

SCARBOROUGH MIDDLE SCHOOL

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www.scarborough.k12.me.us/middle

STUDENT HANDBOOK/PLANNER

2009-2010

This handbook is provided by the efforts of your Student Council.

WELCOME

This handbook is produced so that all Scarborough students will know about our school. It will give you guidelines to help you make appropriate decisions and take responsibility for what you may accomplish during your middle school years.

Our school will:

- Provide a broad, flexible curriculum
- Create a positive learning atmosphere
- Develop you to your fullest academic, physical, emotional, and social potential
- Ensure that you have mastered basic skills
- Allow for your individual creativity
- Communicate and work effectively with you and your home
- Maintain a healthy, safe, and efficient school environment

Most of all, we are glad that you are a student at the middle school and want you to accomplish the skills that will make you a successful human being, a life-long learner and a responsible and involved citizen.

SCARBOROUGH SCHOOL DEPARTMENT

CORE VALUES

The Scarborough School System is committed to maintaining a supportive and orderly school environment in which students may receive and staff may deliver a quality education without disruption or interference and in which students may develop as ethical, responsible, and involved citizens. To achieve this goal, Scarborough has established a set of expectations for student conduct. These expectations are based on values identified by the community as essential to ethical and responsible behavior. Our expectations are that each member of the Scarborough Middle School community will exhibit:

- Respect

- Honesty
- Acceptance
- Compassion
- Responsibility

GENERAL SCHOOL PROCEDURES AND INFORMATION

PLANNERS

Every student is expected to use this planner to write down homework and to keep track of project due dates. Your teachers will further explain how they want you to write down your assignments. Planners must be in your possession whenever you are out of your classroom. For example, you must have a signed pass by your teacher to go to the office, clinic, or restroom. To leave your class, you must have a pass signed in your planner by your teacher. There are spaces for these purposes on your "pass" pages. If this planner is lost or destroyed, you are responsible for replacing it at a cost of \$7.00.

VISITORS

All visitors must check in at the administration office.

ATTENDANCE

You will attend school as required by Maine Law. "Every child between the ages of 7 and 17 will attend public school during the time it is in session." Acceptable reasons for being absent are personal illness, professional appointments, religious holidays, or family emergencies.

Unexcused absences will be considered truancy if a note is not available within 24 hours. Your parents are requested to call the school between 7:30-9:30 a.m. if you are going to be absent. If we are not able to account for your absence, an attempt will be made to call your parents at home or at work. Habitually Truant students are those who have the equivalent of 10 full days of unexcused absences or 7 consecutive school days of unexcused absences during a school year.

If a student is absent from school, he or she may not participate in athletics or other school-related activities for that day.

ARRIVALS

A student who arrives at school after 8:00 A.M. is considered tardy. If you are tardy, you must bring a written note from a parent or guardian. Acceptable excuses are those for medical reasons, family emergencies, illnesses or religious reasons. A student who is late without a written note will receive an unexcused tardy. Students who are transported by parents may not be dropped off until after 7:30 a.m.

DISMISSALS

You will remain in school at all times unless dismissed by the principal, school nurse, or office personnel. You must be signed out and picked up by a parent or your designee. When going home for personal reasons, your parents must contact the office. If you are to leave early due to an appointment, you must bring a note directly to the office so you may be excused at the proper time. Dismissal is at 2:00 p.m.

LOST AND FOUND

Lost and found articles are stored in the office.

BUSES

You will come directly into the school building when departing from your bus or when dropped off by a parent or other ride. You may only ride your assigned bus.

Riding the school bus is a privilege. Improper conduct on the bus will result in the privilege being taken away. Standards of dress and behavior apply while riding the school bus. You may receive a bus slip or suspension if you do not follow bus rules.

