

NARRAGANSETT HIGH SCHOOL



Student and Parent Handbook 2017 - 2018

School Hours:
7:30-1:52

www.nhs.nssk12.org

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SCHOOL COMMITTEE

Tammy McNeiece, Chairperson
Diane Nobles, Vice Chairperson
Rebecca Durkin
Justin Skenyon
Frank White

CENTRAL OFFICE ADMINISTRATION

Superintendent of Schools	Peter J. Cummings
Director of Finance	Karen Hagan
Director of Student Services	Leslie Brow

CENTRAL OFFICE TELEPHONE NUMBERS

Superintendent's Office	792-9450
Special Education Services	792-9426
Director of Operations, Steve Gormley	792-9416
Transportation Supervisor, Derek Depalo	792-9440
Director of Food Services, Joshua Brochu	792-9425
Title IX Coordinator, Karen Hagan	792-9450

HIGH SCHOOL TELEPHONE NUMBERS

Main Office	792-9400 (press 0)
Attendance	792-9400 (press 1)
Guidance Office	792-9400 (press 2)
Athletic Office	792-9400 (press 3)
Media Center	792-9400 (press 5)

Main Office FAX Number	792-9410
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Statement of Non-Discrimination and Affirmative Action

The Narragansett School System does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to all sponsored programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Title II ADA Coordinator: *Human Resource and Payroll Coordinator*
Title IX Coordinator: *Director of Finance and Administration*
Section 504 Coordinator: *Director of Student Services*

25 Fifth Ave.
Narragansett, R.I., 02882
(401) 792-9450

District Website: www.narragansett.k12.ri.us

Note: All Inquiries may also be directed to the Office of the Superintendent:

For further information on notice of non-discrimination, visit:

1. <http://www2.ed.gov/about/offices/list/ocr/docs/nondisc.html>
2. OCR New England Region - (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont)
Susan Rhodes, Regional Manager

Office for Civil Rights
U.S. Department of Health and Human Services
Government Center
J.F. Kennedy Federal Building - Room 1875
Boston, MA 02203
Customer Response Center: (800) 368-1019
Fax: (202) 619-3818
TDD: (800) 537-7697
Email: ocrmail@hhs.gov

If special accommodations or an alternative format of this book is needed, please call the high school's main office at 792-9400.

Welcome.....

On behalf of the faculty and staff it is with great pleasure that I welcome you to Narragansett High School. Whether you are returning for another year or joining our high school community for the first time, we hope you achieve the goals set forth by you and your parents. Narragansett High School offers an array of excellent academic and co-curricular activities, and we encourage all students to get involved with the exciting and rewarding things happening on our campus.

It is our hope that Narragansett High School continues its fine reputation not only for our academics, but for our athletic programs and many other quality student clubs and activities as well. Student participation is the foundation on which good schools are built, and with your help Narragansett High School will maintain its place as one of Rhode Island's premier high schools. This is all possible because of the involvement and contributions of our students, parents, faculty and community.

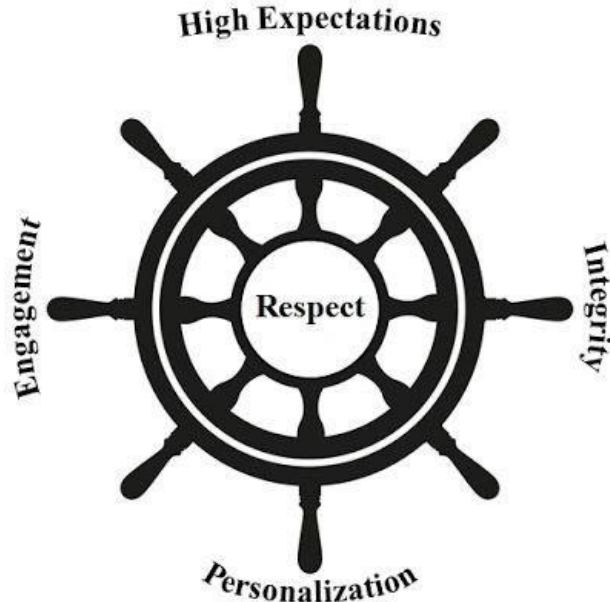
Good luck to each of you as another school year begins -- may you face your challenges and accomplishments with the integrity and veracity worthy of a Narragansett Mariner. Enjoy your time at Narragansett High School!

Sincerely,

Daniel F. Warner
Principal

Narragansett High School

Mariner Core Values



Mariner Beliefs About Learning:

We believe a Narragansett Mariner learns best when:

- Responsibilities are shared among the student, school, and home, and all are accountable for meeting them.
- Rigorous curriculum offers a variety of opportunities and gives all students a chance to achieve their highest potential.
- Instruction is varied, personalized, and interactive.
- Assessment is used to fairly and consistently monitor and improve student learning.
- The school community is safe, accepting, respectful, and supportive.
- Partnerships thrive with the community at large.

21st Century Learning Expectations

Academic Learning Expectations

Narragansett High School students shall:

- 1.1 Communicate effectively using oral, written, and digital formats.
- 1.2 Apply content knowledge and skills to real world situations.
- 1.3 Read critically and interpret a wide range of materials with varying degrees of complexity.
- 1.4 Demonstrate the use of reasoning and problem solving skills and strategies through analysis and synthesis of data and information.

Social and Civic Learning Expectations

Narragansett High School Students shall:

- 2.1 Demonstrate the behaviors and skills for independence and collaboration.
- 2.2 Participate as a citizen in the local, national, and global community.
- 2.3 Demonstrate an understanding of and respect for diversity.
- 2.4 Create individual goals for lifelong learning.

Faculty Approval 11/2/15
School Committee Approval 12/16/15

FACULTY AND STAFF

Administration

Daniel F. Warner	Principal
Toby W. Gibbons	Assistant Principal

Guidance Personnel

Elizabeth Afonso	Guidance Counselor
Kristen Manchester	Guidance Counselor
Steve Pinch	Guidance Counselor/Department Chairperson

Professional Staff

Ruth Anderson	School Psychologist
Rebecca Angell	School Social Worker & District-Wide Attendance Officer
Mary Boyle	Speech/Language Pathologist
Susan Doboszynski	Evaluation Team Chairperson
Derek Emery	Assistant Computer & Technology Coordinator
Linda Jordan	Occupational Therapist
Sarah Laidler	Student Assistance Counselor
Giulio Lugini	District-Wide Computer & Technology Coordinator
Matthew Mahar	Director of Athletics
John O'Brien	Graduation Coordinator
Officer Kyle Rooney	School Resource Officer/Narragansett Police Department
Kush Skukla	School Psychologist Intern

Faculty

Hope Anderson	Resource
Priscilla Archambault	Family & Consumer Science
Meredith Ashworth	Science
Jennifer Biafore	World Language
Gregory Breene	Agriculture
Krystal Cagnon	Special Education
David Cannon	Social Studies
Sean Capizzo	Physical Education/Health
Stephen Costello	English
Kathy Couchon	Science
Amanda Davia	English
Lynn DiTusa	English
Chris Dolos	Science
Lauren Gabrilowitz	Art/Unified Arts Department Chairperson
Eric Gartner	Mathematics/Department Co-Chairperson
Kristen Gervasio	Mathematics
Gina Giramma	Social Studies
Joanne Gongoleski	Librarian/Media Specialist
Michael Goudreau	Social Studies
Ryan Field	Theater Director
Kristin Hayes-Leite	Social Studies/Department Chairperson
Daniel Healey	Music and Band Director
Dean Healey	Mathematics
Christopher Herz	Math/Computer
Erin Hohl	Resource

Brian Hughes	Resource
Daniela Johnson	World Language
Mathew Joubert	Social Studies
Sarah Kane	Music and Choral Director
Mary Ellen Keiser	Resource
Sarah Krous	Science/Department Chairperson
Betty LaPointe	Mathematics
Jennalee Lopes	Physical Education/Health
Andrea Manchette	Mathematics
Marianne Manzi	School Nurse Teacher
Judith Maynard	English/Department Chairperson
Donna McCadden	Mathematics/Department Co-Chairperson
Gabriela McNamara	World Language/Department Chairperson
Carol Morgan	Resource/Reading Specialist
Thomas O'Connell	Resource
Elizabeth Palmer	Physical Education/Health
Kathleen Peabody	Art
Adam Reis	Science
J. Marcus Schroeter	Social Studies
Robert Shields	English
Molly Sylvia	English
Allison Thompson	A.L.P. Program Director/Resource
Eric Zabel	Science

Clerical Staff

Barbara Baskins	Administration Secretary
Velena Foster	Intructional Assistant
Pamela Gannek	Instructional Assistant
Jill Gunning	Instructional Assistant
Abby Hummel	Instructional Assistant
Vera Koehler	Administration Secretary
Amy Lamb	Instructional Assistant
Fran Phelan	Administration Secretary
Joan Pratley	Guidance Secretary
Kristin Shea	Instructional Assistant/A.L.P.
Darlene Tyburski	Intructional Assistant

Maintenance/Custodial Staff

Derek Depalo	Transporation Director
Beth-Anne Corriera	Night Custodian
Bruce Goodness	Day Maintenance
Steve Gormley	District Director
Jason Duffin	Night Custodian
Edward Morinho	Night/District Maintenance
Craig Sherman	Night Custodian
Matt Therien	Day/District Electrician/Mechanic
Andrea Williams	Day/Custodian

GENERAL POLICIES AND PROCEDURES

ACCREDITATION STATEMENT

Narragansett High School is accredited by the New England Association of Schools and Colleges, Inc., a non-governmental, nationally recognized organization whose affiliated institutions include elementary schools through collegiate institutions offering post-graduate instruction.

