

Woonsocket Education Department



Elementary school 2011-2012 Student/Parent Handbook

The Woonsocket Education Department does not discriminate on the basis of age, sex, race, religion, national origin, color, or disability in accordance with applicable laws and regulations.

Dear Parents, Guardians, and Students:

Welcome to the Woonsocket School System. This handbook is for you. We hope that it will be helpful in providing you with information about some of the school system's policies and procedures. Additional information about the school your child is attending will be sent home by the school.

These are important days in the lives of children. A good foundation formed during the elementary years usually indicates success in later years. The Woonsocket Education Department Staff is dedicated to educating your child. However, they cannot do it alone. Parental encouragement and involvement cannot be over stressed. Parents are a key element to school success. You are urged to contact the school whenever you have a problem or concern.

Please read this handbook carefully and discuss it with your child. He/she is expected to both know and follow the rules and regulations of the school in order to make the experience worthwhile. After you have read and discussed the information with your child, keep it in a handy place so you can refer to it during the year.

We look forward to having a productive and positive educational experience in the coming year. Have a great year!

Sincerely,

The Members of the Woonsocket Education Department

Woonsocket Education Department's Fundamental Purpose (Mission)

"Empowering all learners to shape and enrich their changing world."

Strategic Plan Objectives

- 1. To ensure that all students in the Woonsocket Education Department have the opportunity to access quality curriculum and instruction in order to meet proficiency as determined by performance on the New England Common Assessment Program (NECAP).**
- 2. To ensure that all students in the Woonsocket Education Department including students from groups with identified performance/equity gaps, students from low income households, major racial and ethnic groups, students with disabilities and students with limited English proficiency will meet "Adequate Yearly Progress" targets in English language and mathematics set by the Rhode Island Department of Education (RIDE) for each year.**
- 3. To ensure that all students in the Woonsocket Education Department develop healthy lifestyles which enhance the overall learning process.**

VISION STATEMENT

In order to achieve our mission, the Woonsocket Education Department envisions each school as a total learning community which prepares the learner for life role performances in a world of constant change and continuous discovery. Our mission is grounded and guided by Fourteen Principles of Professionalism. These principles serve as a standard for all decisions and actions taken in the Woonsocket Education Department.

Honesty: Honesty is our being forthright, transparent, and accurate in all our communications and endeavors.

Openness: Openness reflects our capacity to be receptive and unbiased in all our life experiences.

Clarity: Clarity embodies our open, honest, complete, and easily comprehensible communication of ideas and information to everyone involved.

Inquiry: Inquiring is our conscious and deliberate search for the soundest, most creditable and pertinent information that bears on the situation at hand.

Inclusiveness: Inclusiveness represents our outreach, communication, recruitment, acceptance, involvement, and the development of ownership of all people.

Future Focusing: Future-focusing represents taking a visionary and far-reaching view of emerging possibilities, potential innovations and promising strategies.

Excellence: Excellence is our desire and pursuit of the highest quality in any undertaking, process, product, or result.

Originality: Originality represents our thinking, acting, and expressing ourselves in unique “outside the box” ways that lie beyond conventional experiences.

Tolerance: Tolerance reflects our acknowledgment of all persons right to be heard, represented, and respected for who they are in their own right.

Reflection: Reflection is our examining and assessing all ideas, endeavors, activities, and actions in order to continuously improve.

Win-Win: A “win-win” philosophy embodies our commitment to achieving and experiencing mutual benefit in the agreements we make.

Courage: Courage is our facing obstacles, meeting challenges, and overcoming difficulties with unwavering perseverance.

Balance: Balance reflects our ability to achieve harmony and fulfillment in both our personal and professional lives.

Accountability: Accountability represents our taking responsibility for the content and process of goals we set, decisions we make, actions we take, and the outcomes we achieve.

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VISITORS TO THE SCHOOL

All residents of Woonsocket are welcome in our schools. We are happy to have visitors and volunteers in the schools, and parents and guardians are encouraged to participate in the school's activities. It is important for your child's safety, however, that upon entering the building all visitors report to the office. Even if you are a regular visitor to the building, we need you to report to the office so we know you are in the building. All schools are now equipped with television monitors and electric locks so please enter schools by the front entrance.

VISITORS TO THE SCHOOL - SCHOOL SAFETY GUIDELINES

Dear Parent(s) / Guardian(s),

Recent national events have heightened our awareness of the need for careful vigilance with regard to the security of our schools. As always, the safety and security of our students is our main responsibility and we continue to do whatever is reasonably possible to insure this goal.

Therefore, the following guidelines for school safety have been adopted in all elementary schools:

- All outside doors will remain locked at all times for the entire day.
- All visitors and late student arrivals are instructed to report to the school office through the front door only.
- Visitors will not be allowed access through the back or side doors at any time.
- Students have been instructed not to open any doors for anyone at any time.
- Visitors who ring the doorbell and are unfamiliar to staff members will be asked to state their name and nature of their business before entering the school building.
- A photo ID that will be photocopied for school records may be required for proper identification purposes.
- Up to date copies of court documents regarding custody of children attending schools must be provided to the office.
- Student School Emergency Forms need to be completed and updated reflecting any changes in names, addresses, telephone numbers and emergency contact people. Students will not be released to an adult who is not listed on the emergency form or who does not provide the office staff with proper identification upon request.
- All school volunteers will be required to participate in a BCI Check through the Woonsocket Police Department.

School Emergency Plans will continue to be discussed and updated with additional safety measures that will be implemented as necessary in the near future.

SCHOOL HOURS FOR HALF DAY:

Doors Open for Breakfast at Bernon, Citizens', Gov. Pothier, and Savoie at 8:25 A.M. **(Supervision is not available until 8:25 A.M. for breakfast).**

A.M. Half-Day Kindergarten Hours for Bernon, Citizens', Gov. Pothier, and Savoie are 8:45 A.M. to 11:15 A.M.

P.M. Half-Day Kindergarten Hours for Bernon, Citizens', Gov. Pothier, and Savoie are 12:15 P.M. to 2:45 P.M.

A.M. Pre-K - Special Needs Hours for Citizens' and Gov. Pothier and are 8:45 A.M. to 11:15 A.M.

P.M. Pre-K - Special Needs Hours for Citizens' and Gov. Pothier and are 12:15 P.M. to 2:45 P.M.

Doors Open for Breakfast at Coleman, Fifth, Globe, and Harris, at 8:55 A.M. **(Supervision is not available until 8:55 A.M. for breakfast).**

A.M. Half-Day Kindergarten Hours for Fifth, Globe and Harris are 9:15 A.M. to 11:45 A.M.

P.M. Half-Day Kindergarten Hours for Fifth, Globe and Harris are 12:45 P.M. to 3:15 P.M.

SCHOOL HOURS FOR FULL DAY:

Full Day - Pre-K - Special Needs Hours for Citizens', Gov. Pothier are 8:45 A.M. to 2:45 P.M.

Full Day - Grades 1 through 5 for Bernon, Citizens', Gov. Pothier, and Savoie are 8:45 A.M. to 2:45 P.M.

Full Day - Pre-K - Special Needs Hours for Globe are 9:15 A.M. to 3:15 P.M.

Full Day - Grades 1 through 5 for Coleman, Fifth, Harris, and Globe are 9:15 A.M. to 3:15 P.M.

Children who attend Bernon, Citizens', Gov. Pothier, and Savoie must not arrive at school before 8:25 A.M. and should come directly into the schoolyard. These times must be followed carefully for the safety of your children, as there is no supervision before 8:25 A.M.

Children who attend Coleman, Fifth, Globe, and Harris must not arrive at school before 8:55 A.M. and should come directly into the schoolyard. These times must be followed carefully for the safety of your children, as there is no supervision before 8:55 A.M.

NO SCHOOL ANNOUNCEMENTS

In the event of stormy weather or a school emergency such as a power failure, heating problems, or other reasons, please listen to the radio for any "No School" announcements made by the Superintendent of Schools. Also, if there is to be an early dismissal from school because of bad weather or a school emergency, there will be an announcement. Do not call the school or the main office.

Local radio and television stations to listen to are:

WNRI	1380 AM	CHANNEL 10
WOON	1240 AM	CHANNEL 12
WPRO	630 AM or 930 FM	

Also you can find school cancellations at www.woonsocketschools.com on the Internet (under **Notice to Parents**).

WOONSOCKET EDUCATION DEPARTMENT ATTENDANCE POLICY - P4-15.1 Revised 6/9/10

Introduction

The Woonsocket Education Department is required by law and regulation to establish attendance policies, monitor daily student attendance, to file reports with the Rhode Island Department of Education, and to coordinate our efforts to ensure compliance with compulsory attendance laws and regulations with the Rhode Island Truancy Court and the Rhode Island Family Court. Accordingly, the district employs administrators and attendance officers who are charged with investigating unauthorized or excessive absences and as needed make any appropriate referrals to the Courts.

By Rhode Island State law (R.I.G.L. 16-19-1 and 16-19-6), students are to attend school every day that school is in session. Further, at the middle and high school levels, students must attend all scheduled classes every time they meet unless they are excused for reasons recognized by the school district.

School attendance and active participation in class are critical to academic success at all levels and are extremely important components of the teaching and learning processes. Regular and punctual attendance is essential to the academic, personal and social development of students. All classroom activities are purposeful and are essential to the learning process. The daily exchange between and among students and teachers is essential to student learning and personal growth. Parents/Guardians, students and all school personnel must work together to ensure that all students maximize their educational opportunities.

It is the joint responsibility of parents/guardians, students and the members of the Woonsocket Education Department to convey to students the importance of regular, punctual school and class attendance and the administration will actively monitor student compliance with the policy described here.

Parents/Guardians and the Student Responsibility

The responsibility to follow the law and regulations referenced above lies with the parents/guardians and students. Parents/Guardians and students are ultimately responsible for regular and punctual school attendance.

It is the responsibility of parents/guardians to:

1. Abide by the law and mandates governing attendance, etc.
2. Stress the importance of regular school attendance with their child.
3. Always provide the school with an accurate and up to date daytime telephone number where they can be reached.
4. Call the school on the day of their child's absence to inform the office of their child's absence:
 - The phone call must be followed with a note from the parent/guardian. Acceptable written documentation must be provided no later than 48 hours after student returns to school in order to be excused.
 - E-mail is not an acceptable method of reporting a child's absence or providing an excusal note.
5. Provide a written excuse/documentation for any absence, signed by a parent or guardian:
 - If acceptable written documentation is not provided within 48 hours of student's return to school, the student will be considered as unexcused absence.
6. Make every effort to schedule personal, medical and dental appointments for their child after school hours.
7. Plan vacations when school is not in session.
8. Arrange for any make-up work in a timely manner.
9. In cases of long-term illness, notify the school (teacher, school nurse and principal) as soon as possible so that provisions may be made for appropriate instruction.

The School Day

Fifth Avenue, Kevin K. Coleman, Harris, and Globe Park Elementary Schools

The school day at the above schools begins at 9:15 a.m. with breakfast being available beginning at 8:55 a.m. **Supervision is unavailable prior to 8:55 a.m. and students are not to arrive at school before that time.** Any student arriving after 9:15 a.m. will be considered tardy and will be recorded as such. Students are dismissed at 3:15 p.m. Parents/Guardians should make every effort to schedule any medical or other appointments after school hours. Repeated tardiness or habitual early dismissal will result in a referral to the attendance officer and possible student disciplinary action.

Leo A. Savoie, Bernon Heights, Governor Pothier, and Citizens' Memorial Elementary Schools

The school day at the above schools begins at 8:45 a.m. with breakfast being available beginning at 8:25 a.m. **Supervision is unavailable prior to 8:25 a.m. and students are not to arrive at school before that time.** Any student arriving after 8:45 a.m. will be considered tardy and will be recorded as such. Students are dismissed at 2:50 p.m. Parents/Guardians should make every effort to schedule any medical or other appointments after school hours. Repeated tardiness or habitual early dismissal will result in a referral to the attendance officer and possible student disciplinary action.

Absences

Excused

Excused absences occur when a student is not present at school or at a school-endorsed activity, but is temporarily excused. All students must present written documentation detailing the reason(s) or any absence, in advance when possible, but no later than 48 hours after returning to school.

Acceptable Excused Absences are those due to:

- Documented student illness (students who are seriously or chronically ill or are ill for an extended period should be seen by a physician)
- Dismissal by school nurse
- Death in the family/family emergency
- Regularly observed religious holiday
- Documented court appearance
- Academic field trip resulting in missed classes
- Co-Curricular activities resulting in missed classes
- Staff generated pass
- Military obligations
- Exceptional circumstances deemed appropriate by building principal

Unexcused

An unexcused absence occurs when a student is not present at school or at school endorsed activity without acceptable cause.