Bus Rules

- The safety of all passengers demands proper behavior.
- The bus driver is charged with maintaining safety on the bus.
- Students will be seated while the bus is in motion.
- Normal conversation is permitted. No shouting or using profanity is allowed.
- Do not throw anything in the bus or out of the window, and keep your hands and head inside the windows.
- No weapons, animals, or illegal substances are allowed on the bus.
- Large projects or bags should not be brought onto the bus.
- Drivers may assign seats, either on a temporary or permanent basis.
- The students responsible for any damage done to the bus will be held financially responsible.
- No fighting or harassment will be allowed on the bus.
- In extreme situations drivers may notify the police to remove students from the bus.

FOOD AND DRINK

School meals are made available to students as well as a separate a la carte menu.

Students are given a snack break during a specified time each day. Students are not allowed to take food and or drink from the cafeteria at anytime. Students are not allowed to enter the school with or to possess an open container at anytime without teacher permission. Candy, soda, and caffeinated beverages; i.e. coffee, lattes are not encouraged.

LOCKERS

Lockers are assigned for the general organization of your books, materials, and personal belongings. Lockers should be used before homeroom, during lunch break, before and after lunch, or directly after school. Locker combinations should be kept confidential and not passed out to fellow students. The locker assigned at the beginning of the year is your responsibility, and should not be shared with other students. The locker is the property of the school and may be inspected at any time for any reason.

TELEPHONE

A phone is located in the office area for student use. You may use the phone if you're sick or if there has been a schedule change in an activity. The phone is not to be used if you forget a book, homework, or equipment to be used for an after school activity. Cell phones may not be used between 7:30am and 2:10pm. Cell phones are not to be used to take pictures on school property.

TEXTBOOKS

All basic textbooks are loaned to you for your use during the school year. Textbooks are to be kept clean and handled carefully. Be sure that your name, grade, and team are written on the book label and that the book is covered for its protection. You are responsible for any lost or damaged books that were issued to you. Adhesive and stretch cloth book covers are not to be used.

COMPUTER GUIDELINES

All students and their parents will need to sign permission for Internet access. Understanding of the Acceptable User Policy is necessary. The policy will be distributed to all students through the computer teacher. The Acceptable User Policy details student guidelines, system access, parent notification and responsibility, due process procedures, copyright law, personal safety standards, illegal activities, system security, inappropriate language, privacy, resources, and violations procedures.

LAPTOPS/APPLE IBOOK

Guidelines

The Apple iBook, carrying case, and charger that you are issued are the property of the State of Maine, registered to Scarborough Middle School, and issued to you as a student. They are assigned to you and must be returned at the end of the school year or upon

request.

Procedures

As a registered user:

- Use the iBook for school use as governed by the Acceptable Use Policy and all other applicable policies.
- The iBook is for instructional purposes.
- Do not play games.
- Keep your iBook in your possession or in a secure location at all times.
- Do not add applications or download software.
- Do not lend it to friends and/or family members for their use.
- Keep your passwords confidential
- Keep the computer clean: do not physically mark up the iBook or place stickers on it
- Report a stolen or missing iBook to Scarborough Middle School Administration or designee.
- Report any damage to the Scarborough Middle School Administration or designee.

If you fail to comply with any of the above, you will lose your access to this technology.

ACADEMIC PROGRESS REPORTS

You will receive report cards once every quarter: November, February, April, and the last day of school. Mid quarter reports are available on Powerschool (see below). Parent conferences are held in November and March. At least one conference will be student-led using a portfolio. Your parents may, as well as the teachers, schedule a conference anytime throughout the year regarding your progress at school.

PARENT ACCESS TO GRADES ONLINE

If your parent/guardian has internet access at home or at work, they can view your current grades through the internet. A password and instructions can be obtained through the guidance office **in person with proper identification**. For security reasons, the information will not be sent home with students or given out over the phone.

CRITERIA FOR GRADING AND REPORTING

85 - 100 = Strong

70 - 84 = Competent

55 - 69 = Developing

1 - 54 = Beginning

I = Incomplete

P = Passing, number grade not applicable

F = Failing, number grade not applicable

HONOR ROLL

The Scarborough Middle School honor roll is calculated and published four times per year to recognize the academic accomplishments of students who attain high academic standards.

- Only marking period grades count toward the honor roll, not semester or final averages.
- Students qualify for the honor roll in one of two categories:
 - High Honors: All grades are 93 or above.
 - Honors: All grades are 85 or above.