Accreditation of an institution by the New England Association indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer group review process. An accredited school or college is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the New England Association of Schools and Colleges is not partial but applies to the institution as a whole. As such, it is not a guarantee of the quality of every course or program offered or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the status of an institution's accreditation by the New England Association should be directed to the administrative staff of the school or college. Individuals may also contact the Association:

COMMISSION ON PUBLIC SECONDARY SCHOOL
NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES
209 BURLINGTON ROAD
BEDFORD, MASSACHUSETTS 01730-1433
TEL: (781) 271-0022 FAX: (781) 271-0950

ADVISORY PERIOD

Each student will meet with their advisory on Mondays and Fridays and during other school days throughout the year. Advisories will be comprised of 1 adult and a group of students from the same graduation year. In the event of a holiday on a Monday, Tuesday will have an Advisory Period.

AMERICANS WITH DISABILITIES ACT - SECTION 504

The Narragansett School System does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to all sponsored programs and activities.

The Narragansett School System has taken action to comply with Section 504 of the Rehabilitation Act of 1973, a national law that protects *qualified* individuals from discrimination based on their disabilities. Under this law, *individuals with disabilities* are defined as persons with a physical or mental impairment which substantially limits one or more major life activities. Such individuals shall not, solely by reason of handicap be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any school program or activity receiving federal financial assistance. In some cases, plans may be written to guide actions by school staff to ensure that the individual has access to school programs and activities. The Narragansett School System has written a handbook for Section 504 procedures. The designated Section 504 Coordinator is responsible for updating these procedures on an annual basis.

Inquiries of any discrimination relating to this Act should be made to the designated Section 504 Coordinator, c/o Director of Student Services, Narragansett School System, 25 Fifth Avenue, Narragansett, RI 02882 (telephone 792-9450).

For more details regarding protocol and procedures surrounding AMERICANS WITH DISABILITIES ACT - SECTION 504 policy, please check our District website at www.narragansett.k12.ri.us

ANNOUNCEMENTS IN THE DAILY BULLETIN

All announcements to be placed in the daily bulletin must be written out, signed by a faculty member, include the date it is to be read, and submitted to the main office by 12:30 PM the day before the announcement is to appear.

BICYCLES, MOPEDS and MOTORCYCLES

Students who ride bicycles, mopeds or motorcycles to school are asked to park them in the bike rack in front of the school or in a parking lot behind school. Leaving them locked in this area tends to reduce the possibility of theft or vandalism. Students are requested to observe the following rules:

- Do not speed, and watch for pedestrians.
- Do not permit unlicensed drivers to operate your moped or motorcycle.
- Follow established traffic patterns; do not ride across lawns, playing fields or the track.

Abuse of these rules will result in the loss of the privilege of bringing your bicycle, moped or motorcycle to school. All students are reminded that the security of bicycles, mopeds and motorcycles is an individual responsibility. The school and the Narragansett School Committee will not assume responsibility for the safekeeping of student bicycles, mopeds or motorcycles.

CAFETERIA

The cafeteria is open prior to school for those students wishing to eat, study, or get together socially. Additionally, students are to remain inside the cafeteria for the assigned lunch period. One indication of school pride is the appearance of the student cafeteria. You display pride in your school and concern for the rights of others by clearing your own tray and all other disposable items. Let us strive to maintain a clean, orderly cafeteria.

CELL PHONES AND ELECTRONIC EQUIPMENT

Student's' personal electronic devices, such as iPod, iPad, or cell phones are not permitted to be used anywhere in the school without the permission of an adult in their presence. Cell phones may be confiscated if students use them in school without permission. Confiscated cell phones are subject to review by school administration and may be returned to the student at the end of the school day (first and minor offense) or must be picked up by a parent/guardian (major and/or subsequent offenses). The school will not be responsible for any loss or damage pertaining to cell phone or other electronic devices brought into school. **Any student who refuses to hand a cell phone over to a faculty member will be sent to the Principal or Assistant Principal for disciplinary action.**

DANCE REGULATIONS

The following resolution was adopted by the Student Council to establish school policy and regulations to govern all dances at Narragansett High School:

REGULATIONS:

- No student will be admitted to the dance 30 minutes after the designated starting time of the dance.
- Students may leave the dance no earlier than 30 minutes before the scheduled end of the dance; if a person who has been admitted to the dance decides to leave, that person may NOT return.
- Any student who leaves the dance without permission before the final 30-minute period may be suspended.

EXCEPTIONS:

- A student who has personally contacted the administrator in charge of the dance, and has been given permission to arrive later or leave earlier.
- Graduates of Narragansett High School attending the Homecoming Dance.

Students are not permitted to loiter before, during, or after a dance.

All school regulations will be strictly enforced, particularly those prohibiting smoking, drinking, and drugs on school grounds and at alternate locations. The regular disciplinary system will be in effect.

Guests from other schools must be sponsored by a student from Narragansett High School. A Narragansett student may sponsor one (1) guest provided the student signed up at the office, on the forms provided, prior to the dance, or provided that the guest is also a high school student no more than one year removed from high school. Sponsors must assume the responsibility for their guest's actions and transportation to and from the dance. Guests are expected to obey all Narragansett High School regulations.

Students who violate dance regulations are subject to suspension from subsequent school dances/functions.

FIELD TRIPS

Class visits to educationally worthwhile attractions outside the school are encouraged as a valuable extension of the curriculum. Students participating in such visits are asked to bring a signed note or school permission slip from home authorizing permission prior to the trip as well as having a signed permission slip from each teacher whose class they will be missing. Students are required to use transportation provided by the school to and from the field trip area. Any exception to this rule must be approved by the school administration. Students are responsible for all assignments missed while participating in field trips.

All field trip locations will be handicap accessible. Narragansett High School will make appropriate modifications to provide students with disabilities an effective opportunity to participate and benefit from the field trip activities. Students will be notified of how to identify and request auxiliary aids, services, and transportation needs.

Parents and students should also be aware that, on days when there are field trips, any students not attending the field trip are still required to attend school. Occasionally students will claim that there will be no classes held because the rest of the students are attending the field trip. In actuality, classes are held and work is provided for students who do not attend the field trip.

FIRE DRILLS

Students are to assume that all fire alarms indicate an actual fire and must respond immediately. Students are to file out of the building quickly and quietly, following any instructions written or oral or posted which might be given. At the beginning of the school year teachers will review the evacuation procedure with students. Students should assist the teacher by helping to close all windows and doors.

FOOD & NUTRITION POLICY

WELLNESS POLICY

Food and Nutrition

Policy Statement

The Narragansett School District promotes healthy schools by supporting wellness, good nutrition, and regular physical activity as part of the total learning environment. The District supports a healthy environment where children learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, schools contribute to the basic health status of students. Improved health contributes to optimal student performance potential. The Health and Wellness Committee will include representation from all schools

in the Narragansett School District, including staff, parents and community members. The goal of this policy is to:

1. Provide a comprehensive learning environment for developing and practicing lifelong wellness behaviors.
2. Support and promote proper dietary habits contributing to students' health status and academic performance.
3. Support and promote efforts that communicate correct food safety practices.
4. Support opportunities for students to engage in physical activity.
5. Include programs to support the positive emotional and mental health of our students and staff.
6. Establish and maintain a district-wide Wellness Committee as required in RI General Law 16-21-28.

Nutrition

Nutrition Standards Intent/Rationale

The Narragansett School District strongly encourages the sale or distribution of nutrient dense foods for all school functions and activities. Nutrient dense foods are those foods that provide students with calories rich in the nutrient content needed to be healthy. In an effort to support the consumption of nutrient dense foods in the school setting, the district has adopted the following nutrition standards governing the sale of food, beverages, and candy on school grounds. Schools are encouraged to study these standards and develop building policy using the following District Nutrition Standards as minimal guidelines.

Food Sold and Provided Outside the USDA Reimbursable School Meal Program

Food:

- Encourage the consumption of nutrient dense foods, i.e. whole grains, fresh fruits and vegetables.
- Any given food item for sale will have no more than 30% of its total calories derived from fat.
- Any given food item for sale will have no more than 10% of its total calories derived from saturated fat.

Beverages:

- Students will be provided with access to drinking water throughout the day. Drinking water fountains are available to students and staff throughout the buildings. Students are allowed to bring water into the classrooms.
- Only Milk, Water and beverages containing 100% fruit juices, may be sold on school grounds. This applies to any area where students have access. Soda will not be sold on school grounds.
- District schools will sell only low fat white and flavored milk (1%) or fat free milk.