Unexcused Absences are those due to

- Any absence for reasons not included in the list of excused absences above will be considered unexcused.
- A student who misses fifteen (15) or more minutes of any class without presenting a staff member signed pass will be considered absent from that class.

Family vacations should be scheduled during times in which school is not in session. Absences due to family vacation will be considered unexcused.

Students absent from school for any reason will not be allowed to participate in extra-curricular activities (sports, music, drama, dances, etc.) on the day of the absence.

No Show Students

If any student enrolled in a Woonsocket Education Department School has not attended school (or whose parent/guardian has not contacted the school to make status known) after a period of seven (7) consecutive days in session, the school will:

- Make two (2) documented phone calls to the student's home.
 - If there is a response to the call, the school will document the conversation and next steps.
- If there is no response, the school will send a certified letter (copied to the Director of Instruction and Administration) to the last known address stating that unless a response is received within five (5) business days from the date of the letter, the student will be dropped from the roll.
- If no response, the attendance/residency officer will be directed to visit the last known address in order to make a final check.
- The Director of Instruction and Administration will bring closure to the case with a letter confirming the removal of the student (back dated to last day in attendance) to the building principal who will ensure that the student is dropped from the roll.
- Should the student return at some later date, he/she will be required to re-register for school.

Unexcused absences will be subject to remedial disciplinary action consistent with the District's Discipline Policy.

Remedial Actions may include:

- Conference with student
- Letters to parent/guardian
- Temporary loss of privileges
- Detention
- Suspension
- Home visit
- Referral to the Rhode Island Truancy/Family Court system
- Assignment to e-Learning to make up days and/or coursework

Procedures

Research on school attendance clearly highlights the critical importance of schools, parents/guardians and students working together early in the child's academic career to develop habits of regular attendance and the development of the work ethic and senses of personal responsibility and accountability necessary for academic and life successes. This work must begin early and those students who successfully engage in school from the start are far more likely to graduate high school, attend college or be successfully employed and contribute to society.

To this end, the following procedural guidelines have been established and will be implemented uniformly in all schools at each of the three levels.

Elementary and Middle Levels

At the elementary and middle levels, attendance and tardiness will be closely monitored for all students beginning in Kindergarten. In addition to the general notice of the district attendance policy, parents/guardians will be notified in writing whenever a child reaches his or her sixth unexcused absence or tardy. Parents/Guardians will again be contacted if the child reaches eleven unexcused absences or tardies.

If the school and parents are unable to successfully address the child's attendance the administration will instantiate a referral to the district attendance officer and recommend further action at the fifteenth unexcused absence.

The principal will, at any point in the process, have available to them any and all of the remedial actions described above. These actions will be carried out in an effort to ensure regular daily attendance and in order to support academic success.

Absence from School

If a student is to be absent from school, parents/guardians are asked to contact their child's school by telephone and leave a voice message that includes the child's name, homeroom number and reason for absence. Students are required to bring a signed note from their parent/guardian upon their return to school.

Tardiness

Once homeroom starts, if the student is not in homeroom, they are considered late to school. All late students must report to their homeroom and they will be marked be marked tardy. Students entering the school after homeroom period must sign in at the main office and are to be accompanied by an adult and/or provide a note from home explaining his or her lateness.

No Student will be admitted late to class without a pass (Middle Schools)

The principal and his/her designees will, at any point in the process, have available to them any and all of the remedial actions described above. These actions will be carried out in an effort to ensure regular daily attendance and in order to support academic success.

Absence from School

If a student is to be absent from school, parents/guardians are asked to contact the school by telephone:

Bernon Heights Elementary	767-4864
Citizens' Memorial Elementary	767-4850
Kevin K. Coleman Elementary	767-4859
Fifth Avenue Elementary	767-4826
Globe Park Elementary	767-4830
Governor Pothier Elementary	767-4765
Harris Elementary	767-4855
Leo A. Savoie Elementary	767-4820

and leave a voice message that includes the child's name, homeroom number and reason for absence. Students are required to bring a signed note from their parent/guardian upon their return to school.

EXCUSING PUPILS DURING THE SCHOOL DAY

Written permission from a parent or guardian is required in order to have a student dismissed from school. The parent or an authorized designated adult must come to the school office to pick up their child. Since missing school affects a student's work, we recommend appointments be made whenever possible after school. Students should bring the written permission note to their teacher at the beginning of the school day.

Students who become ill during the school day must be dismissed with the nurse's and/or principal's permission. Parents or an authorized designated adult must come into the school to pick up their child. If your child is injured, has a fever or is contagious, it is our policy to notify the parent and exclude the student for his benefit and the safety of others.

Otherwise, the student is expected to remain in class. It is a great help to have current phone numbers on hand in cases of emergency. If your child has not returned the Emergency Form to his/her teacher, it is recommended that this be done immediately.

STUDENT TRANSPORTATION POLICY: P-4.9

PURPOSE: To determine eligibility for busing within the Woonsocket Education district.

POLICY:

- A criterion for school bus use is set by the district and determined by grade level and distance of travel to school.
- **To be eligible for a school bus, the distance from a students home to school must be:**
 - 2.25 miles from WHS**
 - 1.75 miles from WMS**
 - 1.0 mile from all Elementary schools**

NOTE: Bus stops are approximately 2 blocks for Special Education elementary students and 4 blocks for Special Education secondary students. **Transportation is considered a related service under IDEA. Door to door transportation is decided at an IEP meeting.*

***WAIVERS:**

- Waivers may be sought based upon a medical condition which would put the student in danger, were they classified as a walker and walked both to and from school.
- Approved medical waiver would allow a student to use an **existing bus stop only**. It is not for the formation of a new bus stop, and it is **not for door to door, or home to school service**.
- The Woonsocket Education Department does the best it can under difficult scheduling, staffing, and financial conditions to provide busing to as many students as possible. It is, however, **a parent's responsibility** to take an active role in getting their children to the bus stop and picking them back up from the bus stop. If the child is unable to do this on their own due to age, maturity, behavioral or medical issues, then the parents or designated care giver such as family, friend, alternate parent or babysitter needs to escort them.
- Transportation to or from a **daycare center can be arranged, only if it is on a bus route from the student's school, and if the arrangements will be consistent for the entire school year.**
- The Woonsocket Education Department **does not provide transportation to a babysitter.**
- All changes and additions will take a minimum of four **(4)** school days to implement.

PROCEDURE:

1. For any changes in address, a change of address form, which is available at the school, **must be completed in advance.**
2. To receive a waiver, a student will need a letter from their PCP OR SPECIALIST faxed directly to the school. **The letter must state the following:**
 - a) The specific illness and the risks posed by walking to and from school.
 - b) The inability of parents to escort or provide transportation to and from school.
 - c) Any precautions or medications that will be needed during the bus ride.
 - d) An **ACTION PLAN MUST BE DETERMINED** should complications of the illness present during the bus trip to and from school or at school (e.g. **Asthma Action Plan & Emergency Action Plan**).

- e) Any modifications that need to be made during school while in class, physical education, sports eligibility, recess and at lunch must clearly indicated by the HCP. Any medications that may be needed must be available in the nurse's office or with the student.
3. The parents of a child in a special needs program with a written IEP stating that busing is necessary, need to contact the Special Education Department at the McFee Administration Building. This includes any change of address and additions.
4. Any conflicts or concerns regarding medical issues for busing will be review by the Nursing Chairperson and/or WED Medical Director.

BUS STUDENTS / SCHOOL BUS RULES AND REGULATIONS

The Woonsocket Education Department authorizes the use of video surveillance cameras on all school busses to promote transportation safety and proper student behavior, to prevent vandalism, to monitor bus drivers, to identify disruptive students, and to document the activities of riders during their transport to and from school and school activities. Students found to be in violation of the district's bus conduct rules will be subject to discipline in accordance with district policy.

[Adopted 4/2004]

If you live at least one mile from school, you are eligible for bussing. Routes are published in the newspaper or you can check with the school office for further information. Parents of bussed students are reminded that children must behave on the bus or face interruption of service; monitors ride the busses to assist with discipline, but the cooperation of all involved is necessary for the safe operation of our transportation system.

For your child's safety, your child will be put on the bus unless, you write a note to the teacher excusing your child from taking the bus. In this event you or an adult designated on the Emergency Form must be at the school before the children board the bus at dismissal and report to the office to sign your child out. Notes regarding children excused from their bus must be turned in at the beginning of the school day. **Bus children will only be dismissed to parents or adults designated on the Emergency Form unless a note requesting such dismissal signed by parent/guardian is brought to the school.**

Parents are requested to inform the bus driver and monitor of any medical condition your child has so adequate preparation may be made in case of emergency.

Special Needs - any requests/addition or changes (must be in students IEP), parents must call the Special Education Department (767-4626).

Routine Requests - parents must fill out "Transportation Request" forms.

BUS CONDUCT AND RULES

1. Follow directions of the driver and aide at all times.
2. Stay in your seat.
3. Do not open windows. Keep all parts of your body in the bus.
4. No pushing, shoving, shouting, bullying, fighting, or foul language at anytime.
5. No *eating, drinking, smoking, or spitting. *(Eating is permitted in special cases with doctor's permissions).
6. On special education busses, seat belts must be used at all times.
7. **Special Education: SPECIAL EDUCATION REGULATIONS WILL APPLY FOR THESE STUDENTS:**

IF A STUDENT BREAKS THE RULES:

1st Time – Driver verbally warns student and notifies principal.

2nd Time – Bus conduct form sent to parent by principal.

3rd Time – Parent/Principal/Transportation Coordinator conference.
Possibly **not to exceed** one (1) week suspension of school transportation.

4th Time – Parent/Principal conference. Possible **not to exceed** two (2) week suspension of school transportation.

5th Time – Parent/Principal/Transportation Coordinator conference.
Student could be suspended from school transportation for remainder of school year.

THE NEW BUS COMPANY IS:

Durham Bus Service
One John C. Dean Memorial Blvd.
Cumberland, RI 02864
Phone Number: 334-3745
CONTACT: Paul Neves
pneves@durhamschoolservices.com

**FOR SPECIAL EDUCATION STUDENTS:
(Out of District only)**

First Student Bussing
255 Westminster Street
Providence, RI 02903
Phone Number: 222-5028
CONTACT: Ray Burt
ray.burt@ride.ri.gov

STUDENT TRANSFER/ASSIGNMENT POLICY

The School Committee of the City of Woonsocket shall establish a district for each school, and each pupil shall be assigned to and be required to attend the school located in the district where such pupil has his or her legal residence, unless transferred by the Superintendent of Schools. Prior to registration and at other times as requested, parent(s)/guardians(s) will be required to validate their residency. Such validation may include utility bills and/or leases dated no earlier than two months prior to the request. Said documentation must be presented to the appropriate building principal within two weeks of such request. Failure to comply with this request may result in jeopardizing a student's current district placement.

The grade status of a student transferring from another school shall be recognized, and no student shall qualify for a higher grade unless a placement test is given which qualifies him/her for such higher grade.

KINDERGARTEN PROGRAM REGISTRATION / PLACEMENT PROCEDURES

School Department placements of kindergarten children are determined by the following guidelines:

1. Children turning five (5) years of age on or before September 1st are eligible for kindergarten placement.
2. Neighborhood school of the child.
3. Bussing and space availability.

Family will be informed of kindergarten child school and class placement in the summer. Principals will be responsible for these mailings.

When space is an issue, students may be placed in an out-of-neighborhood school where bussing and space are available.

The Superintendent of Schools may grant or deny the transfer of any pupil for any reason or reasons that he/she deems to be in the best interest of the pupil and the school system.

SCHOOL READINESS POLICY – P4-15
(A Uniform Code of Behavior and Dress)

PLEASE CHECK SIGN OFF SHEET PROVIDED ON LAST PAGE AND RETURN TO HOME SCHOOL

Woonsocket Education Department believes that "Readiness for School" promotes learning at every level while encouraging good community and civic behavior that will prepare students for achievement in the community. Students, Parents/Guardians must be responsible for school readiness.

"Readiness for School Behavior"

-Come to school on time every day

- call if sick
- bring note if late

-Come to school prepared

- Students will be dressed according to uniform dress code
- Students will be wearing their ID's (Middle & High School)
- Students will have homework with them and completed
- Students will be respected and will give respect
- Students will take responsibility for their education and ask for help if needed
- Students will bring appropriate materials with them to school, (i.e., Books, writing utensils, notebooks, homework, gym clothes, etc.)

-Do your best to succeed

- Have a positive attitude
- Seek a trusted adult for assistance

School Dress Code Defined

Parents will provide the following dress code items for their children:

Pants, walking shorts, **Capri or crop pants**, or skorts (girls only), that are black or khaki of a uniform style "Dickie style", that are sized for the student and fitted at the waist. **No cargo pants, pajama pants or jeans.**

Maroon, **black** or gray shirts long or short sleeve (polo or Tee's without writing that are properly fitted), Sweatshirts that are maroon, **black** or gray without zippers or hoods, pockets or writing unless school related. Any logo must be school related.