WITHDRAWALS

Any student withdrawing from school should do so through the guidance office. It is necessary for the parent/guardian to call or send a letter to the guidance office for the student to obtain the withdrawal form. Textbooks, library books, and all property must be turned in. Your locker must be cleaned out and all fines paid before the withdrawal will be processed.

ALLIED ARTS

Allied Arts are included in our curriculum to provide you with a variety of course offerings that are exploratory in nature. Grades in these Allied Arts classes count on the honor roll as any academic subject. They are based on effort, preparation, accomplishment, homework completion, and attitude.

Allied Arts include:

Physical Education	Computer
Technology	Applied Humanities
Art	Health
Band/Music	Foreign Language

HOMEWORK

Homework gives you an opportunity to improve your learning. It aids in the mastery of basic skills by providing practice as well as stimulating interest. Homework needs to be meaningful and directly related to the instruction in a particular classroom. Understanding the assignment and good study skills will aid in accurate completion of the task.

You are expected to complete a reasonable amount of homework depending upon your grade level and ability. It is our intent that homework and long-range projects are balanced so that you are not overwhelmed by a concentration of assignments at any one time.

The school will provide a planner for each student on the first day of school. You are responsible for keeping your daily assignments in your planner. This will help you and your parents know your assignments when you arrive home. Every student is required to keep their planner with them at all times. If a student loses or destroys the planner, they are required to purchase a new one. Planners are considered school property and may be collected by a teacher at the end of the year.

MAKE-UP WORK

When you are absent from school, you are expected to meet with your teachers to determine what you need to make up. For each day you were absent you will be allowed two days in which to complete any outstanding work. This time may be extended if the teacher agrees. Any student that will be absent for family trips will be able to receive and make up their work upon returning to school. If you do not get make-up work completed, a failing grade will be entered on the grade sheet.

STUDENT ADVOCACY SERVICES

The Guidance Counseling Services seek to promote positive self-esteem for all students. Guidance counselors and social workers are available to all students and their families for the following services:

- Individual and group counseling for academic and social/emotional issues
- Home/school coordination
- Referral services
- Coordination with community services
- Crisis intervention

STUDENT SUPPORT SERVICES

There are a variety of support services available to Scarborough Middle School students.

Reading Workshop – This class is for students who need small group instruction with an emphasis on skills and strategies to improve reading comprehension and confidence.

Math Workshop – This class is for students who need small group instruction with an emphasis on skill and strategies at grade level to improve computation and calculation.

Guided Study Center – This small group setting is available for students who are working below their ability and need guidance to complete and organize work.

Gifted and Talented Educational Services – GATES offers a variety of programming options for the top 2 - 5 percent of students who are identified as gifted and whose educational needs cannot be met within the regular classroom setting.

Special Education Services - This program addresses the variety of needs of students with an identified exceptionality.

HEALTH SERVICES # JLCD

The Health Services Department consists of three full-time registered nurses, one half-time registered nurse, one licensed practical nurse, and one medical assistant for the school system. Clinics have been established in all schools, and the nurses can be reached at any time for illnesses, emergencies, or questions.

The Health Services Department conducts health screenings for middle school students. Maine State Law requires spinal screenings for 6th and 8th grade girls and for 8th grade boys. Vision and hearing screenings are conducted for 7th grade boys and girls. In addition, parent/guardian may request a vision or hearing screening for their child at any time.

All middle school students must have a physical by their own physician prior to entering middle school. The family is responsible for payment. A thorough physical examination is required every two years for all athletes prior to trying out for any school-sponsored athletics. In the year a health physical is not required, the student's parent/guardian must complete an interim health questionnaire. If serious illness or injury has occurred since the last physical exam by a physician, the student will be required to have a recheck by the physician to ensure safe participation when returning to athletic play. Health questionnaires and physical exam forms are available in the Health Services and athletic offices.