Fundraising/Concessions

All fundraising projects are encouraged to follow the District Nutrition Standards in their projects. The Narragansett School District will promote healthy fundraising alternatives such as book sales, school supply sales or fundraisers that promote physical activity. Home prepared products such as cakes, cookies, brownies, etc will not be allowed to be sold in order to support a healthy school environment, to avoid the potential of foodborne illness, and to reduce allergic reactions.

Any groups, organizations or individuals who wish to sell food outside of the school day (PTO events, sports events) shall be notified of the Narragansett School District's Wellness Policy and encouraged to comply with the standards, but will not be mandated to follow the policy. In an effort to provide the healthy environment desired, these groups are encouraged to purchase items through the School Food Services Provider and to utilize the services and expertise of a certified food manager for events.

- No candy will be sold for fundraising

- Non-food based fundraisers are encouraged
- Fundraisers that promote physical activity are encourage

Celebrations and Curriculum based Activities

In an effort to maximize instructional time, take into consideration students with food allergies and other medical conditions, and to ensure proper handling of food, the policy of the Narragansett School District in this area includes:

- No candy should be sent into school. Should candy be sent into the school, it will be returned to the student to take home.
- Food that coordinates with a curriculum activity (such as multi-cultural, Colonial Food Tasting, etc) will be purchased from a vendor which complies with food safety regulations (acceptable food includes pre-packaged products or restaurant items).
- The Narragansett School District prohibits the use of food as rewards and incentives in the classroom and in the school environment. For events such as birthday recognition, parents are encouraged to send in small items such as pencils, stickers, etc. (if they wish). If a parent chooses to bring in a healthy snack for the birthday celebration, it should be purchased from a vendor which complies with food safety regulations.
- Food may be used when found to be essential by a student’s educational program team. In such cases every effort should be made to make the incentive as nutritionally sound as possible and take medical conditions into consideration.
- If there is a question about a food related activity, the building administrators may be contacted and will make decisions regarding that activity. Any questions concerning Food and Nutrition and Food Safety, may be directed to the Food Service Director.

Please see District Policy V A 6 B “Wellness” for more details regarding the following topics on our website at www.narragansett.k12.ri.us:

- The USDA Reimbursable School Meal Program
- Cafeteria Environment
- Food Safety
- Food Allergies
- Nutrition Education
- Physical Activity

COST OF MEALS:

Grab & Go Breakfast cost \$1.25, milk is included. Lunch costs is set at \$3.00 for student meals, milk is included. Bottled water, juices, and milk are also available at varied prices. All prices are set by Aramark and subject to change. We also offer reduced prices for students and families who display need. Please see the Guidance Office for additional information on eligibility.

INSURANCE

The school has arrangements with an insurance company through which parents can secure accident insurance for their children at a nominal cost. It is an advantage for each student to have this insurance. Students participating in interscholastic sports are required to carry some form of insurance.

LATE BUS

A northbound and southbound late bus is provided for students who stay after school for extra help, activities, and/or detention. The stops for late bus service are posted on the transportation website as they are different than your student’s regular bus stop. As this is a courtesy service any safety or behavior violation may result in the suspension or loss of late bus privileges.

LOCKERS

All students are provided with one locker and lock for clothing, books, school supplies, etc. Please insure that your locker is securely locked at all times and that you keep all belongings in the locker. These lockers are and remain the property of the Town of Narragansett and are in the care, custody and control of the Narragansett School Committee. All students must use the locks **assigned by the school**. No illegal, controlled substances such as alcohol or non-prescribed drugs, and no prohibited articles such as weapons of any kind may be stored in school lockers. The school administration has the right and responsibility to search lockers when there are reasonable grounds to believe that prohibited articles may be contained therein and to confiscate such articles. Every effort will be made to have the student present except in circumstances where either (a) the student is unavailable; or (b) having the student present might jeopardize the safety or welfare of those present in the school building; then the student will be notified by the following day. Additionally, there are other lockers for athletic and/or physical education equipment in the gymnasium locker rooms. Locks can be requested for the gymnasium lockers. The school department will not assume responsibility for the loss or theft of any personal belongings kept in a student's locker.

LOST AND FOUND

The main office is the area designated for lost and found articles. Anyone who finds a lost or misplaced article should take it to this area as soon as possible. Students looking for lost possessions should check in the main office. If lost and found articles are not claimed within a reasonable amount of time, they will be discarded or donated to charity.

MEETINGS

Meetings will be scheduled as follows. If there is a variation from this schedule, appropriate notification will be provided.

Athletic Boosters' Club: TBA

Guidance Advisory Committee: 1st Monday of every month at 7:00 PM

NHS PTO: 3rd Thursday of every month at 7:00 PM (No meetings in Dec., Feb., or April)

School Committee: 3rd Wednesday of every month at 7:00 PM

School Improvement Team (S.I.T.): Meets monthly

Special Education Advisory Committee: 1st Tuesday every other month at Pier School -7:30PM

MULTI-MEDIA CENTER

The Multi-Media Center is formally open from 7:25 AM - 2:30 PM, Monday through Friday; however, the days and times are flexible. Facilities include a main reading/study room containing magazines, newspapers and reference and circulating book collections, a periodical room containing current and back issues of nearly 50 titles, the audio-visual room, and the common planning time room.

Twenty-five IBM compatible computers, one black and white printer and one color printer are available for use by the students and faculty for research. The Follett Circulation System, the Gale Group, Facts-on-File and Proquest databases are available as well as Ask RI, Office XP, Internet Explorer, and Inspiration. Digital cameras, flatbed and snap scan scanners, digital video cameras, a poster maker, and LCD projectors and a document reader has been added for special projects.

Narragansett High School has become a member of RILink, an on-line search and borrowing system for R.I. schools similar to the Ocean State Library system available through the state's public libraries. As a member of RILink, books requested through the system will be delivered to the school two times a week. Students may borrow from the member schools as well as from the Ocean State Library System and Helin, the college consortium.

Library personnel will photocopy for students: reference materials free; \$.25/sheet for color copies. A telephone in the office is available for students to make class-related telephone calls.

ACCESSIBILITY - An open library program assures that the library is available during, before, and after school for school-related work. The library closes during the school day when two or more classes have requested to use the facility at the same time and for special programs.

BORROWING PRIVILEGES

Books may be borrowed for two-week periods. A two-week renewal period is available.

Magazines do not circulate. They may be held on reserve or used in the library. Library personnel will photocopy articles from magazines free of charge.

Computers are available for school-related work to all students who have turned in to the library personnel an Acceptable Use Policy form signed by the student and a parent or guardian.

Students are expected to exercise personal responsibility as they use the library. Consideration of all students and faculty is required.

- Students must come to the media center with a pass.
- Students will be expected to be on task for the entire period while in the library.
- If a class is scheduled to use the library, the spaces for other students will be limited.
- If two classes are scheduled for a period, the library will close. If a student has a special need to use the Center that period, he or she may make arrangements with the library personnel.
- A student who goes to the library must do the work and then may return to class with the pass signed by library personnel.

Basic Library Rules Apply as Always:

- Eating and drinking in the Media Center are not permitted.
- The Media Center is a place for productive work, not socializing.
- Students are expected to act appropriately, studying and researching, not chatting.
- Computers will be used for class work, word processing, project production, and basic research. Head phones will be used with the computers for class work only. No games, personal e-mail, shopping, etc.
- Improper use of computers will result in the loss of the privilege of using any computer in the school for two weeks.

NARRAGANSETT SCHOOL SYSTEM RESPONSIBLE USE POLICY

The purpose of this document is to establish a policy for the responsible use of the computer network and associated technology as a tool for learning in the school system of Narragansett, Rhode Island. In summary, the policy affirms that the employees and students may use the computer network to do any action or receive and/or communicate any language that the employee or student could not do in person. Any act or work prohibited by federal, state, and/or local law including the Narragansett School System (NSS) is forbidden by this policy. Additionally, the policy reflects that there is no expectation of privacy in the use of email or Internet communications when such communications occur over NSS provided equipment by NSS employees, student, or others.

Internet access and technology is widely available to students and teachers in the school system. Before access may be obtained, the document found in Appendix F must be read carefully and the consent form must be signed and returned to the school. The District is pleased to bring this access to the school system and believe the Internet offers vast, diverse, and unique resources to both students and teachers.

For specifics details surrounding the guidelines for ***Responsible Use, Access to Inappropriate Material, Inappropriate Network Usage, Supervision and Monitoring***, please go to our website at www.narragansett.k12.ri.us/onetoone.htm

P.B.I.S.

We are a P.B.I.S. (Positive Behavioral Intervention Supports) school. This behavior process ensures that staff and students acknowledge the positive School-wide Behavior Expectations. Respectful, Engaged

and On-time, Prepared, and Safe (R.E.P.S.) are the recognized expectations for all domains of school. Schoolwide Behavior Expectations are posted throughout the school and are to be followed at all times.