Footwear with a closed toe and heel that are white, brown, or black. Heels must be low to ensure safety.

Hats of any kind are prohibited; waivers may be sought for religious considerations.

The Dress Code as written applies to both boys and girls except whereby noted

Waivers to the dress code policy will be issued at the discretion of the Superintendent or his designee (Director of Instruction and Administration or Special Education Director) by filing a waiver request stating the specific reason for your request (i.e., religious freedom, health consideration, or the legitimate exercise of free speech as provided by law).

Principals will have discretion to waive dress code for specific purposes, (school spirit week, field day, or to raise money for a cause) or to specific groups for events (scout days, ROTC, athletic championships, band/chorus events) Middle/High School students are required to bring change of clothing to school for gym class and then follow the dress code at the end of the class.

TRANSFER STUDENTS WILL BE GIVEN 14 DAYS FROM THE DAY OF ENROLLMENT TO COMPLY WITH THIS POLICY

STUDENTS FROM OTHER COMMUNITIES THAT ATTEND WACTC ARE EXPECTED TO COMPLY WITH THIS POLICY AS WITH OTHER SCHOOL POLICIES

STUDENTS RECEIVING WALK-IN SPECIAL EDUCATION SERVICES ARE EXEMPT FROM THIS POLICY

Possible consequences for failure to comply with readiness policy

Verbal warning to students and parents
Conference with student
Written warning
School shirt provided for the day with parent/guardian permission
Conference with parent
In school suspension
*Out of school suspension (not for dress code violation)
Referral to guidance for truancy

STANDARD BASED PROGRESS REPORTS

A standard based progress report (report card) is one way that teachers communicate to parents and guardians the progress of their child. Kindergarten to Grade 5 progress reports are sent home at three intervals during the school year. A standards base report is one way that teachers communicate to parents and guardians on the academic progress of their child. It is recommended that you review and discuss this progress report with your child. Continued communication between home and school is critical to your child's success. Please feel free to call the school to make an appointment whenever you feel a conference is needed or if you have any questions about your child's program. Teachers will contact you as well to keep you informed of your child's progress. Please keep your child's teacher informed about changes, which you think, might be affecting your child's performance in school.

ELEMENTARY PROGRESS REPORTS AND PROMOTIONS

P3-6.1 General Provisions.

(Grades 1-5) At intervals of 60 and 120 days from the first day of school, the parent/guardian(s) shall be notified in writing in the comment section of the trimester report card, if their child's performance needs improvement. If the student is not achieving grade level performance of two (2) or better in core courses at 120 days, the building principal will send a letter requesting a meeting with parents/guardians to discuss their child's progress and the strategies needed for improvement. This will allow parents to address student's performance and request a special school conference to determine available strategies that could be used to assist the student. The student will be given a below the standard rubric grade if they do not achieve grade level performance in core courses at the time that report cards are distributed. The teacher and/or administrator can send a written request with the report cards notifying parents to attend the parent-school conference session to address their child's needs.

P3-6.2 Grading System and Reports.

Proficiencies shall represent the teacher's evaluation of the success of the student in attaining the objectives of each course for the indicated marking period (trimester) at that time. The primary purpose of parent/guardian and school communications shall be to lead both parents/guardians and staff to a fuller understanding of the breadth and quality of the child's learning. This exchange of information will assist the parent/guardian and school in knowing how best to support the child's efforts. The final assessment will be reflective of the last trimester proficiency with the "end of the year rubric assessment," not the averaging of rubric scores.

P3-6.3 Parent Conferences.

A schedule of biannual parent/guardian conferences at 60 and 120 days shall be prepared by the school faculty and principal. Special school conferences shall be arranged by the teacher(s) and/or administrator on the of student's need and parental/guardian request.

P3-6.11 Promotions, Retentions, Accelerations.

(Grades 1-5) Students who have achieved grade level expectations and/or are successfully using strategies that were introduced by a teacher or teachers of records shall be promoted to the next higher grade at the end of the school year. Students who have not achieved grade level expectations and are not successfully using strategies introduced by a teacher specialist may be referred to a summer enrichment program(s) to develop and implement successful strategies under the guidance of a specialist. If a student successfully completes their program, the student may be promoted to the next higher grade. If a student does not attend or does not successfully complete a Summer Program, they may be recommended to repeat the grade and receive specialized support from teachers. If a student will benefit by repeating a grade to explore, use, and fine-tune strategies, retention shall be for one year only through a consensual meeting of the parents/guardians, the teacher(s), support staff, and the building principal. If a student will benefit by skipping a grade, such acceleration is permissible utilizing the same consensual procedure.

TEXTBOOKS

The school department provides textbooks for the student's use in school. These books should be covered at all times using covers provided by the students.

Parents will be held financially responsible for books lost, destroyed, damaged, or missing. No replacement will be provided until financial arrangements have been made regarding the lost, damaged, or missing books.

HOMEWORK POLICY

Homework refers to assignments that are completed after regular class time. It includes study and reading in a given subject, oral and written practice and review as well as long and short-term projects. Guidance on the importance of time management will be given to students. It should help in developing the habit of independent study, giving practice in basic skills and introducing students to the need of budgeting their time. Homework should not be given for the sake of keeping students "busy". When given, assignments shall be understood by the students and be within their ability to do independently. It will be corrected and noted.

Other purposes for homework shall be to help students make up lost work through absence and/or meet a need for extra study or drill in subjects where students are having difficulty.

Suggested average amount of time spent on assignments will be as follows:

<u>Grade</u>	<u>Minimum</u>	<u>Maximum</u>
** Kindergarten (once or twice a week)	10 min.	15 max.
** 1 – 2	10 min.	15 max.
3 – 4	15 min.	45 max.
5	30 min.	60 max.

**Given on a flexible basis.

Ordinarily, homework will not be assigned on Fridays or days before holidays unless make-up or long term project has been assigned.

Suggestions to parents:

1. Provide a quiet place with the necessary supplies.
2. Set a regular time for doing the work, i.e. 4:00 P.M., 1 hour before television time, etc.
3. See that it is completed in a neat manner.
4. Help out when necessary, but don't take over.
5. Be sure it is returned to school on time.

Parent cooperation in this very important educational matter is not only suggested but is necessary for the child's continued success in school.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA)

The FERPA is a Federal Law designed to protect the privacy of a student's educational records. The law applies to all schools which receive funds under an applicable program from the U.S. Department of Education.

Parents or eligible students (students over the age of eighteen) have the right to inspect and review all of the student's education records maintained by the school. Schools are not required to provide copies of materials in education records unless, for reasons such as great distance, it is impossible for parents or eligible students to inspect the records personally. The school may charge a fee for copies.

- Parents and eligible students have the right to request that a school correct records believed to be inaccurate or misleading. If the school refuses to change the records, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still refuses the correction, the parent or eligible student has the right to place a statement in the records commenting on the contested information in the records.
- 1. After the hearing, if the school still refuses the correction, the parent or eligible student has the right to place a statement in the records commenting on the contested information in the records.
- Generally, the school must have written permission from the parent or eligible student before releasing any information from a student's record. However, the law allows schools to disclose records, without consent to the following parties;

School employees who have a need-to-know;
Other schools to which a student is transferring;
Parents when a student over 18 is still dependent;
Certain government officials in order to carry out lawful functions;
Accrediting organization;
Individuals who have obtained court orders or subpoenas;
Persons who need to know in cases of health and safety emergencies;
State and local authorities to which disclosure is required by state laws adopted before November 19, 1974.

- Schools may also disclose, without consent, "directory" type information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, the school must tell parents and students of the information that is designated as directory information and provide a reasonable amount of time to allow the parent or eligible student to request the school not to disclose that information about them.
- Schools must notify parents and eligible students of their rights under this law. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to each school.

At present, the Woonsocket Education Department **does not publish directories of this type.** However, the Administration has designated the following student information as "directory" information: name, address, date of birth, honors and awards received and dates of attendance. Should you prefer that this type of information about your child remain confidential, you must notify the school.

NOTE: If you choose not to allow the school to publish this information then your child's name will not appear on the quarterly honor rolls distributed to the newspaper or any and all other news releases that we may distribute periodically to newspapers or other media highlighting positive student activities.

INTERNET ACCEPTABLE USE / SAFETY POLICY

PLEASE CHECK SIGN OFF SHEET PROVIDED ON LAST PAGE AND RETURN TO HOME SCHOOL

EDUCATIONAL PURPOSE AND USE:

1. The use of the Internet has been provided to teachers and students as a tool of educational application. Use of the Internet for illegal, commercial or unethical actions is strictly prohibited. Illegal activities, such as transmission of any material in violation of any U.S. or state regulation are prohibited. This includes, but is not limited to copyrighted material, threatening or obscene material or material protected by trade secret.
2. The Technology Committee, School Administration, and/or the School Committee reserves the right to place reasonable restrictions on any material accessible throughout the Woonsocket School Area Network and the Internet deemed educationally unacceptable (not in compliance with the curriculum guidelines of the Woonsocket Education Department).

3. The use of the Internet must be for educational and research activities and be consistent with the educational objectives of the Woonsocket Education Department.
4. All students and personnel of the Woonsocket Education Department take full responsibility for his or her own actions in regards to the use and handling of technology and the use of the Internet, network and e-mail.
5. The Woonsocket Education Department complies with CIPA, the Children Information Protection Act. CIPA requires that schools and libraries that receive specific federal funds must certify to the funding agency that they have in place an Internet Safety Policy and an Internet Filtering Mechanism. The Woonsocket Education Department uses an Internet filtering mechanism to block access to obscenity, child pornography, or material harmful to minors. Our policy also prohibits hacking, chat rooms, email safety, disclosure of personal information concerning children, and unlawful activities of children online, and inappropriate use of email. In accordance with all elements and regulations of CIPA.

ACCEPTABLE USE: PERSONAL SAFETY

1. Student personal information (including, but not limited to names, telephone numbers, addresses, etc.) will not be entered, transmitted, or posted over the Internet without prior written authorization by school administration.
2. Students will never agree to meet someone they have met on-line without parental approval. Parents who agree to such a meeting are responsible for arranging appropriate supervision.
3. The computer operator will not use the network or the Internet in such a way as to disrupt access by others (such as downloading huge files, sending mass e-mail messages, or annoying/harassing other users). Respect the privacy of other users- all communications and information should be assumed to be private property.

ACCEPTABLE USE: COMPUTER SYSTEM SAFETY

1. Unauthorized access to educationally unacceptable areas of the network, both within the Woonsocket Wide Area Network and the Internet, is not permitted.
2. The computer user will immediately notify a Lab Coordinator or System Administrator of possible security risks.
3. The computer user will not download Information over the Internet without the consent and guidance of a Lab Coordinator or System Administrator.
4. The computer user will not attempt to locate or request inappropriate material from the Internet.
5. The Internet has many sites, locations, and materials. New material is being created every day. Because of these reasons, it is possible for some material to escape the filtering system of the Woonsocket School Department. If a computer user should happened to find this material he or she is to notify a teacher, administrator of the Technology Department immediately.

INAPPROPRIATE BEHAVIOR

1. The computer user will not use vulgar or other inappropriate language within the Woonsocket Area Network or the Internet.
2. The computer user will not post false or misleading information about any person or organization.
3. The computer user will not use the network and the Internet to access, create or publish material that is profane or obscene (pornography), that advocates illegal acts that advocates violence or discrimination towards people or organizations (also referred to as "Cyber Bullying" or "Cyber Stalking"), or that is not within the scope of educational use.
4. The computer user will not attempt to locate or request inappropriate material from the Internet.
6. The Internet has many sites, locations, and material. New material is being created every day. Because of these reasons it is possible for some material to escape the internet filtering mechanism of the Woonsocket Education Department. If a computer user should happen to find this material he or she is to notify a teacher, administrator of the Technology Department immediately.

VIOLATION OF POLICY

If a user is found to be in violation of any of the statements detailed in the above-mentioned policy, all network and Internet rights and privileges will be suspended until an investigation shall be conducted. Upon completion of the investigation, a decision will be given by the building Administrator(s) to revoke or reinstate the computer user's privileges. Such violations may also result in further disciplinary measures or legal actions.

LIMITATION OF LIABILITY

The Woonsocket Education Department will make every effort to screen all material available on the Internet; however, it is possible for some of the vast amount of inappropriate information on the Internet to reach the computer user.

All terms and conditions as stated in this document are applicable to the Woonsocket Education Department, Woonsocket, Rhode Island. These terms and conditions shall be governed and interpreted in accordance with the laws of the City of Woonsocket, the State of Rhode Island, and the United States of America.