State Law prohibits the dispensing of any medication by a nurse without a physician's order. If a student requires medication during school hours, a medication form must be completed and signed by the parent/guardian and the physician. The student will then be allowed to take the medication under supervision. Any medication required at school must be in the original container and appropriately labeled with the student's name, dosage, and the time the medication should be given. The parent/guardian is responsible for transporting medications to school. Students may carry epi-pens and inhalers only with written permission from the parent/guardian, physician, and the school nurse.

No immunizations are given through the school. Students who do not meet the minimal immunization requirements of Maine State Law and have not filed an exemption form are excluded from school.

The nurses will be available on an individual basis to counsel students and provide assistance with any health problems or questions. The nurses provide first aid/emergency treatment as needed for illnesses or accidents.

It is the family's responsibility to obtain all necessary medical care from the physician of their choice.

STUDENT EDUCATION RECORDS

The Scarborough School Department has adopted a Student Education Records Policy establishing guidelines governing the manner in which student records are maintained and supervised. Parents or students over 18 years must request in writing to review or obtain a copy of the records through the principal. The school will comply with the request within 45 days. Requests may be denied if there is reasonable doubt as to the legality of the parent/child relationship and until determination of legal rights can be established.

If copies of records are requested, the cost will be \$.05 per page copied plus postage. A complete copy of this policy may be obtained through the Superintendent's office.

C.S.S. PROGRAM

Our Community, School, Self Program is a three part activity. During the first segment, students are involved in community service work. The second component is a school-wide academic fair, and the last activity promotes student wellness.

CO-CURRICULAR ACTIVITIES

David Currier-middle school athletic liaison

These activities are offered during the school year pending budget and interest. Please visit our website for more information about our activities: www.scarborough.k12.me.us/middle/activities/clubs/student.htm

[Grade 6-8](#)

[Grade 7-8](#)

Builders Club	Baseball
Channel WSMS	Basketball (G&B)
Civil Rights Team	Cross Country (G&B)
Computer Club	Field Hockey
Drama	Indoor Track (G&B)
Honors Band	Lacrosse (G&B)
Honors Chorus	Outdoor Track (G&B)
Intramurals	Peer Helpers
Library Leaders	Soccer (G&B)
Math Team	Softball
Student Council	Swimming (G&B)
Triple C Music	Wrestling (G&B)
Yearbook	

Co-curricular activities are outlets for your creative abilities. They provide the opportunity for you to work together with different students and adults. We encourage these activities as ways to produce a positive image not only for the students, but also for the school. **In order to participate in school and booster activities, you must attend school on the day of the activity. A student who arrives at school after 10:30 A. M. will not be permitted to participate.**

You are expected to follow school rules and behave appropriately to remain in co-curricular activities. If your grades fall or your behavior is such that you do not reflect a positive image, then you may be requested by your teachers or principal to be suspended from the group on a probationary basis.

ATHLETIC CONTRACT

All athletes participating in the middle school program must abide by the Athletic Contract handed out by the coach.

AFTER SCHOOL SUPERVISION

There are many activities after school - sports, detentions, make-up. It is important that when you are in attendance at after school activities you are properly supervised. It is the teacher or coach's responsibility to be at school until all students in their charge are picked up. We would appreciate that parents pick up students at a prearranged time so that those involved do not have to be delayed.

SCHOOL CANCELLATION/DELAYS

In the event of a school cancellation, an announcement of "NO SCHOOL" will be broadcast on local radio and television stations.

In the case of school delays, please do not get dropped off before school begins, as staff will not be in the building to supervise. Approximate school starting times will be:

- One hour delay 9:00 a.m.
- Two hour delay 10:00 a.m.

DRESS CODE

Standards for personal appearance begin at home and are considered one of the prime responsibilities of a parent. School is a work environment and you should dress appropriately. Our dress code is in place for all school sponsored activities.

You must wear clothing or hairstyles that are not hazardous to you in school activities, such as tech or lab work. Any items that cause a distraction to the learning will also be prohibited. Dress must be clean and appropriate.