PHYSICAL EDUCATION POLICY

Sanctions For Being Unprepared For P.E. Classes:

- Loss of credit for each class that is unprepared
- Third Time: Parent notification
- Chronic unpreparedness could lead to failure of class and/or administrative consequences

Medical:

A doctor's note is required if a student is medically excused. If the medical excuse occurs at the end of the quarter, the student will be given an incomplete and will be given two weeks to make up missed work. Student must make up all missed classes.

Parental Notes:

If a student wishes to be excused for a day, he/she must bring a note from home signed by a parent or guardian, and give that **note to the main office before school begins for the day**. All classes missed due to parental excuses are to be made up. A parent note can only be used for three consecutive classes.

Class Make-Up Procedure:

A student must complete a work packet for each missed class. This must be completed within two weeks.

After School Make-Up Policy:

Classes may be made up on Tuesday, Wednesday, or Thursday during the last two weeks of each quarter.

PHYSICAL RESTRAINT PROCEDURES AND POLICY

Procedures Regarding Prevention and Crisis Intervention/Physical Restraint for Safety Promotion Crisis Intervention: Physical Restraint- Restraint Procedures

It is the policy of the Narragansett School Department that physical restraint/crisis intervention is used only in the following circumstances:

Non-physical interventions were not or would not be effective or appropriate.

The student's behavior poses a threat of imminent, serious physical harm to self and/or others.

In circumstances where a behavioral intervention plan is already developed for the student, the plan has been fully implemented as specified.

The Narragansett School Department limits the uses of such force to the amount and duration necessary and reasonable to protect a student or another member of the school community from assault or imminent, serious physical harm.

Advanced Training for Authorized Staff: Training Requirements

In addition to the basic training provided all staff regarding these procedures, advanced training is required for staff considered by the Narragansett School Department to be qualified to administer physical restraint/crisis intervention procedures with students as well as serve as staff trainers.

Restraint Safety Procedures

The following safety procedures are in effect, consistent with Rhode Island Physical Restraint Regulations effective September 1, 2002:

Restraint is administered in such a way so as to prevent or minimize physical harm. If, at any time during a physical restraint/crisis intervention, the student demonstrates significant physical distress, the student is released from the restraint immediately and school staffs are directed to take steps to seek medical assistance.

Program staff must review and consider any known medical or psychological limitations and/or behavioral intervention plans regarding the use of physical restraint/crisis intervention on an individual student.

PROPERTY AND EQUIPMENT

Books: Students must handle books carefully and return the assigned book in good condition. Books that are damaged, defaced or lost must be paid for by the student. Students must consult with their teacher to determine the cost of the book and make restitution as soon as possible. All money for textbooks must be paid in the main office.

Furnishings: Students are not to mark, deface or damage the school building or its furnishings. Damage resulting from a student's carelessness or maliciousness must be paid for by the student. Rooms, corridors and lavatories are to be kept clean. Paper and refuse must be disposed of in the proper containers. Equipment and material are not to be removed from the building for personal use.

PUBLIC RELATIONS

Narragansett High School is committed to informing parents and the general public about the many exciting activities happening in our school. Therefore, local newspapers will often be invited to our school to cover newsworthy events. When appropriate, pictures will be taken for publication. Parents/Guardians who do not want their child's picture taken for public relations purposes such as newspaper articles or district wide publications should notify the administration in writing.

PUBLIC TRANSPORTATION (RIPTA)

Bus schedules are available at the Narragansett Town Library.

SCHOOL CANCELLATION

The Narragansett School Department has chosen to adopt the **AUTOMATED MESSAGE SYSTEM** to enhance parental communication. This service will allow us to send a voice and/or email message to all of our student's parents on all of the contact numbers you provide us with within minutes of an emergency occurring at school. We will be using the **AUTOMATED MESSAGE SYSTEM** for emergency notifications, inclement weather cancellations or delays, and early dismissal due to inclement weather.

The following radio and TV stations will be used for all closing of school announcements in addition to the **AUTOMATED MESSAGE SYSTEM**:

WSNE 93.3 FM	Channel 6	Channel 12
WHJJ 920	Channel 10	

SPECIAL EDUCATION SERVICES

Special education services are provided for those students with disabilities. If a child qualifies for Special Education, the services are provided according to the child's needs and the Individual Education Program (IEP) is developed cooperatively by parents, special and regular education staff, and consultants.

These services may include, but are not limited to resource, intensive resource and self-contained classes, adaptive physical education, occupational and/or physical therapy, speech and/or language resource, and counseling. If you suspect that your child may have a disability, and you wish to refer your child, please call 792-9426.

The Narragansett Special Education Advisory Committee (NSEAC) is a committee of parents and teachers concerned with the education of students with disabilities. The NSEAC sponsors a variety of workshops dealing with the educational needs of all students.

STUDENT DRIVERS TO SCHOOL

Students are permitted to bring automobiles on school grounds provided they follow the rules and regulations outlined in this policy. Bringing an automobile on campus is a privilege and this can be revoked if schools rules are not followed. Below is a list of some of the rules:

1. All vehicles must be registered in the main office with the Assistant Principal; students may register more than one vehicle.
2. No unlicensed drivers are to operate an automobile.
3. Students are not permitted to enter or use their vehicles during the school day unless they have been properly dismissed from school or have received written permission from the Principal or Assistant Principal.
4. All vehicles must be operated at a safe speed and are not to be driven in any manner which might endanger others.
5. Reckless or otherwise unlawful driving may result in loss of driving and parking privileges.
6. CARS ARE TO BE LOCKED. The school will not be responsible for any loss or damage pertaining to the vehicle.
7. Excessive tardiness to school and leaving school grounds may result in the loss of driving and parking privileges.

VISITORS

All visitors to the school must register at the main office upon their arrival on campus. Students who wish to have a visitor in the school must receive permission from the Assistant Principal and are to inform teachers of the visit. Visitors will not be allowed for purely social reasons or for child care. Only visitors who are considering moving to Narragansett and/or attending NHS will be allowed to visit, for the purpose of viewing the school. The visitor must pick up a pass at the office and is to join the host or hostess at that time. Students will not be called from class to talk with unexpected visitors except in emergency situations where relatives are involved. Students must make arrangements with the office at least one day in advance of the expected visit, and only one visitor for one day will be allowed.

WORKING PAPERS

The following steps must be taken before receiving working papers:

1. You must have a job **before** we can issue working papers.
2. If you are a resident of Narragansett and are working in Rhode Island, you may apply for your working papers at the High School through the Guidance Department during the school year.
3. When you have secured the job, ask your employer to give you an “Intent to Employ” slip. That slip must be filled out by the employer and then filled out and signed by your parent or guardian. If the firm does not have any “Intent to Employ” slips, you may get them at the High School guidance office. Return this slip to the Guidance Office in person so that you can sign the working papers.
4. Working papers are issued for people from 14 to 19 years of age.

Health & Medical Requirements and Procedures

School Health Requirements

Immunizations: Students are required to receive immunizations according to RI School Health Regulations. In addition to vaccines required for Kindergarten and 7th grade entry, beginning in August, 2015, students entering 12th grade will be required to receive a 2nd dose of Meningococcal conjugate which protects against Meningitis (given on or after the 16th birthday). Students not in compliance with required immunizations may be excluded from attending school until the requirements are met. More information about these requirements can be found at www.health.ri.gov/immunization/for/schools

Physical Exam: Effective 1 August 2015, a general health examination will be required within 6 months of entry to Grade 12, and must have been performed after the age of 16.

Vision Screening: Is required in Grade 9 and will be performed by the school nurse unless documentation has been received that shows the student has received a vision exam within the past 12 months.

Dental Screening: Documentation of a dental examination within the past 12 months is required of 9th grade students. Students that do not provide that documentation will be screened by the school dentist.

Health Services

Illness / Injury: A certified school nurse teacher is available during the school day to assess and treat injuries and illnesses as needed. When injured or ill, all students should report to the nurse's office with a pass from their teacher or to the main office if the nurse is not available. **Students are not allowed to call/text a parent directly and ask to be picked up from school because of illness.** Students must be assessed by the nurse and be excused only with permission from the nurse or Assistant Principal.

Medication Policy: When necessary, the school nurse may administer medications as prescribed by a physician during the school day. **Students are not allowed to self-carry and self-administer medication, including over-the-counter medications without prior authorization of the physician, parent and school nurse. Students carrying medications, which could be determined as a controlled substance, will face disciplinary actions as outlined under drug possession, p. 38.** Any medication required during the school day must have a Medication Authorization Form completed by the physician. This form is available on the school website and in the Nurse's Office and can be faxed to the school. All medication orders must be renewed each school year as needed. Students may receive Acetaminophen and throat lozenges from the nurse if permission is given by the parent on the Medical Emergency Form that is sent home at the beginning of each school year. Please contact the school nurse if you have any questions or concerns about our Medication Policy.

Automated External Defibrillator (AED)

Automated external defibrillators are now available and located within Narragansett High School. The intent is that they will be used by trained school and community members to promptly treat sudden cardiac arrest. Three AEDs are housed in easily accessible and well marked cabinets in the hallway outside the clinic, across from room 305, and in the gym/auditorium. Opening the cabinet will immediately sound an audible alarm and activate police, fire and rescue to the school. Tampering with the cabinets or AEDs for any other reason than intended is a serious offense. The Athletic Director has an additional three AEDs for sports and athletic events. Anyone interested in becoming certified in First Aid and CPR/AED, contact the American Red Cross, the American Heart Association, or the school nurse about classes.

