important that we have you present at the PTA meetings to explain your request to us in detail. The first Bath Elementary PTA meeting will be held at the Dike-Newell School on **Tuesday, Sept. 14th**, in the Library, 6:15 social, meeting to begin at 6:30. Meetings will alternate between Dike Newell and Fisher Mitchell schools on the 2nd Tuesday of every month, beginning on October 12th. Questions or comments? Email the Bath Elementary PTA at bathelementarypta@gmail.com or visit the PTA blog: <http://bathelementaryptablog.blogspot.com>.

VOLUNTEERS

We are fortunate at Fisher-Mitchell to have a wonderful corps of volunteers who devote many hours throughout the school year to enhance our students' education. We are always looking for more parents, grandparents, friends, neighbors, and community members to volunteer at our school. If you are interested in volunteering, please contact the Principal or your child's teacher. Remember, not only will our students and staff benefit tremendously from your efforts, but so will you.

STUDENT ADVISORY GROUP

The School Advisory Group (SAG) will help the school accomplish its mission by providing feedback and advice to the principal and teachers and to deal with local issues and to connect the school with the community. Each School Advisory Group shall provide input on important matters that affect the work and function of the school. The work of the SAG is to support student achievement. The purpose of the Student Advisory Groups is to be a resource to support a positive school culture and academic

achievement for all students. The RSU#1 Board is committed to a strong system of Student Advisory Groups.

The membership for the SAG is a one-year term. The SAG will meet 3-4 times during the course of the year, beginning October. If you are interested in serving on the Fisher-Mitchell SAG, please contact Nancy Harriman, principal.

H1N1 FLU

It is predicted that the H1N1 (also known as the swine flu) will be prevalent this year. The Fisher-Mitchell School will follow the guidelines provided by Superintendent, who in turn receives advice and directives from the state of Maine health office. Parents and children should follow the following guidelines that we know are sound methods to reduce risk:

1. Wash hands frequently
2. Cover ones mouth with a tissue or arm when sneezing.
3. Stay home if you have the symptoms and consult a doctor. Please keep school informed.
4. Children with the flu should remain home 24 hours after the last symptom before returning to school.
5. We have been advised not to close school at this time and will keep parents informed of other advisory reports from the Center for Disease Control.
6. When in doubt, have your child see a doctor.

There are regional plans to provide H1N1 vaccinations for all school-aged children. Parents will be kept up-to-date as recommendations and guidelines from the state of Maine are provided to the RSU about H1N1.

WELLNESS POLICY

On August 17th, 2009, the RSU Board of Directors adopted a new Wellness Policy, demonstrating the deep commitment of the RSU for the health and wellness of all our children. The policy address 7 areas of student wellness, including nutrition education, meals served through food service, food served outside of food service, physical education, physical activity, wellness communication and promotion, and evaluation.

The meals served through our cafeterias will be well-balanced and nutritious. We are reducing sugars and fats in many of our meals and have eliminated all trans-fats. We encourage all parents to provide healthy snacks for your children, such as fresh fruits and vegetables, yogurt, hard-boiled eggs, cheese and whole grain breads fortify those young minds. There is an opportunity for students to purchase a snack through Food Service at the Fisher-Mitchell School.

Foods provided to classrooms by parents for classroom celebrations, such as birthday parties, must meet the RSU 1 Approved List of Nutritious Foods. This list, as well as the entire RSU 1 Wellness Policy can be found on the Fisher-Mitchell School website or may be reviewed at the school office.

FEDERAL PROGRAMMING – NO CHILD LEFT BEHIND (NCLB)

Federal funding for various types of programming are provided to schools. RSU 1 currently applies for an receives funding for Title I – reading and math supportive

services; Title IIA Class Size Reduction and Professional Development; Title IID funding for technology professional development; Title IV – Safe and Drug Free School; and Title VI – Small and Rural Schools. These programs support district teacher and educational technician salaries and stipends, supplies, and professional development.

Additionally under NCLB there are certain criteria that teachers must meet. This is referred to as “highly qualified” status. It is our obligation to provide you with information about the teacher(s) who are teaching your children. Under these requirements, teachers who teach in a school that provides programming using Federal Government funds from Title I must meet general qualifications as well as the specific requirements of the subject they are teaching. This means we must inform parents whenever a teacher who does not meet the federal definition of “Highly Qualified” teaches a child for four consecutive weeks.

We believe that a caring, competent, and qualified teacher for every child is the most important ingredient in education reform, and we want to assure you that we consider all of our teachers to be fully qualified for their positions. All of our teachers are currently required to teach under Maine’s strict certification requirements. Teachers must have college degrees and many have advanced degrees. In addition, every teacher continues his or her own learning through professional development activities and our teachers are evaluated to make sure that their teaching skills remain at the highest possible level. At this time, 100% of teachers in RSU 1 meet the NCLB qualifications for being “Highly Qualified”.