The following items do NOT constitute appropriate school attire:

- Articles that are unwashed or soiled
- Articles displaying indecent writing, pictures, slogans

- Clothing that relates to alcohol, drugs, drug use, or sex
- Articles that could cause damage to school property or that may be used as a weapon; i.e. chains
- Headwear such as caps, bandanas, and hats
- Outer garments; i.e. coats, jackets
- Clothing that is see-through or clothing with tears or holes which inappropriately expose flesh and underwear
- Clothing that exposes midriff, navel, or cleavage
- Shirts that are considered tank tops, tube tops, halter tops, spaghetti straps, strapless, shoulderless, or backless
- Undergarments that are visible
- Skirts or shorts that do not cover the mid-thigh
- Backpacks and purses may not be carried during the school day.
- Please be aware of fragrances; they may not be used in or brought to school due to health concerns of other students.

Final decisions on above dress practices are to the discretion of the building administrator. Students in violation of this dress code will be referred to the office, and parents will be called to bring the proper attire. Time missed from class will be unexcused. (Adopted by the Scarborough Board of Education 11/6/03 – Policy JICA)

ELECTRONIC DEVICES

Students are not permitted to use cellular telephones, mp3 players, iPods, cameras or other electronic devices in the school building. All electronic devices must be turned off and out of sight during the school day.

DETENTIONS/ ATTENTIONS

Detentions are given to students for disciplinary reasons. The length of time required to stay after school and reasons why are to be determined by the appropriate staff member. Academic attentions are given to students who are falling academically behind. They also can be used to notify parents that students owe work or need extra help. In both cases students are given a 24-hour written notice so that proper transportation may be arranged.

ACADEMIC HONESTY

Our school assumes each student is an honorable person that can be trusted at all times. Our students will not engage in plagiarism or knowingly claim words or ideas of another as their own. Examples of plagiarism include: copying a source and failing to cite the source, or paraphrasing without citing the source. Consequences for academic dishonesty may include parent notification, reduced grade on the plagiarized project and/or a detention.

DISCIPLINE PROCESS

The purpose of a discipline process is to establish a procedure that helps you in accepting your responsibilities. You are responsible for respecting the rights of others. Through knowing your responsibilities, you will be able to have relationships with all of the people you work with on a daily basis.

Appropriate behavior in hallways and classrooms is expected. No “hands on” behavior is allowed. Public display of affection is not appropriate and may result in a detention and/or telephone call to parent. No walkmans, games, toys, scooters, rollerblades, skateboards, soliciting for personal profit, etc. are allowed.

Our school has two types of detention - teacher detention and office detention. Teacher detentions are given and supervised by the individual teacher. Office detentions are given by the principal, assistant principal or lead teacher. A student who skips a teacher detention will have the detention doubled with a telephone call to the parent. A student who skips an office detention will have a one-day suspension. The length of time required to stay after school and reasons why are to be determined by the appropriate staff member. Students are given a 24-hour written notice so that proper transportation may be arranged.

Some behavior is serious enough to warrant consideration for immediate suspension. Examples are as follows:

- Stealing
- Fighting

- Harassment
- Plagiarism
- Swearing
- Behavior which is particularly dangerous to others or self
- Possession or use of drugs, drug paraphernalia, alcohol, or tobacco products
- Vandalism
- Insubordination-refusal to follow adult directions
- Skipping school on a chronic basis or leaving school without permission
- Carrying weapons
- Forged notes or excuses

THESE RULES AND POLICIES APPLY TO ANY STUDENT WHO IS ON SCHOOL PROPERTY, WHO IS IN ATTENDANCE AT SCHOOL OR AT ANY SCHOOL SPONSORED ACTIVITY, OR WHOSE CONDUCT, AT ANY TIME OR PLACE, DIRECTLY INTERFERES WITH THE OPERATIONS, DISCIPLINE OR GENERAL WELFARE OF THE SCHOOL.

Discipline referrals - You will be sent to the office with a discipline referral for severe problems such as fighting, sexual acting out or sexual harassment, repeated misbehavior and disruption, and dangerous or unsafe behaviors that create risk for anyone's health and safety.