ACADEMIC POLICIES AND PROCEDURES

ACADEMIC HONESTY

Honesty and integrity are important traits to be developed in students at Narragansett High School. Cheating or plagiarism in any form is a serious violation of trust between students and teachers and an impediment to true learning. A student who cheats or plagiarizes will lose full credit for the assignment involved.

CLASS PARTICIPATION POLICY

Student participation in class discussion and activities contributes directly to achievement in each class. Students who do not participate, or who are absent from class for any reason, lose the opportunity for classroom interaction and reduce the quality and continuity of their learning. Class participation can represent up to 10% of a student's grade in each class on a daily basis; for the quarterly grade, a student may not lose more than a total of ten (10) points due strictly to class participation. Students should seriously consider the impact of a decision to not participate or to be absent from class whether excused or unexcused, since their grades can be adversely affected in the area of class participation.

All courses at Narragansett High School are one-semester courses which earn a half (.5) credit. A student with five unexcused absences or ten total absences per semester will not receive credit in that course regardless of the grade achieved. A student with excessive absences, be it excused or unexcused, will be referred to the assistant principal to develop an attendance plan. With each absence the attendance secretary will update the attendance data base.

COLLEGE COURSES

A student may, upon approval of the Guidance Department and Principal, take courses carrying college credit during a semester or summer session and receive one credit for each three credit course. All college level course work will be noted on the student's permanent record.

CONCURRENT ENROLLMENT

Narragansett High School, with partnerships with Rhode Island public post-secondary institutions, offers concurrent enrollment courses taught by Narragansett School System staff and are eligible for both high school and college credit.

COURSE CHANGES

Careful thought should be given to each course selection. Discuss your choices with your counselor, teachers and parents. Do not register for classes with the idea that changes will be made if things do not work out. A decision to elect a course is much like a contract - a contract to be adhered to and not broken easily. All changes in a student's schedule will be made in accordance with the following guidelines and restrictions:

1. All course changes are subject to the availability of space in the requested course.
2. Students are permitted to request course changes during the first five days of school.
3. Students may not drop a course after the first warning period of the course. Extenuating circumstances require the approval of the Principal or Assistant Principal.
4. In the case of extenuating circumstances, students carrying more than the minimum number of subjects may drop a course after the first warning period only with the permission of the Principal. If a marking period has passed, the student's grade will be noted on the permanent record transcript for that marking period; a withdrawal (W) will be noted for the subsequent marking period and semester.
5. Credit cannot be given for the repetition of a course for which students have already been awarded credit.

DUAL ENROLLMENT

Dual enrollment is an alternative program for which senior students may apply. This program would enable him/her to enroll in a post-secondary school after the junior year, while obtaining credit towards graduation at Narragansett High School. In order for the application to be considered, a plan must be in place to complete all proficiency-based graduation requirements, including Senior Project and Graduation Portfolio. The student must meet the time limits specified for dual enrollment, and the student may graduate from Narragansett High School in June with his/her class if all graduation requirements have been met. Information may be obtained in the guidance department.

EARLY ADMISSION TO COLLEGE

Students admitted to college before completing the requirements for graduation may receive a diploma on presentation of the official college transcript indicating successful completion of the credits necessary to meet our requirements. A written parental request must be obtained for all students under the age of eighteen. Students must have a grade average of B with no D's or F's, SAT combined score of 1770, specific course requirements, and teacher recommendations. The protocol for application for early admission is available in Guidance.

EARLY EXAMINATION REQUESTS

Early examinations are permitted only in very serious instances. Students should not expect this privilege to allow for vacation purposes, college visitations or job opportunities. In the event it is absolutely impossible for a student to take an examination at the scheduled time, the parent must request an Early Exam Request Form from the Main Office. All requests must be approved by the Principal or Assistant Principal.

EARLY GRADUATION

It is possible for seniors to fulfill graduation requirements by January and leave school following completion of the first semester of the senior year. Students who complete the requirements for graduation in less than four years may receive a diploma at the next scheduled graduation ceremony. At the written request of a student and parent, the four-year requirement for graduation may be waived. A written parental request must be obtained for all students under the age of eighteen.

If granted early graduation, these students are still eligible for senior awards, including election to the National Honor Society. It must be understood, however, that as graduates, formal participation in all school activities terminates upon January graduation. Those students who wish to participate in other school activities must carry a full load of classes during the second semester.

EDUCATIONAL RECORDS

Under federal law (the Family Educational Rights and Privacy Act) and in accordance with "No Child Left Behind" (NCLB) with regard to military recruiters and institutions of higher education, this school district must obtain your written consent before we disclose personally identifiable information from your child's education records. This school district, however, may release some information, known as "directory information," without your prior written consent, unless you have asked us not to do so.

The primary purpose of releasing directory information is to allow this school district to include this type of information from your child's educational record in certain publications, such as playbills, yearbooks, honor rolls or recognition lists, graduation programs, and sports-activity sheets.

We have designated the following information as directory information:

- Student's name
- Participation in officially recognized activities/sports
- Address
- Telephone listing

- Weight and height of members of athletic teams
- E-mail address
- Photograph
- Degrees, honors, awards
- Date and place of birth
- Dates of attendance and grade level

If you do not want this school to release any or all of this information without your prior written consent, please use the form in the back of this handbook to notify us as to which information should not be released without your prior written consent.

ELIGIBILITY FOR ATHLETICS AND EXTRACURRICULAR ACTIVITIES

The goal of the eligibility requirements for athletics and extracurricular activities is to encourage students to be as serious about their academics as about their athletics and activities. Our intent is not to punish students, but to provide the support for them to improve their academic grades and attitude. The use of progress reports will offer students, coaches, advisors, and parents the opportunity to solve academic problems before there would be consequences. The weekly monitor system will allow those students who fail a course the opportunity to improve without losing an entire quarter or athletic season.

USE OF PROGRESS REPORTS FOR ATHLETES:

All participants in extracurricular activities or athletics will be monitored during the quarter or athletic season(s) by using mid-quarter progress reports. The Guidance Counselor and/or Athletic Director will screen all progress reports and inform coaches or advisors of students who receive unsatisfactory progress reports. There will be no suspension from games, practices, or activities based on progress reports. Coaches and advisors will be expected to monitor students who have received progress reports informing them of the possibility of losing eligibility if grades do not improve.

ACADEMIC ELIGIBILITY GUIDELINES:

Narragansett High School has established eligibility guidelines that exceed the standard established by the R.I. Interscholastic League. All eligibility decisions at Narragansett High School will be based on quarter grades. Students with one “F” in a quarter may continue to participate but will be monitored closely by the Athletic Director, Guidance Counselor, Coach, and Advisor.

Students with two failures in a quarter will be ineligible for all practices, contests, and activities for two weeks. After the initial two-week suspension, the student must have two additional weeks of satisfactory Athletic Department or Guidance Office Progress Reports in order to become re-eligible.

Students may rejoin practices and non-performance activities for the second two-week period. Any student in this category is, therefore, ineligible to compete or to participate in any athletic contest or performance activity for one month, but can return to practice or the non-performance activity after the initial two-week period. Once a student returns to the eligibility list, s/he must complete weekly progress reports for the rest of the quarter in all classes to maintain eligibility.

Students with three or more failures will be declared ineligible under both Narragansett High School and R.I. Interscholastic League rules until the end of the quarter.

PROGRESS Checks:

Parents can access their child’s current academic record by logging onto Power School anytime during the semester. All parents and students either have or will be issued a username and password. If you do not have a username or password, please call the school to obtain one. Teachers are required to update student

academic records every two weeks. Parents may also contact individual teachers through this process as well.

EXTENDED SCHOOL DAY/AFTER-SCHOOL PROGRAM

Extended school day for seniors meets in Room 610 and runs from 2:00-3:00 Monday-Thursday. It is an academic support program to help seniors meet (1) their Senior Project deadlines and (2) other graduation requirements.

Ninth grade students who are failing either math or English may be required to attend a mandatory after school program from 2:00-2:50 in these subject areas. This program also runs Monday-Thursday.

GRADING SYSTEM

The following system of grading is used at Narragansett High School:

A+	97 - 100	P = Pass
A	93 - 96	
A-	90 - 92	F = Fail
B+	87 - 89	
B	83 - 86	I = Incomplete
B-	80 - 82	
C+	77 - 79	W = Withdrawn
C	73 - 76	
C-	70 - 72	WF = Withdrawn/Failure
D	65 - 69	
F	64-below	A = Audit

Students are allotted credit for courses they pass on the basis of the semester average. Each marking period grade is worth 40% of the semester grade, and the semester examination is worth 20% of that grade. The first marking period grade, the second marking period grade and the first semester examination are averaged to obtain the first semester average. The third marking period grade, the fourth marking period grade and the second semester examination are averaged to obtain the second semester grade.