Additional information on the NCLB Act, as well as on the qualifications of your child’s teacher is available on request. Please contact the Superintendent of Schools, William Shuttleworth, at 443-6601, if you have questions or would like further information. Working with parents is an important aspect of our efforts to help students learn and we welcome your interest.

RSU1 CODE OF CONDUCT

Ethical and responsible behavior is an essential part of the educational mission of our schools. These behaviors result in a safe and orderly environment where students and teachers are able to focus on academic and personal growth. Self-control and appropriate social interactions with others are expected in the classroom, throughout the school, and on the playground/bus. Appropriate behavior is a life skill for all students which must be expected, developed and reinforced.

In February 2003, the Bath School Board adopted a system-wide code of conduct that was developed with input from school staff, students, parents and community members. Included in this handbook are Code of Conduct Guidelines as they apply to the elementary school. This year all the elementary schools in the new RSU will be participating in a Positive Behavioral Supports staff development grant that will guide work reviewing and updating the Code of Conduct Guidelines. If you would like to participate in some of this work as a parent/student representative, please let Dr. Harriman know.

Compassion

Students who demonstrate compassion are kind and fair. They will:

- treat fellow students, staff and visitors the way they would like to be treated

- refrain from cheating or taking advantage of others
- help others
- include others in games and activities

Responsibility

Responsible students don't put blame on others. They take responsibility for themselves and their actions. When they make a mistake they learn from it. When they make a poor choice they do what they can to make it right. Students who are responsible:

- attend school regularly and arrive on time
- use habits of good listening, focus and learning
- complete their homework daily
- keep their books, desks and work areas tidy
- take good care of personal and school property

Respect

Respectful students are kind and courteous to fellow students, staff, volunteers and visitors. Students who are respectful:

- use polite words
- listen carefully to others
- wait their turn to talk
- share materials
- control their hands and feet

Honesty

Honest students earn the trust and respect of others. Fisher-Mitchell students are honest when they:

- tell the truth
- use "Tell, not tattle"
- do their own homework
- do their fair part of group work

Persistence

Persistent students do not give up. When things are difficult they try and try again, getting better each time. Students who are persistent:

- take breaks when they need them
- reread for clarification
- ask questions when they don't understand
- break big jobs into smaller parts
- say things like, "I'll try again" or "I'll do my best"

Integrity

All students are expected to comply with the Code of Conduct at all times and in all areas of school activity. Students with integrity show all the character traits even when no one else is looking! The Code applies to students:

- on school property
- while in attendance at school or any school sponsored activity

Range of Consequences for Behavior Related Offenses

As part of the Code of Conduct, the Bath School Board had adopted a range of possible consequences. The staff and principal use this in determining consequences for unacceptable behavior.

The following range of consequences should apply in most circumstances:

I Staff/Administrative Response	II Parent/Guardian Involvement	III Reallocation of Student's Time	IV Exclusion from Normal School Activities	V Expulsion
<p><u>Options</u></p> <ul style="list-style-type: none"> ● Verbal Reprimand ● Time out ● Out of classroom ● Loss of privileges ● Teacher/Administrator conference with student ● Contact with parent 	<p><u>Options</u></p> <ul style="list-style-type: none"> ● Phone call to parent/guardian ● Written notification ● Conference with parent/guardian ● Parent/guardian accompanies student to school/classes 	<p><u>Options</u></p> <ul style="list-style-type: none"> ● Detention ● Community service ● In-school suspension or placement <p>(Parent/guardian notification required)</p>	<p><u>Options</u></p> <ul style="list-style-type: none"> ● Restricted access ● Suspension ● Alternative placement <p>(Parent/guardian notification required)</p>	<p><u>Options</u></p> <p>(Parent/guardian notification required)</p>

Concerns

The staff at Fisher Mitchell want your child to learn and grow through a positive school experience. This is most likely to occur if you, your child, and the staff work together and communicate with each other often. If at any time you have concerns about your child's progress or adjustment, please contact the classroom teacher. If you still have questions or concerns, please contact the principal.

**PLEASE SIGN AND RETURN TO FISHER-
MITCHELL SCHOOL**

I have read the entire Fisher-Mitchell Student/Parent Handbook, including the Code of Conduct on pp. 16 & 17.

I understand that if I have questions about the contents of the handbook, I may call Fisher-Mitchell to speak with Dr. Nancy Harriman, Principal, for clarification.

(Signature of Parent or Guardian)

(Signature of Student)