If you are referred to the office, you will meet with an administrator and will be given the opportunity to state your view of what took place. The school Resource Officer may participate in any meeting. Administrative action may include a conference, detention, contact with parents/guardians, or in or out-of-school suspension.

Out-of-school suspension - If you are on out-of-school suspension, you may not participate in any school-sponsored activities during the period of your suspension. For example, this means you may not go to a game, practice, or dance on the day(s) of suspension. If you are suspended out-of-school, you should not be on any Scarborough school property during the time of your suspension. Students will complete classroom assignments for full credit.

In-school suspension – Students on in-school suspension lose the privilege to attend regular classes. A student in ISS is in a constantly supervised room at school and is expected to do his or her work. The time in the ISS room is for a student to complete school work as well as to reflect on his or her behavior and responsibilities. The ISS has scheduled water and bathroom breaks during the day for ISS students. The student will be given classroom assignments which can be completed for full credit. Once the student completes the work, his or her only other option is to read. A student in ISS is expected to follow the expectations and the directions of the supervising staff member. A student who disregards the expectations of ISS will be sent to the office by the in-school supervisor. If this happens, the student's parents/guardians will be notified to help resolve the problem.

WEAPONS POLICY # JICIA

In an effort to ensure a safe environment for students and employees, all persons (except law enforcement officials) are prohibited from possessing or using articles commonly used or designed to inflict bodily harm and/or to intimidate other persons. Examples of prohibited articles are shockers of any kind, firearms, ammunition, explosives, knuckles, knives, chains, clubs, "stars", etc.

Use of any object, although not necessarily designed to be a weapon, to inflict or to threaten bodily harm and/or to intimidate, coerce or harass is prohibited. Examples are belts, combs, pencils, files, compasses, scissors, lasers, replicas of weapons, etc. The above mentioned conduct is prohibited on school grounds, in school buildings, or on school buses before, during or after school or at any school sponsored activity.

If there is reasonable cause to suspect a student possesses a weapon or is involved in an altercation with a weapon, administrators may authorize an unannounced inspection of the pupil's locker, contents of pockets, school bags, and/or purses.

A pupil acting in an aggressive or belligerent manner with any article will be administratively judged to be in possession of a weapon. Disciplinary action will be taken. A suspension of 5 – 10 days will be given depending on the severity and nature of the incident. Incidents will be referred to the appropriate administrator, guidance counselor, social worker, and/or school resource officer, and may be reported to appropriate authorities outside the school system as warranted. (Adopted by the Scarborough Board of Education 9/2/99 – Policy JICIA). Students who violate this policy may be expelled. (Adopted by the Scarborough Board of Education 9/2/99)

HARASSMENT POLICY # ACAA

The board recognizes the right of each student and employee to a working and learning atmosphere, which is free of intimidation, hostility, and offensiveness. In order to ensure such an atmosphere, employees and students are not to engage in harassment of any other person. Acts of harassment based upon race, color, sex, religion, age, national origin, or disability are not only a violation of this policy but also constitute illegal discrimination under state and federal laws.

Harassment of students and employees by anyone is strictly prohibited. Harassment includes, but is not limited to, verbal abuse such as offensive racial, ethnic or sexual threats or comments, physical overtures, rude gestures, or any type of pressure to engage in sexual activity. Harassment also includes derogatory statements addressed publicly to others that disrupt the school program, incite violence, or otherwise interfere with an individual's education or employment, safety and well being, or the educational mission of the schools.

Examples of prohibited harassment include but are not limited to:

- Unwelcome sexual advances, gestures, comments, or contact;
- Threats;
- Offensive jokes, taunting, teasing, bullying;
- Ridicule, slurs, derogatory action or remarks; and
- Basing employment or academic decisions or practices on submission to harassment.

Sexual Harassment

State and federal law specifically prohibit sexual harassment. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of employment;
- Submission to or rejection of such conduct by an individual is used as the basis for an employment decision affecting such individual; or
- Such conduct has the purpose or effect of unreasonably or substantially interfering with an individual's work performance or creating an intimidation, hostile, or offensive working environment.
- Submission to or rejection of such conduct by an individual is used as the basis for a decision affecting the student.
- Such conduct has the purpose of effect of unreasonably or substantially interfering with an individual's school performance or creating an intimidating, hostile or offensive school environment (Adopted by the Scarborough Board of Education 12/21/95).