Woonsocket Education Department Internet users apply for Internet access by completing the Internet Acceptable Use Form included in this handbook. The form should be returned to the person from whom they received the handbook. If a student does not have a signed permission form on file, they will not be allowed to access the Internet through the school. This copy of the Acceptable Use Policy is yours to keep for reference. This contract is renewable annually.

P3-7.5 MOVIE POLICY

Woonsocket Education Department commits itself to providing high quality education for all students in a safe supportive environment that utilizes the Rhode Island State curriculum framework grade span/grade level expectations. This policy is set forth to ensure that all supplemental audiovisual materials meet the content curriculum requirements and are appropriate for the age and development of the children for whom they are being used.

Supplemental audiovisual materials (i.e., movies, DVD's, documentaries, etc.) for classroom use must be approved in advance by the appointed department head. Department heads may offer alternate suggestions or additional materials for the content subject. (Elementary teachers must have audiovisual materials approved by the Principal prior to viewing.) Materials currently owned or purchased by the library or school department will be exempt as a protocol for purchase already exists.

- A written rationale of the content of the audiovisual, its relationship to the curriculum GSE/GLE's must be made included in the request.
- Department Heads/Principals will sign off on all requests.
- Parent notification and consent will be requested if deemed necessary by the department head/principal.
- The use of audiovisual materials for purely entertainment purposes is prohibited.
- All policy is subject to school committee approval.

SC 1st Passage 2-27-08'
SC 2nd Passage 3-12-08' Revised

SCHOOL NURSE HEALTH SERVICES

The School Nurse is concerned with the health and physical well-being of all students. The School Nurse provides care to students who become ill at school, but the primary responsibility for student health and medical care remains with the parents. Therefore, students who are ill at home should remain at home and seek private medical care.

HEALTH CONCERNS: Please fill both sides of the entrance form you receive at registration. Any emergency contact person must be able to provide transportation for your child if needed. **It is *critical* that parents immediately notify the school when there is a change in phone numbers!** It is just as important to notify the School Nurse when there has been a change in your child's medical condition, newly diagnosed allergies, surgeries or medication taken at home.

Parents must inform the bus driver and monitor of any medical condition your child has, so adequate preparations may be made as necessary.

ILLNESS/ABSENCE: Contact the school office in the morning if your child is going to be absent from school and indicate the reason.

- Students who have had a fever of 100 degrees or higher, vomiting or diarrhea must be kept out of school for 24 hours after the last episode occurred and must be fever-free for at least 24 hours before returning to school.
- Also, students diagnosed with conjunctivitis (pink-eye), strep throat or impetigo cannot return to school for 24 hours from the time the first dose of the *prescription* medication has been given or applied. If your child is injured, has a fever or is contagious during the school day, it is our policy to notify the parent and exclude the student for his benefit and the safety of others.
- Chicken pox – exclusion from school until all lesions are crusted over.
- Fifth Disease – there is no need to exclude since once the diagnosis has been made and the rash has appeared, the disease is no longer contagious. However, please notify the school of this diagnosis so that we may contact employees or other students as necessary.
- Head Lice – if live lice are found, your child will be excluded from school until treated. A parent must accompany their child back to school after treatment to be checked by the nurse before returning to the classroom.
- Injuries – documentation such as a doctor's note is needed for exclusion or limitations from gym, recess or other activities. Such notes must be submitted to the **School Nurse**.

MEDICATION: If at all possible, medications should be taken at home before or after school hours. If it is absolutely necessary that medication be administered during school hours, the following procedures must be followed:

- Present written order from their private physician.
- Present written parent permission to take this medication at school.
- An adult must bring in the medication in the original prescription bottle properly labeled by a pharmacist as required by law.
- Only the Certified School Nurse-Teacher may administer medication, unless there is written permission from the student's physician and parent that the student may carry and / or self administer inhalers and epipens.
- All unused medications must be picked up in the nurse's office by an adult at the end of the school year, or it will be destroyed/disposed of before the summer break.
- Over-the-counter medications (Tylenol / Ibuprofen) may be given with special parent permission (Consent form).

SCREENINGS: Screenings for vision, dental, scoliosis and hearing are mandated by the RI Department of Health each year, depending on student's grade.

- All students registering for the first time or re-enrolling in school or entering 7th grade, must present proof of immunizations and a current physical examination, including a vision exam, as required by RI State Law.

DISCIPLINE POLICY

One of the goals of this school system is the development of positive constructive pupil behavior. Disciplinary action when taken has as its main purpose the changing of the behavior in the protection of others, not punishment. Preventative and remedial help is sought for pupils with behavior problems. Teachers, parents, counselors, community agencies, special services people and others where available and pertinent, are enlisted in order to affect positive behavior.

Building administrators shall utilize all of their school resources to resolve disciplinary problems internally before making outside referrals or before seeking the suspension penalty, except in those cases where suspension may be mandated as automatic. Each school building shall create, as a subcommittee of its School Improvement Teams, a Student Discipline Committee.

Major goals of any procedures used to cope with offenses should be to provide justice for all parties and return disciplined students to the school setting. In those situations of persistent or repeated offenses by students, building administrators should work with the appropriate professional staff to develop in-school and out-of-school alternatives more suited to their needs.

A teacher may exclude from his or her class a pupil who, in the teacher's opinion, is causing serious disruption to the academic process. The student is to be immediately referred to the building administrator or his/her designee.

Alcohol and Other Drug Use – Possession, use, sale or supply of alcohol, or other drugs, or intoxicating substances, or counterfeit drugs, or drugs paraphernalia is forbidden. This policy shall apply to every person while on school property, and/or while attending school functions.

If a student is suspected of being under the influence of alcohol and other drugs or intoxicating substances.

1st Incidence - The student is brought to the school nurse and/or school administrator for examination and evaluation. If it appears that the student is "under the influence" the parent or guardian is called to pick up the student.

Subsequent Incidences - The same procedures are followed as for the first incident except: The police will be notified and assist in the determining if the student is under the influence. If it is determined that the student is under the influence of alcohol the student is suspended for a period of time not to exceed 10 days.

To be in possession of alcohol, other drugs, or intoxicating substances. The student is brought to a school administrator who conducts an investigation. If the student is found to be "in possession," the student is suspended for a period of time until an expulsion hearing is scheduled. The police will be called.

Graffiti School Property – Any student, who writes graffiti or causes any damage to school walls, furniture, floors, books, school articles or buildings, shall face disciplinary action. The student shall make monetary restitution for damages or do community service in the school building to repair the damage. Parents shall be encouraged to let the student incur the financial responsibility for restitution.

Any student who is found with a student writing graffiti as defined above will also face disciplinary action.

For a **minor infraction** where suspension or expulsion is not warranted a student may be given detention, school or community service. Such sanctions will be supervised by a school staff member. No student shall for any cause be detained after school for more than 30 minutes at the elementary level.

Parents shall be notified by telephone prior to normal closing of school regardless of the length of detention given to the student. If a situation prevents a student from serving detention on the day of the infraction, 24-hour notice shall be provided to parent(s) and student.

The Superintendent of Schools, the Principals of the various Schools within the Woonsocket Education Department and the School Committee may suspend a student from required attendance for ten days or less for the causes enumerated and in the manner provided for hereafter. Suspensions of more than ten days shall be ordered by the School Committee only.

A student may be suspended from school for conduct, which shall include any of the following:

- A. Assaulting or threatening to assault another student, a teacher, any other person having authority over the student, or any employee of the Woonsocket Education Department. Victims of assault will be encouraged to file criminal charges.
- B. Taking or attempting to take, or threatening to take personal property or money from another student, from a teacher, or any employee of the Woonsocket Education Department.

DISCIPLINE POLICY (Continued)

- C. Causing or attempting to cause damage to school property or the property of another student, teacher, or any employee of the Woonsocket Education Department.
- D. Continued and willful disobedience or open defiance of authority of any teacher or any person having authority over the student, or the habitual use of profanity or obscene language.
- E. Being under the influence of, or bring or causing to be brought, or selling alcoholic beverages, or any drug, narcotic, hallucinogenic, or controlled substance, the possession of which is illegal, upon any school building or grounds or to any school-related function.
- F. Possessing a knife, gun or other weapon in any school building or on any school grounds or at any school-related function will result in an immediate suspension for an expulsion hearing and the police will be notified immediately.
- G. Participating in the unauthorized occupancy of any school or other building or grounds owned by the Woonsocket Education Department. Criminal charges of trespassing may also be filed.
- H. Conduct which poses a continuing danger to persons or property upon any school building owned by the Woonsocket Education Department.
- I. Conduct which poses an ongoing threat of disrupting the academic process, including without limitation, improper dress or grooming.
- J. Violation of any rule or regulation set forth in the student handbook then in effect at the student's school. Such handbook is hereby incorporated as a part of these regulations and should be read to each student.
 - 1. Other conduct justifying suspension.
- K. Laser pointers are not allowed on school grounds or at any school related function.

No form of electronic communication will be allowed on school grounds or at any school-related function (i.e., cellular phones, and beepers). For elementary schools this will be understood to include electronic games.

1st Offense – Detention and confiscation for the day and parental notification.

2nd Offense – Elementary Level – parent conference.
Middle School – assigned up to 3 days In-School-Suspension.
Electronic item confiscated and returned only to parent.

3rd Offense – One day school suspension.

4th Offense – Up to 5 days suspension and an expulsion hearing.

The idea that school is an extension of the home and community should be fostered by students, parents, and the professional staff.

Students will be expected to conduct themselves at all times in a safe and orderly manner respecting the rights, privileges, and property of all others in the school building or on school grounds.

TRUANCY

Any student who is absent from school for all or part of the school day without the knowledge and consent of his or her parent(s), or who leaves school having once attended during the school day without prior knowledge and consent of the school authorities and his or her parent(s), shall be considered truant.

Truancy shall be subject to disciplinary action by the school and make-up of all class time missed will be required.

In the case of a child's academic progress being impaired by the child's school attendance, the principal shall hold an administrative meeting in which the principal, teacher, parent, attendance officer and/or any other person deemed important to the case will attend. Review of past and current interventions will be completed. New interventions can be proposed to address the situation. In the absence of any participation within the agreed upon intervention(s), the principal may instruct the attendance officer to file criminal charges against the parent of a child under the age of 10, or file a petition against a child of 10 years of age or older in order to bring the case to a family court, or if the parent wishes, truancy court.

SUSPENSION

SUSPENSION OF TEN DAYS OR LESS: The Superintendent of Schools, the Principals, or the School Committee may suspend students for such time as they shall determine not to exceed ten days in accordance with the following procedures:

1. Prior to any suspension the student shall be given oral or written notice of the charges against him or her and the punishment, which may be imposed.
2. If the student denies the charges, the student shall be given an explanation of the evidence possessed by the suspending authority.
3. The student shall be given the opportunity to present his or her side of the story. This hearing may be held within minutes after the alleged misconduct has occurred and should precede suspension except under the circumstances described in the following paragraph.
4. If notice and hearing prior to suspension are not feasible, as the student's presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice or hearing shall follow as soon as practicable. In any event a student who has not reached the age of 16 may not be sent home prior to the end of the school day. Exceptions to this are permissible at the parent(s) request and must be verified by a second staff member of the school. In all cases students can and shall be released to a parent-guardian who presents himself/herself at the school to receive the student as the result of a disciplinary action.
5. In the event a student has not attained the age of majority, notice containing the reason for suspension and the duration thereof shall be given to the person in parental relation to the student. Such notice shall be given in the spoken language of the person in parental relation to the student, unless it is clearly not feasible to do so.

WEAPONS POLICY

The Woonsocket Education Department has adopted a strong "Weapons Policy."

Any student possessing a knife, gun, or other weapon in any school building or on any school grounds or at any school related function will result in an immediate suspension for an expulsion hearing and the police will be notified immediately.

The term "weapons" shall include, by way of illustration, the following enumerated items: any loaded or unloaded firearm (e.g., pistol, blank pistol, signal pistol, starter pistol, revolver, rifle, shotgun, etc.); any defensive weapon (e.g., gas repellent, mace, stun gun, etc.); any martial arts device (e.g., Chinese stars, nunchauu, etc.); or any tool or instrument which school administrative staff could reasonably conclude as being capable of inflicting bodily harm (e.g., blackjack, chain, club knuckles, night stick, pipe, studded bracelet, sling shot, etc.); or which by virtue of its shape or design gives the appearance of any of the aforementioned (e.g., air pistol, air rifle, BB gun, etc.)

The term "**school grounds**" includes, but is not limited to, the actual property owned by the school, areas around the schools, parking lots, school sponsored events whether on or off school grounds, school busses, and school bus stops.