Grade Point Average (G.P.A.) is a cumulative average based upon grades in subjects which students take in grades 9 - 12. All courses are included except Independent Study, Physical Education/Health and courses included in Special Services.

This average is based on the semester grade in each subject according to the following weights:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
A+	6.00	5.00	4.00
A	5.60	4.60	3.60
A-	5.30	4.30	3.30
B+	5.00	4.00	3.00
B	4.60	3.60	2.60
B-	4.30	3.30	2.30
C+	4.00	3.00	2.00
C	3.60	2.60	1.60
C-	3.30	2.30	1.30
D	3.00	2.00	1.00
F	0	0	0

G.P.A. is computed at the end of the student's junior year and in January of the senior year. It is used primarily to determine class rank and eligibility for the Honor Roll for all grades.

GRADUATION REQUIREMENTS

Narragansett High School students need 25 Carnegie units (credits); 4 of which must be in math and 4.5 which must be in English, the senior project, 24 entries into their graduation portfolio, a summative reflection and 30 hours of community service.

Although, we have no formal retention program at Narragansett High School, waiting until students reach their senior year before we tell parents they are not on track to graduate is not in anyone's best interest. Ideally, sophomore students will have accumulated 10 credits and 10 portfolio entries to be considered a junior in good standing. This will not only give them a goal, but it will also help us in preparing an alternative course of study earlier for our students who are struggling to graduate from Narragansett High School.

In order to graduate from Narragansett High School a student must have attended Narragansett High School for at least a full semester immediately prior to graduation. The transcripts of students who transfer from another school will be reviewed to determine if any modifications in either course or credit requirements are warranted. Under extenuating circumstances, the credit requirement for physical education/health may be waived for medical reasons.

According to the state mandate, Narragansett High School's diploma system requires all students to:

- Accumulate 25 Carnegie Units (credits)
- Demonstrate proficiency on common assessments in all content areas including applied learning
- Demonstrate proficiency in the school's academic and social civic learning expectations through the completion of a Graduation Portfolio containing 24 entries
- Demonstrate proficiency in each required task of a "Senior Project"
- Complete a summative reflection
- Complete thirty (30) hours of community service

In order to become Valedictorian or Salutatorian, the student must have attended Narragansett High School for all of his/her junior and senior years.

HOMEWORK POLICY

Students' grades generally depend upon the amount and the degree of preparation devoted to each course. Some courses do not require as much preparation as others; regardless of the subject, all homework is expected to be completed as required by the teacher.

The amount of time required to prepare homework will vary from day to day, from subject to subject and from student to student. While some of this work can be completed during the school day, substantial portions will have to be done at home. Teachers will explain their individual policies concerning homework to their classes. In general, homework is due on the day for which it was assigned. Teachers may request students to stay after school to complete assignments. Students absent when the assignment is given are responsible for completing the assignments to the satisfaction of the teacher.

HONORING COURSE SELECTIONS

Course selection is one of the most important commitments that take place each year. Discuss your choices with your counselor, teachers and parents. Once you choose your program, we strive to tailor our resources to meet your needs. Teaching personnel, rooms, textbooks and materials are all planned with your selections in mind. It is important, then, that once enrollment has been determined, teachers and rooms have been assigned based upon course selections and the number of students taking these courses, out of fairness to all we must assume that your schedule for the upcoming year has been finalized. Students and parents, therefore, should plan to make adjustments in course selections prior to the end of the current school year. It is also important to note that courses will be offered pending sufficient enrollment and availability of staff. Students who have selected a course that may be canceled will be asked to make an alternate selection.

Based on the courses that the students and parents have requested, a master class schedule is developed which attempts to accommodate the requested course selections. In some cases students may have scheduling conflicts which will have to be resolved with the counselor through the selection of alternate courses. Because the number of classes to be offered, class size and teacher assignments are determined during this processing, late course changes may be impossible to arrange.

HONOR ROLL

1. The Honor Roll is determined each semester based upon a student's G.P.A. for that particular semester's work.
2. Students must complete a minimum of five full credit courses each semester to be eligible for the Honor Roll.
3. Any student, regardless of G.P.A., with a grade below "C" will not be eligible for distinguished or high honors.
4. **Distinguished Honors:** A student must achieve at least 90% in each course including PE/Health.
High Honors: A student must achieve a minimum average of 85% for all courses including PE/Health with no C's allowed.
Honors: A student must achieve a minimum average of 80% for all courses including PE/Health with one C allowed.

INDEPENDENT STUDY PROGRAM

The Independent Study Program (ISP) is an attempt to nurture independent thinking, creativity and self-direction. Independent study allows students to develop individual interests and talents or pursue an area of interest in greater depth. Independent study allows students to work independently under the direction of a teacher-consultant on a subject of interest that is not covered in the regular curriculum. Independent study may not be used to satisfy formal course requirements or graduation requirements.

Students should begin by investigating an area of interest and determining its feasibility as a subject for Independent Study. A faculty member should be sought as an advisor. Teachers involved in the program will serve as guides and resources for the student, but will not assume responsibility for the project. After conferring with the assigned guidance counselor and electing to undertake the program, the student is responsible for the selection of a topic for study, establishing goals and outcomes of the study, and selecting the appropriate methods and media. ISP forms may be obtained from the guidance counselor.

A student who elects the ISP must ask a teacher in the subject matter field to act as the sponsor and to review a completed ISP form. The teacher will then submit the form to the department chairperson, guidance counselor and principal, who will judge the project and approve or disapprove of it with recommendations that could make an unacceptable project suitable for resubmission. Once the project is accepted, the student establishes a working relationship and deadlines with the sponsor. Sponsors will be limited to no more than five students per semester.

To be considered for first semester approval, projects must be submitted by June 1st of the previous school year. To be considered for second semester approval, projects must be submitted by December 15th of the current school year. Students are encouraged and are free to work on their ISP as their daily schedule permits - before or after school, weekends, or possibly during a study period. For this reason, ISP's will not appear on a student's schedule.

An ISP must be selected in addition to the five and one-half credit student requirement. This study is not a substitute for a specific subject matter offering. The student is encouraged to use previous study or interest as a foundation for the ISP. Not more than one credit can be earned by a student during any academic year. The student may choose a semester project (1/2 credit) or a year-long project (1 credit). The student may undertake two consecutive semester projects. When a student successfully completes

the ISP, his/her transcript will signify that an ISP was undertaken, the area in which it was pursued, a grade of Passing (P), and the credit earned. After the student has completed the ISP, the sponsor will submit an evaluation form to the guidance counselor.

MAKE-UP ASSIGNMENTS

Any absences and missed work resulting from family vacations and/or college visitations may be excused and made up when prior notification is given to the student's teachers and the school administration. There is a form in the school's office which is to be used for this purpose and which must be completed in advance. However, the grade awarded for daily class participation cannot be made up.

Parents may obtain make-up work for students who will be absent from school for more than two days due to illness by contacting the main office; parents should be prepared to give the teachers' names, the dates of absence, the date and time the assignments will be picked up, and the name of the person who will pick up the assignments. The assignments may be picked up at 2:15 PM the day after the request is made. When students are absent from school for one or two days, it is their responsibility to arrange appointments with teachers so that work may be made up and credit received. Extension of the makeup date may be granted by mutual agreement between the individual teacher and the pupil. If students fail to make-up work within the given time or fail to reach an agreement with the teacher(s), no credit for the work missed will be granted.

MARKING PERIODS

(Subject to change)

1st Quarter: September 5 – November 9 3rd Quarter: January 29 – April 6
 2nd Quarter: November 13 – January 26 4th Quarter: April 9 – June 19

Report cards are issued four times during the school year. Parents/guardians may view their child's report card on Power School.

SCHEDULE OF CLASSES

Semester 1 and 2	Block Schedule	2017 – 2018
	A-DAY	B-DAY
7:30 – 8:46	Period 1	Period 1
8:49 – 9:30	Period 2	Period 2
	Advisory/TASC	Advisory/TASC
9:33 – 10:49	Period 3	Period 3
10:52 – 12:33	Period 4	Period 4
One bell at 11:14 Second bell at 12:08	1st Lunch – 10:52-11:14 2nd Lunch – 12:11-12:33	1st Lunch – 10:52-11:14 2nd Lunch – 12:11-12:33
12:36 – 1:52	Period 5	Period 5
2:00 – 2:50	Extended School Day Mon. – Thurs.	Extended School Day Mon. – Thurs.
<i>Selected Fridays for Semester 2</i>		
	A-DAY	B-DAY
7:30 – 8:46	Period 1	Period 1
8:49 – 10:05	Period 2	Period 2
10:08 – 10:49	Period 3	Period 3
	Advisory/TASC	Advisory/TASC
10:52 – 12:33	Period 4	Period 4
One bell at 11:14 Second bell at 12:08	1st Lunch – 10:52-11:14 2nd Lunch – 12:11-12:33	1st Lunch – 10:52-11:14 2nd Lunch – 12:11-12:33
12:36 – 1:52	Period 5	Period 5
2:00 – 2:50	Extended School Day Mon. – Thurs.	Extended School Day Mon. – Thurs.