SUBSTANCE ABUSE POLICY # JICH

The Scarborough Board of Education recognizes that chemical dependency is a treatable disease which may interfere with the learning process, create severe interpersonal problems and cause physical and emotional suffering to the user as well as to family and close associates. Substance use/abuse may permeate all facets of the community. Therefore, the Scarborough School System will cooperate with effective organizations to help detect, diagnose and treat affected students. The Board of Education unequivocally endorses the philosophy that schools should be free from the detrimental effects of illicit drugs and alcohol.

In order to ensure the highest possible standards of learning, as well as the safety, health and well-being of students, the Board of Education endorses a substance abuse policy which will aid students to abstain from the use of drugs and alcohol, provide for early intervention when use is detected, corrective disciplinary sanctions when necessary, and aftercare support as appropriate. Compliance with the Scarborough School System's standards of conduct related to substance abuse is mandatory.

Prevention

The Scarborough Schools will provide students with information and activities focused on prevention of the use of alcohol and drugs. Programs are to be provided that teach students that using illicit drug and alcohol is wrong and harmful. The legal, social and health consequences of drug and alcohol abuse are to be addressed. Students are to be taught how to resist peer pressure.

Intervention

The Scarborough Schools will establish and provide assistance, through a team approach, to intervene with students who are chemically involved. Students are to be assisted in addressing their harmful involvement with chemicals and in continuing in their educational programs. Moreover, information and referral shall be provided, as appropriate, to aid involved students in connecting with community agencies for drug and alcohol use treatment.

Rules and Sanctions

No student shall distribute, dispense, possess, use or be under the influence of any alcoholic beverage, malt beverage or fortified wine or other intoxicating liquor nor shall a student unlawfully manufacture, distribute, dispense, possess, use or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid or any other controlled substance (as defined in schedules I through V of Section 202 of the federal Controlled Substances Act [21 U.S.C., section 812]; by regulation at 21 C.F.R., 1300.11 through 1300.15; and in Maine's Title 17-A MRSA, section 1101) at school or in any other school system location before, during and after school hours, defined as follow:

"School system location" means in any school building or on any school premises; in any schooled-owned vehicle or in any other schooled-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school system. A student who violates the terms of this policy may be disciplined, including suspension or expulsion from school, at the appropriate discretion of the administration and the Board of Education, and in accordance with sanctions detailed in the Scarborough Schools' regulations. A student may be referred to law enforcement authorities for investigation and/or prosecution.

In addition, a student who violates the terms of this policy shall be given the opportunity to receive intervention services as described above. Failure to cooperate shall result in full imposition of disciplinary sanctions. School staff shall maintain close cooperation with public medical, legal and law enforcement agencies, as well as parents, in the prevention of drug abuse and in the rehabilitation of drug users. (Adopted by the Scarborough Board of Education 5/16/96).

DIRECTORY INFORMATION

Student directory information includes the student's name, address, telephone number, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended.

The above information will be released as stated above, but will not be released for commercial or commercial like ventures as determined by the administration. Parents and eligible students may choose to refuse to permit release of any or all directory information. (Refusal will be allowed upon receipt of written notification to the Superintendent of Schools within 15 days of annual public notice by the School Department) (Policy JOB).

NONDISCRIMINATION

The Scarborough School District and Scarborough Middle School is committed to a policy of nondiscrimination in relation to race, national origin, religion, age, gender, marital status, or physical handicap under the provision of Titles VI and IX of the 1972 Educational Amendments, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act Amendments of 1990, and the Family Rights and Privacy Act of 1994.

Inquiries concerning the application of nondiscrimination policies may be referred to the District Coordinator, or the Office of the Superintendent.

SCARBOROUGH SCHOOL BOARD

(As of June 2008)

School Board policies are available at the following URL: www.scarborough.k12.me.us/board/policies/index.html

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