POLICY AND PROCEDURE FOR SMOKE FREE ENVIRONMENT

Purpose: The Woonsocket School Committee is committed to ensuring a healthy atmosphere in which to learn, teach and work. This can be achieved only through continuous efforts to protect non-smokers and to promote the health benefits of a tobacco free life.

Philosophy: The Woonsocket School Committee recognizes that the use of tobacco has been known to be detrimental to good health, and that the education of children occurs not only by textbooks and teachers, but through many processes including modeling. Therefore, the following policy is adopted.

Policy:

1. Effective upon passage, the use of any substance or item which contains tobacco including but not limited to cigarettes, cigars, pipes, or other smoking tobacco, or snuff or smokeless tobacco anywhere on school property at any time of the day or night by all people who utilize Woonsocket School Property is prohibited. This policy also prohibits tobacco use at all school events regardless of location.
2. Having on one's possession a lighted cigarette, cigar, pipe or other substance or item containing tobacco is also prohibited.
3. State law prohibits tobacco product use in all outside areas within twenty-five (25) feet of any school building.

Enforcement – Students: Elementary/Middle School

- a. Students violating this policy, for the first time, will receive one detention and the Administration shall provide written notification to the student’s parent(s), guardian(s), or custodian(s).
- b. A second offense will result in two detentions and the rest of the day in in-school suspension or alternate administrative assignment with a letter sent home to the parent(s), guardian(s) or custodian(s) to be signed and returned to the principal.
- c. A third offense will result in three detentions, the rest of the day plus one full day of in-school suspension and a parent hearing before the school principal.
- d. A fourth offense will result in a one-day school suspension and mandatory enrollment in a smoking cessation program.

Visitors: Visitors who are observed smoking or using tobacco products on school property will be informed of the “Smoking Restrictions in School Act” and will be asked to refrain from smoking or using tobacco products. If the individual fails to comply with the request, he/she shall be referred to an administrator for the area in which the violation occurred. The administrator will make a decision on further action, which may include a directive to leave the school property. Repeated violations may result in a recommendation to the Superintendent to prohibit the individual from entering the building or other school property for a specified period of time or permanently.

Penalties: State law (23-20-6.2) provides for fines of not less than \$50.00 nor more than \$500.00 per day which shall be assessed and recovered in a civil action brought by the attorney general in any court of competent jurisdiction.

HARASSMENT / BULLYING / CYBERBULLYING

PLEASE CHECK SIGN OFF SHEET PROVIDED ON LAST PAGE AND RETURN TO HOME SCHOOL

The Woonsocket Education Department (hereinafter referred to as the “Department”) is committed to maintaining an academic environment that is free from harassment. In keeping with this commitment, harassment of employees, students, or visitors by employees, students, or visitors will not be tolerated. This commitment also extends to any school sponsored activity.

Sexual Harassment: is a violation of Title VII of the 1964 Civil Rights Act, a violation of title IX of the Education Amendments of 1972 and a violation of Rhode Island General Law – Section 16-38-1, effective July 1, 1986.

Sexual harassment consists of unwelcome conduct, whether verbal, physical, or visual, that is based upon a person’s gender. The Department will not tolerate harassing conduct that affects academic or job benefits, that interfere with an individual’s academic or work performance, or that creates an intimidating, or offensive academic or work environment. Unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on sex constitute sexual harassment when:

- (1) Submission to the conduct is a term or condition of aid, benefit, services, treatment, education or employment;
- (2) Submission to or rejection of the conduct is used as a basis for an academic or employment decision;
- (3) The conduct has the purpose or effect of unreasonably interfering with an individual’s performance or creating an intimidating, hostile, or offensive educational environment. Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented “kidding” or “teasing”, “practical jokes”, jokes about gender specific traits, foul or obscene language or gestures, display of foul or obscene printed or visual material, and physical contact such as patting, pinching, or brushing against another’s body.

Sexual Harassment may include but is not limited to:

- (1) Verbal harassment or abuse;
- (2) Pressure for sexual activity;
- (3) Sexually motivated or inappropriate patting, pinching, touching, or other than reasonable and necessary restraint of students by teachers, administrators, or other school personnel to avoid physical harm to persons or property;
- (4) Sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual’s education or employment status;
- (5) Sexual behavior or words, including demands for sexual favor accompanied by implied or overt promises of preferential treatment with regard to an individual’s educational or employment status; or
- (6) Behavior or words directed at an individual because of gender.

HARASSMENT / BULLYING / CYBERBULLYING (Continued):

Reporting Procedures: The Department's procedure is to investigate all complaints of sexual harassment thoroughly and promptly. Any retaliation or reprisal against an individual who is an alleged target of harassment, who has made a complaint, or who has provided evidence in connection with a complaint, is a separate actionable offense. If an investigation confirms that harassment has occurred, the Department will take corrective action, including such discipline, up to and including immediate termination of employment or expulsion as is appropriate.

Any member of the Woonsocket Education Department community who believes that he/she has been subjected to sexual harassment, or any person who has witnessed sexual harassment, is to report the incident to his/her building principal or supervisor who will contact the Investigating Officer. The Investigating Officer will be designated by the Superintendent of Schools.

The Investigating Officer is vested with the authority and responsibility for investigating and processing all sexual harassment complaints in accordance with the guidelines contained herein. The Investigating Officer is empowered to recommend remedial measures, based upon his/her investigation, to the Woonsocket School Committee.

The investigation may include any reasonable investigative procedures including interviewing and soliciting written statements from witnesses, the complainant and respondent.

Within sixty (60) days of the receipt of a complaint, the Investigating Officer shall prepare a report to the Superintendent containing his or her findings and recommendations.

If the Superintendent determines a violation of the sexual harassment policy has occurred, the Superintendent will determine what, if any, discipline will be imposed or alternatively refer the matter to the School Committee with a recommendation.

Recommended disciplinary action may range from an apology, direction to stop further offensive behavior, counseling, warning, suspension, expulsion, transfer, termination, discharge or any other form of discipline consistent with federal or state law or school department procedure.

Responsibilities. All students, teachers, administrators and other school personnel are responsible for creating an environment that is free of harassment and other offensive behavior, and for conducting themselves in a manner consistent with the spirit and intent of this policy.

BULLYING

P2-21.1 BULLYING

Prohibition Against Bullying

Bullying is prohibited in the public schools of Woonsocket, RI. [R.I.G.L. 16-21-26] The prevention of bullying is part of the Woonsocket school district's strategic plan [R.I.G.L. 16-7.1-2 (e)] and school safety plan [R.I.G.L.16-21-24].

Definition of Bullying

Bullying occurs when a student, while at school, intentionally assaults, batters, threatens, harasses, stalks, menaces, intimidates, extorts, humiliates, or taunts another student. Bullying also occurs when a student or a group of students organize a campaign of shunning against another student or when a student or a group of students maliciously spread rumors about another student. In most circumstances bullying does not include a mutual fight between two students of roughly equal strength who are angry with each other. Such fights are subject to discipline as a violation of school rules prohibiting fighting.

P2-21.1A BULLYING/CYBER BULLYING

Prohibition Against Bullying/Cyber bullying

Bullying is prohibited in the public schools of Woonsocket, RI. [R.I.G.L. 16-21-28] The prevention of bullying is part of the Woonsocket School District's strategic plan {R.I.G.L. 16-7.1-2 (e)} and school safety plan [R.I.G.L. 16-21-24]. {Adopted 10-24-07}

Definition of Bullying/Cyber Bullying

Bullying occurs when a student, while at school, intentionally assaults, batters, threatens, harasses, stalks, menaces, intimidates, extorts, humiliates, or taunts another student. **This also includes Cyber Bullying.** **Cyber Bullying** is harassment through electronic communications, including but not limited to e-mail, Web sites and text messaging sending or posting harmful text and/or images using the Internet or other digital communication devices. Bullying also occurs when a student or a group of students organize a campaign of shunning against another student or when a student or a group of students maliciously spread rumors about another student. In most circumstances bullying does not include a mutual fight between two students of roughly equal strength who are angry with each other. Such fights are subject to discipline as a violation of school rules prohibiting fighting. {Adopted 10-24-07}

At School: In the context of these regulations the phrase **at school** includes the following places and situations:

- ❖ In a classroom
- ❖ Elsewhere in the school
- ❖ On school property
- ❖ Immediately adjacent to school property
- ❖ On a school bus or other school vehicle
- ❖ At school bus stops
- ❖ While students are walking to or from school
- ❖ At any school-sponsored activity or event, whether or not held on school premises.

Disciplinary Sanctions: Disciplinary sanctions for bullying /**cyber bullying** may include:

- ❖ Loss of the opportunity to participate in extracurricular activities.
- ❖ Loss of the opportunity to participate in school social activities.
- ❖ Loss of the opportunity to participate in graduation exercises.
- ❖ Loss of school bus transportation.
- ❖ Transfer to another school.
- ❖ Assignment of additional homework or community service.
- ❖ In house suspension.
- ❖ Short term school suspension {10 or fewer days of suspension} or long term school suspension {suspension for more than 10 days}.
- ❖ Admonitions, warnings, and counseling.

P2-21.2 Reporting Bullying / Cyber Bullying:

The Principal of each school in the Woonsocket School District shall establish, and prominently publicize to students, staff, volunteers, and parents, how a report of bullying/**cyber bullying** may be filed and how this report will be acted upon. The victim of bullying /**cyber bullying**, anyone who witnessed the bullying /**cyber bullying**, and anyone who has credible information that an act of bullying /**cyber bullying** has taken place may file a report of bullying /**cyber bullying**.

P2-21.3 Investigation of Bullying /Cyber Bullying

The Administration will investigate all allegations of bullying/**cyber bullying** with assistance, if necessary from the Resource Officer. Any student who at any time feels that her or she is the victim of, or is witness to acts of bullying (including cyber-bullying) can, and in fact has a responsibility to, report such behavior. Issues of bullying should be forwarded to the student's teacher, guidance counselor, administrator or any other adult personnel who will document the report and then forward the report to the appropriate authorities. Forms for reporting incidents of bullying are available in all school Main and Guidance Offices.

Amended 10/24/07 2nd Passage

ANTI BULLYING PLEDGE – STUDENTS

We the students of _____ agree to join together to stamp out bullying at our school.

We believe that everybody should enjoy our school equally, and feel safe, secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion, or nationality.

Bullying can be pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at, and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as “kids being kids, just teasing” or any other rationalization the victim is never responsible for being a target of bullying.

By signing this pledge, we the students agree to:

1. Value student differences and treat others with respect.
2. Not become involved in bullying incidents or be a bully.
3. Be aware of the school’s policies and support system with regard to bullying.
4. Report honestly and immediately all incidents of bullying to a faculty member.
5. Be alert in places around the school where there is less adult supervision such as bathrooms, corridors, and stairwells.
6. Support students who have been or are subjected to bullying.
7. Talk to teachers and parents about concerns and issues regarding bullying.
8. Work with other students and faculty, to help the school deal with bullying effectively.
9. Encourage teachers to discuss bullying issues in the classroom.
10. Provide a good role model for younger students and support them if bullying occurs.
11. Participate fully and contribute to assemblies dealing with bullying.

I acknowledge that whether I am being a bully or see someone being bullied, if I don’t report or stop the bullying, I am just as guilty.

PLEASE CHECK SIGN OFF SHEET PROVIDED ON LAST PAGE AND RETURN TO HOME SCHOOL

ANTI- BULLYING PLEDGE - PARENTS

We the Parents of _____ agree to join together to stamp out bullying at our school.

We believe that everybody should enjoy our school equally, and feel safe, secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion or nationality.

Bullying can be pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at, and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as “kids being kids, just teasing,” or any other rationalization. The victim is never responsible for being a target of bullying.

By signing this pledge, we the parents agree to:

1. Keep themselves and their children informed and aware of school bullying policies.
2. Work in partnership with the school to encourage positive behavior, valuing differences and promoting sensitivity to others.
3. Discuss regularly with their children their feelings about schoolwork, friendships and relationships.
4. Inform faculty of changes in their children’s behavior or circumstances at home that may change a child’s behavior at school
5. Alert faculty if any bullying has occurred.

PLEASE CHECK SIGN OFF SHEET PROVIDED ON LAST PAGE AND RETURN TO HOME SCHOOL

WHAT IS TITLE I?

The purpose of the Title I program is to help improve education for economically disadvantaged students who are at risk of school failure.

Many changes have taken place since Title I was first established in 1965 under the Elementary and Secondary Education Act (ESEA). Title I at one time operated independently from regular instruction, but now serves as an integral support to the local school system in an effort to help all students meet high standards by improving teaching and learning. Title I provides federal funds to help the poorest schools and the students who are farthest behind by upgrading curriculum and instruction.