SEMESTER EXAMINATIONS

Examinations are given in all subjects except for physical education/health at the end of each semester. Only students who are given an excused absence from any particular examination may be extended make-up privileges. Students who seek an early examination should have their parents make such a request directly to the Assistant Principal and Guidance Department . (Seniors who have maintained a 90 average **may** be excused from finals at the discretion of the teacher at the end of the second semester only.) Semester examinations constitute 20% of the semester grade in each subject; consequently, students are urged to thoroughly prepare for these tests. Also, students must return/pay for the textbook before they may take the examination.

SUMMER SCHOOL/TUTORIAL

Any student who fails a course with a grade of at least 50 or greater may remediate that course by attending an approved summer school or 15 hour tutorial and completing with a passing grade. All courses must be approved in advance by the Guidance Department. A notation of the summer course achievement will be made on the student's permanent record, and appropriate credit will be given for passing the course.

TASC BLOCK

Teachers in Academic Service Centers (TASC) is intended to be a student-driven and teacher-directed academic period during the school day to support the optimal teaching and learning conditions and provide both students and adults additional time to focus on learning. TASC meets every Tuesday, Wednesday, and Thursday during the academic school year.

TECHNOLOGY LAB

- 1) Teachers may reserve the computer lab by signing up in the Media Center.
- 2) The Technology Lab teacher will also troubleshoot problems with the machines and assist with questions concerning use of software programs.
- 3) Students using the lab must be supervised, and all work done in the lab must be school related.
- 4) Students must sign both the attendance list and the computer log. The attendance list will be sent to the office. The log will provide a history of computer use.
- 5) Teachers may open the lab for their students to use after school if they can supervise its use.
- 6) Students who use the room must have their own disk. Classroom teachers are encouraged to use the network for storing their students' work.
- 7) Alternative plans should be provided if a teacher is absent on a day he/she has registered a class up to use the lab. Substitute teachers are not allowed to take classes to the lab.
- 8) Eating and drinking are not permitted in the lab.
- 9) Students must have a signed Computer Network Acceptable Use Consent Form to use the lab. Use of chat rooms is not permitted.
- 10) Students who misuse the machines will lose the privilege of using any computers in the school.

BUS SAFETY CODE

The bus operator is in charge of the bus and all passengers. S/he is responsible for the safety of pupils and for their conduct on the bus. A student's time at the bus stop and on the bus shall be considered an extension of the school day. Riding the bus is a privilege that can be denied temporarily or permanently, if the pupil's behavior warrants it. The operator reports to the Assistant Principal violations of rules, and a pupil may become ineligible for transportation if his or her behavior creates a problem on the school bus.

It is necessary for pupils to observe the following rules:

1. Only eligible students are allowed to ride the bus. Eligibility is determined by grade and distance from the school.
2. It is a violation for a pupil to ride a bus other than the one to which he or she is assigned, and to meet or leave the bus at a stop other than his or her assigned stop. Requests to change buses to visit with schoolmates or for day care purposes must be made in advance by parents or guardians in writing and must be approved by the Principal or Assistant Principal in writing.
3. When the school bus does not arrive at the bus stop on time because of mechanical failure, road, or weather conditions, the pupil is expected to wait for the bus a "reasonable" length of time, dependent on weather conditions.
4. Pupils must be at the stopping place at the time designated and ready to get into the bus with the least possible delay in order to keep the bus on schedule.
5. Pupils may not stand or play in the roadway while waiting for the bus.
6. Pupils must remain in line at least five feet from the bus when it stops to pick up and may move toward the bus only when the door opens.
7. Pupils may not bring animals, pets, reptiles, firearms, or explosives on the bus.
8. Pupils must obey the bus operator at all times while under his or her supervision.
9. Pupils must maintain an acceptable manner of conduct at all times; smoking, vulgarity, and boisterous and other improper conduct will not be permitted. Conduct on the bus is that which is acceptable while in school. The bus driver is in charge of the bus and responsible for each student's safety. Students must obey the driver promptly and cooperatively in order to insure the safety of all riders.
10. Pupils will remain seated while the bus is in motion.
11. Pupils may not extend arms or head out of the bus windows at any time.
12. Articles that could cause injury to other students, such as sticks, breakable containers, firearms, skateboards, etc., are not permitted on buses. Other items not allowed are golf clubs/bags, oversized sports duffel bags, and large instruments such as trombones, saxophones, or any other instrument which cannot be held on the student's lap or between their feet on the floor.
13. Pupils must assist the driver in keeping the bus clean by not eating or drinking on the bus.
14. Pupils must not damage or deface any part of the bus.
15. Pupils must remain absolutely quiet when approaching a railroad crossing.
16. Pupils may not play radios on the bus.
17. Pupils must not tamper with the operating mechanism on the emergency doors.
18. Pupils may not operate the service door; this is the responsibility of the bus operator.
19. In crossing the highway after alighting from the bus, pupils may cross only after the driver signals that it is safe to cross. Pupils should pass ten feet in front of the bus and look for the traffic in both directions before crossing the highway.
20. Safety rules:
 - A. Use the crosswalk areas.
 - B. When walking along the highway, walk on the left facing oncoming traffic.
 - C. Remain seated if the bus is delayed on the road.
 - D. Use emergency door only in case of an emergency.
 - E. Be of assistance to smaller children.
 - F. Go home promptly after leaving the school bus.
 - G. A pupil will not be allowed to leave the bus at any place other than his or her regular stop without the written consent of the Principal or Assistant Principal.

DISCIPLINARY ACTIONS -- The following offenses shall generate the disciplinary actions indicated:

CLASS I

1. Getting on/off at a stop other than the student's assigned stop (without prior approval).
2. Riding an unassigned bus without prior approval.

3. Bringing animals and/or pets on the bus.
4. Chewing gum, eating (including candy) or drinking on the bus.
5. Distributing gum, candy, etc. to other students on the bus.
6. Littering
7. Verbal harassment (not including sexual).
8. Not sitting in assigned seat.
9. Not sitting in seat properly
10. Destruction of property belonging to another person.
11. Volume on headphones distracting to driver.
12. Bringing prohibited items on the bus.

Discipline

- | | |
|--------------------------------|--|
| First Offense: | Warning; |
| Second Offense: | Warning and conference with parent. If parent does not respond within 3 school days, the student will serve detention; |
| Third and subsequent offenses: | Detention. |

CLASS II

1. Crossing behind the bus or refusing to wait for the driver's instruction to cross.
2. Failure to follow directions from a driver or monitor.
3. Obstructing safe passage down the aisle.
4. Refusing to identify oneself to the driver when asked.
5. Extending head, hands or feet out of bus window.
6. Shooting elastic bands or throwing any object inside the bus or out the window.
7. Spraying perfumes, deodorants, etc. on the bus.
8. Wrestling and/or horseplay.
9. Creating disruptive noise levels.
10. Making racial slurs.
11. Harassing other students.
12. Acting disrespectful to the driver, aide, or monitor.
13. Moving out of assigned seat while the bus is in motion which includes climbing over or under bus seats at any time during the route.
14. Spitting.
15. Stealing.
16. Using obscenity (language, gestures).
17. Vandalism to the bus.
18. Hitting, pushing, tripping, biting, pinching, or pulling hair of another student.
19. Verbal or non-verbal threat to do bodily harm.
20. Students obtaining late bus passes after leaving campus or presenting forged/stolen passes.
21. Overt display of affection (kissing, fondling, etc.).

Discipline:

- | | |
|--------------------------------|---|
| First offense: | Detention |
| Second offense: | Up to 2 day suspension from school bus transportation; |
| Third and subsequent offenses: | Up to 5 day suspension from school bus transportation;
Referral to the Superintendent. |

CLASS III

1. Fighting on the school bus (if the fighting occurs while a bus is on school grounds, school staff will be called and the student will be subject to the school behavior code.)
2. Possession of tobacco products matches or lighters.

3. Verbal assault directed at the school bus driver, aide, or monitor.
4. Sexual harassment (definition and considerations are as listed in Narragansett School's policy.)
5. Behavior that jeopardizes the safe operation of the bus.
6. Boarding a bus during suspension from bus-riding privileges.
- 7.

Discipline

Up to Five (5) day suspension from school bus transportation; referral to the Superintendent.

CLASS IV

1. Opening or exiting through any emergency exit of the school bus (i.e. rear door, side door, emergency windows).
2. Substance abuse on the school bus (possession or use of alcohol-drugs).
3. Physical assault of another student on the school bus.
4. A second Class III infraction in the same school year.

Discipline

Up to Ten (10) day suspension from school bus transportation; referral to the Superintendent.

CLASS V

1. Possession or use of a weapon on the school bus.
2. Physical assault on the school bus driver or monitor.
3. A second Class IV infraction in the same school year.

Discipline

Up to Ten (10) day suspension from school bus transportation, referral to Superintendent for additional discipline, followed by a recommendation from the Superintendent to the School Committee for discipline which may include exclusion from school bus transportation for the balance of the year, as well as in-school disciplinary measures which may also include a recommendation for indefinite suspension from school.