The key objectives of the Title I program are:

- Ensure a focus on high standards for all children, including those at risk of failing to meet them.
- Provide children with a supplemental, enriched and accelerated educational program.
- Promote school-wide reform, effective instructional strategies, and challenging content.
- Significantly upgrade the quality of curriculum and instruction.
- Coordinate services with other education, health and social service programs.
- Afford parents meaningful opportunities to participate in the education of their children at home and at school.
- Distribute resources to where the needs are greatest.
- Improve accountability.
- Provide greater decision making authority and flexibility to states, districts and schools in exchange for greater responsibility for student performance.

Title I procedures require districts to rank order schools based on the percentage of children from low-income families. Schools with at least 75% poor students must be served first. There are two types of Title I schools – school-wide and targeted assisted. Schools that have 50% or higher poverty levels can adopt school-wide programs to upgrade curriculum and instruction throughout the entire school for the benefit of all children. Schools are held accountable for the achievement of those students most at risk of school failure.

Title I recognizes that achieving high standards for all students requires a shared commitment for everyone concerned. Schools and families must work in partnership toward a mutual goal of improved student performance. This can be achieved through parent-school compacts, parent involvement policies and support for training and capacity building.

Title I services may include supplemental instruction in reading, writing, and/or mathematics by a TIME teacher (Teaching In Multiple Environments) or a Reading Specialist. Most TIME teachers have specialized training in either literacy or mathematics. TIME teachers work a flexible schedule so that they can run before and/or after school programs for students who need supplemental instruction. TIME teachers spend 20% of their schedule working with parents on issues related to their children's education.

Schools receiving Title I funds for 2011-2012 as school-wide programs are: Kevin K. Coleman, Fifth Avenue, Citizens' Memorial, Governor Pothier, Harris Elementary, Globe Park and Bernon Heights. Leo A. Savoie School is a "targeted assisted" Title I school receiving Title I funds for students who meet federal criteria.

Response To Intervention

The Woonsocket Education Department follows a set of protocols for Response To Intervention (RTI) for students who encounter difficulties in achieving the Grade Level Expectations. The role of RTI is to:

- + Facilitate dialogue among/between administration, support personnel, and classroom teachers.
- + Identify a measurable definition of an individual student's learning.
- + Review baseline data of student progress.
- + Establish written plans of intervention to enable students to achieve Grade Level Expectations.

RTI happens in three tiers of increasing support and intervention depending on student progress and need. Interventions must be implemented "with fidelity" for an agreed-upon amount of time. While a parent signature is not required for RTI, parent engagement in the process is highly recommended.

REGARDING STUDENTS WITH DISABILITIES

The primary source of special education law is the federal Individuals with Disabilities Education Act, 20 U.S.C. § 1400, et. seq., referred to as “**IDEA**.” The basic requirement of IDEA is that states and school districts must have in effect policies and procedures that ensure children with a disability receive a **free and appropriate public education, “FAPE.”**

IDEA defines a “child with a disability” as a child:

1. with intellectual deficit, hearing impairments, speech or language impairments, visual impairments, serious emotional disturbance, orthopedic impairments, autism, traumatic brain injury, other health impairments, or specific learning disabilities; **and**
2. who by reason thereof, needs **special education** and related services.

IDEA defines “FAPE” as:

Special education and related services that:

1. are provided at public expense, under public supervision and direction, and without charge;
2. meet the standards of the State education agency (RIDE);
3. include an appropriate preschool, elementary school or secondary school education in the state involved (RI); and
4. are provided in conformity with the individualized education program required (IEP).

IDEA, § 602 (9).

IDEA defines special education as:

Specially designed instruction, at no cost to the parents, to meet the unique needs of a child with a disability, including:

1. instruction conducted in the classroom, in the home, in hospitals and institutions, and in other settings; and
2. instruction in physical education.

IDEA, § 602 (29).

Consistent with Federal and State guidelines, the Woonsocket Education Department accepts referrals for all students suspected of having a disability that could require special education intervention. We have teams of qualified professionals who in conjunction with parents determine the eligibility of students for special education. The Woonsocket Education Department offers a full continuum of special education services for eligible students with disabilities. We welcome your referrals and enthusiastically invite parental involvement in the identification process. **See Page 33 for Parent Consent Form to Hill Medicaid.**

In addition, pursuant to Section 504 of the Rehabilitation Act and the American with Disabilities Act of 1990, the Woonsocket Education Department is prepared to review requests for eligibility of students with physical or mental impairment that substantially limit a major life activity. **(504 Policy): Section 504 Rehabilitation Act can be found on our Website at:**

www.woonsocketschools.com

504 Policy:

The Woonsocket Education Department affirms that no person shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination, under any program or activity conducted by the Woonsocket Education Department.

The Woonsocket Middle School 504 Coordinator, Rhoda Dion, may be reached at 235-6110 in the Guidance Department.

The Woonsocket Education Department has designated the School Nurse-Teacher Chairperson, Diane Engels, as the District 504 Coordinator. She may be reached through the Special Education Department @ 767-4626, the WED website, at www.woonsocketschools.com, or email: rid27288@ride.ri.net.

For further information, and your procedural safeguards, please contact the building principal of the school your child attends, or call the Special Education Office at 767-4626.

Special Education Policy on Restraint

Any restraint tactics used shall only be used in accordance with the most recent Physical Restraint Regulations issued by the Rhode Island Department of Elementary and Secondary Education.

(Effective September 1, 2002)

MEGAN'S LAW

The Woonsocket Education Department as required under the Rhode Island Sexual Offender Law (Title 11, Chapter 37.1) of a system for registration of sexual offenders and for notification to the public that a sexual offender lives or may soon live in the community.

Each year school principals must provide the police department with a directory of the names and addresses of all parent(s) / guardian(s) who have children in school. The police department will use this information to provide you with sexual offender notification. The notification will include the name, photograph, and address of the sexual offender.

Unless you choose otherwise, as parents / guardian of a child attending public school, your name and address will be sent to the police department and you will receive sexual offender notification from the police department. You have the right to have your name and address excluded from the directory now or at any time your child attends school by simply writing to the school with your request.

To assist the police department in a timely fashion, please indicate on the form provided in the handbook. This information will be recorded in our data files and forwarded to the police department.

Megan's Law Information

Dear Principal,

_____ *I do not wish to have my name and address included in the directory. I will, therefore, not receive sexual offender notification from the police department.*

PLEASE CHECK SIGN OFF SHEET PROVIDED ON LAST PAGE AND RETURN TO HOME SCHOOL

Education Programs

English as a Second Language Program (ESL)

The ESL program is designed to meet the needs of English Language Learners whose first language is a language other than English, using specific strategies and approaches. Students who speak a language other than English in the home as reported on the Home Language Survey, and who are identified through the Access Proficiency Test (W-APT) as not yet fully proficient in English speaking, listening, reading, and/or writing are eligible for ESL.

English as a Second Language Kindergarten (Multicultural Class Model): Multicultural ESL classes consist of ESL and non-ESL students. Classes are designed to meet the needs of all students. Students identified as English Language Learners receive support for language and content development through the use of specific strategies and approaches designed to meet their needs. Classes consist of twenty-five students and are taught by certified Kindergarten (Early Childhood Education) teachers with an ESL endorsement and may have a teacher assistant.

Elementary ESL Classrooms (Multicultural Class Model): Multicultural ESL classes consist of ESL and non-ESL students. Classes are designed to meet the needs of all students. Students identified as English Language Learners receive support for language and content development through the use of specific strategies and approaches designed to meet their needs. Classes consist of twenty-five students and are taught by certified Elementary teachers who are endorsed in the field of ESL. Looping may be a component of the multicultural Elementary ESL classroom. Multicultural classrooms can also consist of multi-age students.

Traditional Kindergarten: This model has a class size of twenty- five students and is taught by an Early Childhood certified teacher and may have a teacher assistant.

Grade One – Grade Five: Consists of heterogeneous students that remain with the same teacher for one year.

Grade Looping: A teacher follows his/her class to the next grade, i.e. grade one teacher stays with the class for grade two. Looping is a component of multi-age classroom, also.

Multi-Age Model: Class of heterogeneous students grouped together by age rather than grade level. Looping is a component of multi-age classrooms also, Multi-age grouping also considers academic and affective needs to determine placement.

Split Grade / Combination Classroom: Consists of heterogeneous students from two different grades, the same room with a single teacher, and may have a teacher assistant. Students in split grades should be independent learners. Older students act as mentors to their younger peers and build self-esteem. Younger students learn from their older peers. Split grades are ideal for looping.

City of Woonsocket

EDUCATION DEPARTMENT

108 High Street

Woonsocket, Rhode Island 02895-4348

Telephone (401) 767-4608

Fax (401) 767-4607

Email ride4610@ride.ri.net



RELAY RHODE ISLAND

1-800-745-5555 (TTY)

1-800-745-6575 (Voice)

AT&T SPANISH RELAY

(Servicio de Relevo de AT&T)

1-800-855-2884 (TTY)

1-800-855-2885 (Voice)

Web site:<http://woonsocketschools.com>

Robert J. Gerardi, Jr., Ph.D.

Superintendent

INTEROFFICE MEMORANDUM

TO: PARENTS/GUARDIANS
FROM: Dr. Robert J. Gerardi, Jr., Superintendent
SUBJECT: TEACHER QUALIFICATION LETTER
DATE: September 2011

Dear Parent/Guardian:

The Woonsocket Education Department is very proud of the many gains our schools have made. Without a doubt, the teachers in the Woonsocket Education Department are extremely competent individuals who care deeply for their students, always willing to “go the extra mile” for their students – your children.

As parents/guardians of a student in the Woonsocket Education Department, you have the right to know the professional qualifications of the classroom teachers who instruct your child(ren). Under the No Child Left Behind Act, you may ask for certain information about your child’s classroom teachers.

Specifically:

- ◆ If the teacher has been licensed by the Rhode Island Department of Education and if he or she is qualified to teach the grades and subjects he or she teaches.
- ◆ About the teacher’s college major, any advanced degrees, and the subject of those degrees.

Let me assure you that all of the teachers in the Woonsocket Education Department are licensed by the Rhode Island Department of Education.

A request for specific information may be made to your child’s building Principal. You may also ask the Principal for the qualifications of any Teacher’s Assistant or Paraprofessional that provides services to your child.

If you would like to know any of the referenced information above, please contact your child’s school Principal.

Please feel free to contact my office at (401) 767-4608 for any further clarification.

**WOONSOCKET EDUCATION DEPARTMENT
ELEMENTARY HOME/SCHOOL COMPACT 2011/2012 (ENGLISH)**

PLEASE CHECK SIGN OFF SHEET PROVIDED ON LAST PAGE AND RETURN TO HOME SCHOOL

TEACHER

I understand the importance of the school experience to every student and my role as a teacher and model. Therefore, to the best of my ability...

I PROMISE TO:

- Have high expectations for myself, students and other staff.
- Show respect for each child and his or her family.
- Help each child grow to his or her fullest potential by setting goals and developing and implementing individualized plans.
- Be a positive role model for students.
- Provide an academic program that is rigorous and challenging.
- Enforce school and classroom rules fairly and consistently.
- Provide meaningful and appropriate homework activities and explain corrections as needed.
- Provide extra assistance to student or parents when needed by offering workshops or activities that promote learning.
- Provide meetings with parents as requested.
- Work with families to support students' learning.
- Communicate with parents/guardians by e-mail, newsletters, notebooks, and regular reports.
- Support PTO/PTA meetings.
- Encourage students to resolve conflicts in a positive way and inform parents of incidents.
- Encourage students to treat each other with respect.

- **I NEED:**
- Students who are ready and willing to learn.
- Respect and support from students, families, other staff and administration.
- Respect and support from the community.

STUDENT

I know school is important to me. School helps me learn about many different things and I want to know everything I can learn. I want to be able to read so I can share books with my friends and family. School is a time for learning, sharing, friends and being kind to others. Therefore, as best I can...

I PROMISE TO:

- Come to school every day.
- Come to school on time prepared to work.
- Come to school with my homework completed.
- Watch less TV.
- Spend time at home every day studying or reading.
- Return corrected work to my parents/care giver.
- Obey the class rules.
- Work hard to do my best in school.
- Be responsible for my own behavior.
- Work cooperatively with my classmates.
- Ask for help when needed.
- Show respect for people and property.
- Believe that I can and will learn.
- Resolve conflicts in a positive way.

- **I NEED:**
- Teachers and school staff who care about me and offer encouragement.
- People who believe I can learn.
- Schools that are safe.
- A family and community that respect and support me.
- Someone to spend time sharing books with me.

PARENT/GUARDIAN

I realize that my child's school years are very important and I understand that my participation in my child's education will help his or her achievement and attitude. Therefore, to the best of my ability...

I PROMISE TO:

- Have high expectations for my child as an individual.
- Encourage positive attitudes about school.
- Ensure that my child attends school regularly and on time.
- Talk with my child about his/her school activities and homework every day.
- Establish specific time and a quiet place for homework.
- Encourage my child to read at home and to monitor and limit his/her TV viewing.
- Provide nutritious food and a consistent bedtime so my child is ready to learn.
- Help my child learn to resolve conflicts in a positive way.
- Attend open houses and parent conferences.
- Support PTO/PTA meetings.
- View the SIT (School Improvement Team) plan by interacting and engaging with the school improvement practices via SIT, PTO/PTA meetings, Parent Café, and other school initiatives.
- Communicate regularly with my child's teachers.
- Check backpacks on a daily basis.
- Be aware of my child's schedule.
- Show an interest in books with any child.

- **I NEED:**
- Teachers and support staff who respect my role as a parent/caring adult.
- Clear and frequent communication with school.
- A community that respects and supports families.
- Teachers and support staff who will look after the safety and well being of my child.

WOONSOCKET EDUCATION DEPARTMENT
ELEMENTARY HOME/SCHOOL COMPACT 2011/2012 (SPANISH)

Por favor marcar y firmar la hoja provista en la ultima pagina y regresarla a la escuela

MAESTRO

Yo entiendo la importancia de la experiencia escolar para cada estudiante y de mi papel como un maestro y modelo. Por tanto, a lo mejor de mi habilidad...

YO PROMETO

- Tener altas expectativas para mí, los estudiantes y otros empleados.
 - Mostrar respeto para cada niño y su familia.
 - Ayudar a cada niño a crecer a su potencial total fijando metas y desarrollando e implementando planes individualizados.
 - Ser un modelo positivo para los estudiantes
 - Proveer un programa académico que sea riguroso y retador
 - Cumplir las reglas del salón de clases y de la escuela justa y consistentemente.
 - Proveer actividades para el hogar que sean sensatas y apropiadas y explicar las correcciones necesarias.
 - Proveer ayuda extra a los estudiantes y padres cuando la necesiten ofreciendo talleres o actividades que promuevan el aprendizaje.
 - Tener reuniones con los padres como son requeridas.
 - Trabajar con las familias para apoyar el aprendizaje de los estudiantes.
 - Comunicarse con los padres/guardianes por e-mail, cartas informativas, libretas e informes de notas regulares.
 - Apoyar las reuniones de PTO/PTA
 - Estimular a resolver conflictos en una forma positiva e informar a los padres de incidentes.
 - Estimular a los estudiantes a tratarse unos a otros con respeto.
- **YO NECESITO:**
Estudiantes que estén listos y dispuestos a aprender
- Respeto y apoyo de estudiantes, familias, otros empleados y la administración.
 - Respeto y apoyo de la comunidad.

ESTUDIANTE

Yo sé que la escuela es importante para mí. La escuela me ayuda a aprender sobre muchas diferentes cosas y yo quiero saber todo lo que pueda aprender. Yo quiero poder leer para así poder compartir libros con mis amigos y familia. La escuela es un tiempo para aprender, compartir con los amigos, y ser amables con otros. Por tanto, a lo mejor que yo pueda...

YO PROMETO:

- Venir a la escuela todos los días.
 - Venir a la escuela a tiempo, listo para aprender.
 - Venir a la escuela con mi asignación terminada.
 - Ver menos televisión.
 - Usar tiempo en el hogar todos los días estudiando o leyendo.
 - Regresar el trabajo corregido a mis padres/guardianes.
 - Obedecer las reglas de la clase
 - Trabajar fuerte para hacer lo mejor en la escuela.
 - Ser responsable por mi propio comportamiento.
 - Trabajar cooperativamente con mis compañeros de clases.
 - Pedir ayuda cuando la necesite.
 - Mostrar respeto por la gente y la propiedad.
 - Creer que yo puedo y voy a aprender.
 - Resolver conflictos en una forma positiva.
- **YO NECESITO:**
• Maestros y personal de la escuela quienes se preocupen por mí y me ofrezcan estímulo
- Gente que crea que yo puedo aprender.
 - Escuelas que sean seguras.
 - Una familia y una comunidad que me respete y me ayude.
 - Alguien que emplee tiempo compartiendo libros conmigo.

PADRE/GUARDIAN

Yo realizo que los años escolares de mi hijo son muy importantes y yo entiendo que mi participación en la educación de mi hijo/a ayudará a sus logros y actitud. Por lo tanto, a lo mejor de mi capacidad...

YO PROMETO:

- Tener altas expectativas para mi hijo como individuo.
- Estimular actitudes positivas hacia la escuela.
- Asegurarme de que mi hijo asista a la escuela regularmente y a tiempo.
- Hablar con mi hijo/a de sus actividades escolares y de sus tareas para el hogar cada día.
- Establecer tiempo específico y un lugar tranquilo para las tareas.
- Estimular a mi hijo a leer en el hogar y a monitorear y limitar cuanto él/ella ve televisión.
- Proveer comida nutritiva y un tiempo consistente de acostarse para que así mi hijo esté listo para aprender.
- Ayudar a mi hijo a aprender a resolver conflictos de manera positiva.
- Asistir a las presentaciones y a las conferencias de padres.
- Apoyar reuniones PTO/PTA.
- Ver el plan de SIT (Equipo de Mejoras Escolar) envolviéndome y participando con las practicas de mejoras de la escuela vía as reuniones de PTO/PTA, Café para Padres, y otras iniciativas de la escuela.
- Comunicarme regularmente con los maestros de mi hijo.
- Revisar los bultos escolares diariamente.
- Estar consiente del programa de mi hijo.
- Mostrar interés por los libros con cualquier niño.

YO NECESITO:

- Maestros y personal escolar quienes respeten mi papel como padre/adulto que se preocupa.
- Comunicación clara y frecuente con la escuela.
- Una comunidad que respete y apoye a las familias
- Maestros y personal de apoyo quienes velen por la seguridad y el bienestar de mi hijo.

PARENT INVOLVEMENT POLICY – 2011-2012 (ENGLISH)

PLEASE CHECK SIGN OFF SHEET PROVIDED ON LAST PAGE AND RETURN TO HOME SCHOOL

P8-3.4 Parent's and Family's Role in the Woonsocket Education Department and Its Schools:

- a. **Philosophy:** The Woonsocket Education Department believes that parents *and families* are the first and most influential teachers of their children. For this reason, they must be actively involved in all aspects of the learning process. Most importantly, parents *and families* must serve with the schools as role models encouraging a positive attitude about learning. In their role as advocates for their children, parents *and families* know best what their child's needs are. The responsibility to meet the child's educational needs must be shared equally between parents *and families*, teachers, administrators, and the community to ensure that all children are educated to their fullest potential.
- b. **Roles:** The Woonsocket Education Department fully supports parent/family-initiated interactions with all staff *within the guidelines of safety and security policies of the Woonsocket Education Department* to encourage as much parent/family input as possible in the education process. It is the firm belief of the Woonsocket Education Department that the more actively involved parents *and families* are in the education process, the greater the academic success of each child.
- 1) Parents and families are encouraged and, *whenever possible*, expected to:
 - a) *Assist in getting their child to school on time and ready to learn.*
 - b) Help with the child's academic responsibilities at home.
 - c) Extend the educational experience beyond the school to the home.
 - d) *Collaborate with teachers on student goals.*
 - e) Get to know their child's school, its aims and its attitudes towards family values and beliefs.
 - f) Be involved in the classroom with teachers, administrators, and peers.
 - g) *Visit the school and district websites as a means of becoming better informed about the schools and their activities.*
 - h) *Inform the school and bus driver/monitor of any medical condition so adequate preparation may be made in case of emergency.*
 - i) *Inform the school of any changes in telephone numbers, address, and/or changes in emergency contact information.*
 - j) Be present at school-sponsored meetings and functions whenever possible.
 - k) Volunteer where needed.
 - l) *Attend Parent/Teacher conferences and meetings as scheduled*
 - m) *Serve as representatives to school and district teams and committees' including, but not limited to, District Strategic Planning Committee, curriculum committees, Title I committees, School Improvement Teams, advisory councils.*
 - n) Be aware of the curriculum and community resources available.
 - o) Get together with other parents *and families* around common issues.
 - p) Participate in the political process of public education.
 - q) Have a say in shaping the direction of education, e.g. school improvement teams, future planning, policy issues, and advisory councils.
 - 2) *Educators* in the Woonsocket Education Department *pledge*:
 - a) *Learn about parents' and families' goals for their child as well as family circumstances and culture, seeking and acknowledging parents' and families' perspectives and suggestions with regard to their child's learning.*
 - b) Welcome parents *and families* into policy-making decisions
 - c) Give parents a voice in policy decisions.
 - d) *Communicate regularly with parents and families using a variety of tools including, but not limited to, monthly newsletters, email, listservs, phone contacts, home visits, websites.*
 - e) *Allocate regular faculty meeting time to discuss parent and family involvement, involvement practices that have been successful in the school, and information from other sources on new ideas.*
 - f) *Encourage, empower, and collaborate with parents and families as active partners in the classroom setting.*
 - g) Be aware of community resources available.
 - h) *Actively participate in school-sponsored meetings and functions, as well as parent/teacher activities (e.g. PTO, PTA, advisory councils, School Improvement Teams).*
 - i) *Actively seek parent/family and community representation on school and district teams and committees including, but not limited to, District Strategic Planning Committee, Curriculum Committees, Title I Committees, School Improvement Teams, Advisory Councils.*
 - j) Support parents *and families* having a say in shaping the direction of education, e.g. school improvement teams, future planning and policy issues.

*Developed with acknowledgement of the work of Dr. Kathleen Hoover-Dempsey, Associate Professor of Psychology, Peabody College, and Chair of the Department of Psychology and Human Development; Associate Professor of Education.

Departamento de Educación de Woonsocket (Spanish)
Política de Envolvimiento de los Padres

P8 – 3.4 El papel de los Padres y Familias en el Departamento de Educación de Woonsocket y sus escuelas:

- a. **Filosofía:** El Departamento de Educación de Woonsocket cree que los padres y familias son los primeros y más influyentes maestros de sus niños. Por esa razón ellos deben estar activamente envueltos en todos los aspectos del proceso de aprendizaje. Más importantemente padres y familias deben servir con la escuela como modelos estimulando una actitud positiva sobre el aprendizaje.

En su papel como defensores de sus hijos los padres y familias conocen mejor cuales son las necesidades de sus niños. La responsabilidad de suplir las necesidades educacionales del niño debe ser compartida igualmente entre padres, y familias, maestros, administradores, y la comunidad para asegurar que todos los niños sean educados a su potencial máximo.

- b. **Papeles:** El Departamento de Educación de Woonsocket apoya interacciones iniciadas por padres/familias con todo el personal dentro de las directrices de las políticas de seguridad y protección del Departamento de Educación de Woonsocket para estimular tanto como sea posible la aportación de padre/familia en el proceso de educación. Es la firme creencia del Departamento de educación de Woonsocket de que en lo más activamente envueltos que los padres y familias estén en el proceso de educación, lo mayor el éxito académico de cada niño.

1) Los padres y familias son estimulados y siempre que sea posible se espera que:

- a) Ayuden a que su niño llegue a tiempo a la escuela y listo para aprender.
- b) Ayudar con las responsabilidades académicas del niño en el hogar.
- c) Extender la experiencia educacional más allá de la escuela hasta el hogar.
- d) Colaborar con los maestros en las metas para los estudiantes.
- e) Lograr conocer la escuela de su niño, sus metas y actitudes hacia los valores y creencias de la familia.
- f) Estar envueltos en el salón de clase con los maestros, administradores y compañeros.
- g) Visitar la red de la escuela y el distrito para estar mejor informados sobre las escuelas y sus actividades.
- h) Informar a la escuela y al chofer/monitor de la guagua de cualquier condición médica para que así la preparación adecuada pueda ser hecha en caso de emergencia.
- i) Informar a la escuela de cualquier cambio en numero de teléfono, dirección y/o cambios en la información del contacto de emergencia.
- j) Estar presente en reuniones o funciones patrocinadas por la escuela.
- k) Ser voluntario donde sea necesario.
- l) Asistir a las conferencias de padres/maestros según programadas.
- m) Servir como representantes en equipos y comités de la escuela y del distrito, incluyendo pero no limitado a, Comité de Planeamiento Estratégico del Distrito, comités de currículo Comité de Título I, Equipo de Mejoras Escolares concilios asesores.
- n) Estar concientes del currículo y recursos disponibles en la comunidad.
- o) Reunirse con otros padres y familias acerca de asuntos comunes.
- p) Participar en el proceso político de la educación pública.
- q) Tener su opinión en dar forma a la dirección de la educación, Ej. equipo de mejoras escolares, planeamiento futuro, asuntos de política, concilios asesores.

2) Los Educadores en el Departamento de Educación de Woonsocket prometen:

- a) Aprender acerca de las metas de los padres y familias para su niño así como de las circunstancias y cultura de la familia, buscando y reconociendo las perspectivas de los padres y familias con relación al aprendizaje de su niño.
- b) Dar la bienvenida a los padres y familias en el proceso de hacer la política.
- c) Darle a los padres una voz en las decisiones de la política.
- d) Comunicar regularmente con los padres y familias usando una variedad de herramientas, incluyendo, pero no limitado a, carta informativa mensual, correo electrónico, servilistas, llamadas de teléfono, visitas al hogar, Internet.
- e) Asignar tiempo en las reuniones regulares de la facultad para discutir el involucrimiento de los padres y familias, prácticas de involucrimiento que han sido exitosas en la escuela, e información de otras fuentes sobre ideas nuevas.
- f) Estimular, autorizar, y colaborar con los padres y familias como compañeros activasen la preparación del salón de clase.
- g) Estar concientes de los recursos disponibles en la comunidad.
- h) Participar activamente en las reuniones y funciones patrocinadas por la escuela, así como en las actividades de padres/maestros(Ej. PTO, PTA, concilios asesores Equipos de Mejoras Escolares).
- i) Buscar activamente la representación de los padres y familias y la comunidad en los equipos y comités de la escuela y el distrito, incluyendo, pero no limitado a, Comité de Planeamiento Estratégico del Distrito, comités de currículo, Comité de Título I, Comité de Mejoras Escolares, concilios asesores.
- j) Respalda a padres y familias a tener su opinión en darle forma a la dirección de la educación, Ej. Comités de mejora escolar, planeamiento futuro y asuntos de política.

*Desarrollado con el reconocimiento del trabajo de la Dra. Kathleen Hoover-Dempsey, Profesora Asociada de Psicología, Colegio Peabody, y Jefa del Departamento de Psicología y Desarrollo Humano; Profesora Asociada de Educación.

PAC

Parent Advisory Council

Woonsocket, RI
pac_cochair@yahoo.com

Our Mission...

The purpose of this council is to have open communication with each school using one central committee made up of one or two parent delegate(s) from each school in the Woonsocket district. Additionally, the council's purpose is to communicate ideas that will affect all schools and families and to present suggestions to the administration so that actions can be taken.

Nuestra misión...

El propósito de este concejo es tener una comunicación abierta con todas las escuelas usando un comité central compuesto de uno o dos padres delegados de cada escuela en el distrito de Woonsocket. Además, el propósito del concejo es comunicar las ideas que afectarán a todas las escuelas y familias y presentar sugerencias a la administración para poder tomar acción

Check out our District Calendar at: http://calendar.yahoo.com/pac_cochair

*"A community coming together for the future of our children."
"Una comunidad que trabaja unida por el futuro de nuestros niños."*

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City of Woonsocket

EDUCATION DEPARTMENT

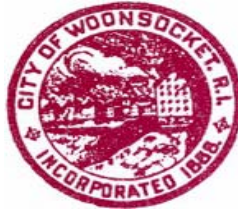
108 High Street

Woonsocket, Rhode Island 02895-4348

Telephone (401) 767-4608

Fax (401) 767-4607

Email ride4610@ride.ri.net



RELAY RHODE ISLAND

1-800-745-5555 (TTY)

1-800-745-6575 (Voice)

AT&T SPANISH RELAY

(Servicio de Relevo de AT&T)

1-800-855-2884 (TTY)

1-800-855-2885 (Voice)

Web site:<http://woonsocketschools.com>

SPECIAL EDUCATION

PARENT CONSENT FORM TO BILL MEDICAID

The Woonsocket Education Department provides necessary health services to students at no cost to parents. The Woonsocket Education Department participates in the State's School-based Health Services Medicaid billing program. Through this program, the district is able to receive Federal Medicaid funds to pay for some of the costs of providing necessary health services (speech, occupational, physical therapies, counseling, nursing) to students who are eligible for Medicaid benefits.

In order to make the payments to the Woonsocket Education Department for health services provided to a student, Medicaid must have information from the student's education records, including the student's name, identification number, date of birth, the type and amount of health services that the school department is provided. The student's parent or guardian must give permission for the Woonsocket Education Department to release this information to Medicaid.

The Woonsocket Education Department requests your permission to release information contained in your child's education records to Medicaid so that Medicaid can pay the district for health services provided to your child.

_____ *I give my permission for the Woonsocket Education Department to release information from my child's education records to Medicaid as necessary for Medicaid to make payments to the district for health services the district provides to my child during the school year. My permission is effective beginning on the date of my child's eligibility for Medicaid benefits. I may cancel my permission at any time by notifying the Special Education Director in writing. I understand that if I cancel my permission, the school department will continue to provide necessary health services to my child at no cost to me.*

_____ ***I do not** give my permission for the Woonsocket Education Department to release information about my child to Medicaid. I understand the school department will continue to provide necessary health services to my child at no cost to me.*

PLEASE CHECK SIGN OFF SHEET PROVIDED ON LAST PAGE AND RETURN TO HOME SCHOOL

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Robert J. Gerardi, Jr., Ph.D.

Superintendent

INTEROFFICE MEMORANDUM

TO: Woonsocket Education Department Parents/Guardians and Staff
FROM: Robert J. Gerardi, Jr., Ph.D, Superintendent
SUBJECT: Asbestos AHERA Information Report
DATE: September 2011

This is the annual updated, compliance letter required by the Asbestos Hazard Emergency Response Act (AHERA). This act requires all school districts, public and private, grades K through 12, to inspect each of their school buildings for asbestos-containing materials. Management plans have been developed outlining how asbestos-containing materials will be handled in each of the school buildings.

The Woonsocket Education Department is committed to remaining a safe and healthy environment for all children, employees and guests in our schools. We will continue, as we have in the past, to monitor, inspect, maintain and repair any asbestos containing materials. Copies of our management plan and inspection reports are available upon request for review at each school office, as well as the Office of Facilities and Security, located at the Administrative Office, 108 High Street, Woonsocket, RI 02895.

We intend to have our Asbestos Operations and Maintenance Program updated every six (6) months and shall notify occupants, in advance, if abatement will be performed within your school building.

We have contracted John Carbone of Vortex, Inc. Environmental Management, Consulting, and Training Services as our professional asbestos consultant.

If you would like more information regarding the AHERA Program, please contact Peter J. Fontaine, Director of Facilities at 767-4628.

City of Woonsocket

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Robert J. Gerardi, Jr., Ph.D.

Superintendent

INTEROFFICE MEMORANDUM

TO: Woonsocket Education Department Parents/Guardians and Staff
FROM: Robert J. Gerardi, Jr., Ph.D., Superintendent
SUBJECT: **INTERGRATED PEST MANAGEMENT**
DATE: September 2011

The Woonsocket Education Department recognizes the importance of Integrated Pest Management by taking an environmentally sensitive approach for preventative, as well as responsive practices.

Therefore, the actions of the Woonsocket Education Department is to recognize and treat a potential pest problem with the least amount of chemicals and eliminating the source as part of our in-house program as well as treatments by our licensed pest contractor. Except in extreme emergency situations, all applications will be performed after school hours.

In compliance to the State of Rhode Island General Laws 23-25-37, the purpose of this communication is to inform parents, staff and others of our continuing efforts towards the health and safety of all in regards to pest control management along with the schedule for applications in the food service areas of our school buildings. To that end, the Woonsocket Education Department has contracted with a professional pest management inspection service. For the 2011-2012 school year, the food service and consumer science areas in all school buildings will be inspected on the first Thursday of each month.

A copy of the school's pest management procedures and material safety sheets for products used may be found in each school office and at the Office of Facilities and Security at the Administration Building located at 108 High Street, Woonsocket, RI. Parents or guardians of any child(ren) in any school as well as school staff may register for prior notice of pesticide application at their respective school.

If you have any questions, please contact Peter J. Fontaine, Director of Facilities at 767-4628.

Quarters (HS & MS):					August 1 days					September 21 days					
1	Aug 31	Nov 4	44		M	T	W	Th	F	M	T	W	Th	F	
2	Nov 7	Jan 20	44		29	30	31						1	2	
3	Jan 23	Mar 30	45							5	6	7	8	9	
4	Apr 2	Jun 13	47							12	13	14	15	16	
Total Student Days: 180									1	19	20	21	22	23	
										26	27	28	29	30	
Trimesters (Elementa					29 Professional Development					30 Teacher Orientation					
1	Aug 31	Nov 30	59		31 Students' First Day					Cumulative Days 22					
2	Dec 1	Mar 9	60							5	Labor Day				
3	Mar 12	June 1	61												
Total Student Days: 180															
October 19 days					November 18 days					December 17 days					
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	
							1	2	3	4				1	2
3	4	5	6	7	7	8	9	10	11		5	6	7	8	9
10	11	12	13	14	14	15	16	17	18		12	13	14	15	16
17	18	19	20	21	21	22	23	24	25		19	20	21	22	23
24	25	26	27	28	28	29	30				26	27	28	29	30
31															
Cumulative Days 41					Cumulative Days 59					Cumulative Days 76					
10 Columbus Day					8 City Election (No School)				26-30 Holiday Recess						
11 City Primary (No School)					11 Veterans' Day Celebrated				6 Parent/Teacher Conf. - Elem						
13 Parent/Teacher Conf. - WMS					24-25 Thanksgiving Holiday										
20 Parent/Teacher Conf. - WHS															
January 20 days					February 16 days					March 22 days					
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	
2	3	4	5	6			1	2	3				1	2	
9	10	11	12	13	6	7	8	9	10	5	6	7	8	9	
16	17	18	19	20	13	14	15	16	17	12	13	14	15	16	
23	24	25	26	27	20	21	22	23	24	19	20	21	22	23	
30	31				27	28	29			26	27	28	29	30	
Cumulative Days 96					Cumulative Days 112					Cumulative Days 134					
2 New Year's Day Celebrated					20 Presidents' Day				8 Parent/Teacher Conf. - WMS						
16 Martin Luther King Day					20-24 Winter Recess				15 Parent/Teacher Conf. - WHS						
										20 Parent/Teacher Conf. - Elem.					
April 15 days					May 22 days					June 9 days					
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	
2	3	4	5	6			1	2	3	4				1	
9	10	11	12	13	7	8	9	10	11	4	5	6	7	8	
16	17	18	19	20	14	15	16	17	18	11	12	13	14	15	
23	24	25	26	27	21	22	23	24	25	18	19	20	21	22	
30					28	29	30	31		25	26	27	28	29	
Cumulative Days 149					Cumulative Days 171					Cumulative Days 180					
6 Good Friday					28 Memorial Day				8 WHS Graduation						
16-20 Spring Recess										13 180th Day of School					
										14-20 Make up Days					



Robert J. Gerardi, Jr., Ph.D.,
Superintendent

SIGNATURE PAGE

PLEASE RETURN THIS SIGN-OFF PAGE TO THE CHILD'S HOME SCHOOL.

Date: _____ School: _____ Grade: _____

Print Student Name: _____

Student Signature: _____

Print Father/Guardian Name: _____

Father/Guardian Signature: _____

Print Mother/Guardian Name: _____

Mother/Guardian Signature: _____

Address: _____

Emergency Phone number: _____

I have read and agree to: Check after reading:

- Parent Consent to Bill Medicaid- **Page 33**
- Harassment / Bullying / Cyberbullying Policy and I have read the Anti Bulling Pledge – Students – **Page 18, 19, 20, 21**
- Harassment / Bullying / Cyberbullying Policy and I have read the Anti bullying Pledge – Parents – **Page 18, 19, 20, 21**
- Home School Compact Consent – **Page 27, 28**
- Internet Use Agreement and Parental Consent – **Page 10, 11, 12**
- Megan's Law Consent – **Page 24**
- Media Release Consent – **Page 13**
- Parental Involvement Policy – **Page 29, 30**
- School Readiness Policy (Dress Code) – **Page 7, 8**
 - I give my permission for the Woonsocket Education Department to release information from my child's education records to Medicaid as necessary for Medicaid to make payments to the district for health services the district provides to my child during the school year. My permission is effective beginning on the date of my child's eligibility for Medicaid benefits. I may cancel my permission at any time by notifying the Special Education Director in writing. I understand that if I cancel my permission, the school department will continue to provide necessary health services to my child at no cost to me.
 - I do not*** give my permission for the Woonsocket Education Department to release information about my child to Medicaid. ***I understand the school department will continue to provide necessary health services to my child at no cost to me.***
- STUDENT HANDBOOK SIGN OFF PAGE (Return to Home School) Page 37**
 - I **do** wish to have my name and address included in the directory.
 - I **do not** wish to have my name and address included in the directory. I will therefore, ***not receive sexual offender notification from the police department.***