General Information

All infractions of Classes III-V will be reported by the Transportation Supervisor to the Superintendent of Schools and Classes IV and V will be reported to the appropriate police department.

STUDENT ATTENDANCE

It is the policy of the Narragansett School System to expect regular and consistent attendance in school. Consistent attendance is essential to the learning process and cannot be overemphasized. Absences from school and/or class disrupt the continuity of the learning process. Parents are expected to assist the school by supporting the attendance policy. Family trip and college visits should be planned for school vacation periods. As much as possible, doctor's appointments should be scheduled for after school hours.

School Hours: 7:30a.m. – 1:52 p.m.
(Students are considered tardy after 7:30 a.m.)

ABSENCES: If a child is going to be absent, please call the office at 792-9400 between 7:00 a.m. and 8:30 a.m. If we do not receive a call, and your child is not present at the beginning of the school day, we will call the home. If we are unable to speak directly to you on the phone, a dated written excuse on the day he/she returns to school is required.

Students shall be excused from school for the following reasons:

- ❖ Personal illness
- ❖ Medical appointments
- ❖ Serious family matter
- ❖ Religious holiday
- ❖ School approved trips of events
- ❖ Court appearances
- ❖ Any circumstance deemed extenuating by the administration

It is understood that discipline consequences may be applied for unexcused absences. Furthermore, excused or unexcused absences disrupt the continuity of the learning process and may affect your child's classroom average.

TARDINESS TO SCHOOL: Tardiness is also a deterrent to school achievement. In order for tardiness to be excused, the reason for the tardiness must be communicated by the parent that day. Valid reasons for tardiness are the same as those for excused absences. If your child had a doctor/dentist appointment, please provide a medical excuse note from the doctor's office. If your child arrives after 7:30 a.m., he/she must report to the office before going to the classroom. A tardy slip will be given to the student to bring to the classroom teacher.

Students are allowed 3 tardies to first period per semester. On the fourth tardy and all tardies thereafter, the student will be assigned a one hour administrative detention. Students driving to school are responsible for arriving on time. On the seventh tardy, an administrator will contact the parent or guardian to determine steps to ensure timely arrival of the student. Excessive tardiness to school may result in the loss of the student's driving privilege, in-school suspension and/or referral to the Attendance officer.

TRUANCY COURT PROGRAM: The Narragansett School System is a part of the statewide Truancy Program. The purpose of this program is to reduce the truancy rate in our schools while emphasizing the importance of our students attending school regularly and on time. Students may be referred to RI Truancy Court when they have been absent at least 10% of the school days per academic year and/or are habitually late to school without proper medical documentation.

PARTICIPATION IN EXTRACURRICULAR ACTIVITIES: In order to participate in any extracurricular activity sponsored by Narragansett High School, students must be present for the last three consecutive academic periods on the day of the practice, event, game, match, performance, etc... Students who are absent from school on Friday are unable to participate in any extra-curricular activity over the weekend. Administration has the right to make exceptions in case of extenuating circumstances defined in advance of the absence from school.

SCHOOL REQUIRED ABSENCES:

Absences resulting from school sponsored activities, such as field trips, athletic contests and suspension will be considered excused absences in the enforcement of the attendance policy.

PERIOD-TO-PERIOD ATTENDANCE:

Students who “cut” class, i.e. are absent from an individual class without permission, will be assigned one detention for each class cut.

Students who are 15 or more minutes unexcused tardy to an individual class will be recorded as an unexcused absence. Students with excessive unexcused tardies will be referred to the Assistant Principal for disciplinary action.

UNEXCUSED ABSENCES FROM CLASS/CLASS CUTS:

Any absence that does not meet the specifications for an excused absence and/or receive administrative consent will be considered an "unexcused" absence. **Three cumulative tardies to class constitute an unexcused absence.**

- A. Students will receive a "0" for the missed work on the day or period of the unexcused absence.
- B. Three unexcused tardies are equal to one unexcused absence. Students entering class after the first 15 minutes without an excused pass will receive one unexcused absence.
- C. The teacher will promptly record all unexcused absences within the classroom.

PROCEDURE FOR CLASS CUTS:

Students who are unexcused from class will receive an administrative detention for each class missed. See Code of Behavior – Administrative Detention.

First unexcused absence:

- Teacher informs student

Second unexcused absence:

- Teacher contacts parent(s) by phone and documents notification for Assistant Principal.

Third and Fourth unexcused absence:

- Teacher notifies Assistant Principal.
- Office sends warning letter home to parents; a copy will be sent to the teacher and to guidance.
- One day of In-School suspension

Fifth unexcused absence:

- Teacher notifies Assistant Principal.
- Office sends notice of withdrawal of credit by return receipt mail; a copy will be sent to the teacher and to guidance.
- Students and parents are informed of their right to appeal.
- Two days of In-School suspension

Withdrawal of credit notice will be mailed (by return receipt mail) to the parent upon the student's fifth unexcused absence from class as well as the tenth total absence from class.

Students and their parents or guardians who wish to appeal a loss of credit must contact the Assistant Principal's office within two (2) weeks of receiving a loss of credit notification so that a hearing may be scheduled.

PARENT PARTICIPATION

Your sons and daughters will spend a large part of their adolescent years in high school. These are crucial years when they are rapidly becoming adults, when new stresses and strains are operating, when their social interests are at their highest point and when they are feeling the need to break away from adult control and stand on their own feet. We are dealing with emerging adults who must achieve independence, but who in the process must be intelligently and sympathetically helped and guided. This is not always an easy task, and it takes full understanding and cooperation among each of the three parties concerned -- the youth, the parents and the school.

The school can cooperate with parents and their children but cannot supply the control and initiative that must come from the student and/or parent. Although the school cannot change the native abilities of any given youth, by working with parents we can help students to use their abilities most effectively.

THE PARENT HAS A RIGHT TO EXPECT:

1. That the high school be operated in a business-like and responsible manner.
2. That student learning be given highest priority and first claim on the resources of the school.
3. That parental inquiries and concerns receive prompt and courteous attention and that the school's response to these inquiries or concerns reflects a constructive and helpful attitude.
4. That assignments be definite and that a reasonable amount of assistance be given in class and, on the initiative of the student, as much more individual help as resources will permit.
- 5.

THE HIGH SCHOOL SHOULD BE ABLE TO EXPECT:

1. That student attendance is regular and punctual. If a student is to succeed in high school, regular attendance must be as much an obligation as it would be in employment.
2. That student engages in a regular routine of home study.
3. That students who are absent from school not expect a valid excuse to absolve them from the responsibility for making up the work missed.

FACTORS ON WHICH THE HOME AND SCHOOL SHOULD COOPERATE:

1. That student's class schedules and participation in extracurricular activities are well balanced and receive constant attention.
2. That the home and the school watch the progress of the student on regular grading reports submitted by each teacher.
3. That students learn to get along with others, carry their own responsibilities and develop self-discipline.

WHAT TO DO WHEN CERTAIN PROBLEMS ARISE

Since it is impossible for administrators and counselors always to be at their desks, please leave your name and telephone number. You can be sure that if you do not reach the person you want at that minute, he or she will reach you at the earliest possible moment.

1. Discussion of a student's progress in a certain class or classes usually requires that an appointment be made with the teacher or teachers. Such an appointment can be arranged by calling the main office (792-9400) and leaving a message on the teacher's voicemail.
2. Problems relative to student discipline should be directed to the Assistant Principal.
3. Health queries should go to the school nurse (792-9400—ask for extension 4020).
4. Student absence and tardiness must be reported to the main office.
5. In cases of extreme emergencies, a student may be contacted by calling the main office. Students and teachers are called out of class only in cases of these extreme emergencies.
6. Questions relative to transportation (bus routes, bus stops, bus times of arrival and departure) should be directed to the Transportation Office (792-9440).

7. Questions or concerns relative to athletics should be directed to the Director of Athletics (792-9400—Press 3).
8. Matters of general school administration involving teaching staff, finance, organization and public relations should be directed to the Principal.
9. Parents and students should feel free to consult with counselors at any time during the school year to obtain advice about courses to be taken. Parents should call for an appointment, and/or students may leave their names in the Guidance Office requesting a conference.

HOW PARENTS CAN BECOME INVOLVED

Parents may become involved in the high school by:

1. Taking an active interest in your son's or daughter's program by engaging in any one or combination of the following:
2. Joining the Guidance Advisory Council, the PTO, and/or the Athletic Boosters Club.
3. Reading the monthly newsletter (Mariner Forecast). The newsletter can be found at the Narragansett School System website which is: www.narragansett.k12.ri.us.
4. Attending Open House and special programs to inform you about the high school.
5. Calling any member of the administrative staff for answers to questions or to give any suggestions you may have to improve the program for our students.

EARLY SIGN-OUT PROCEDURE:

The school day ends at 1:52 PM. If a student needs to leave early, a note or phone call must be received by the attendance secretary. The note must state the reason for leaving and a telephone number for verification by a parent or guardian. Notes must be verified before a student may leave school grounds. Students are to sign out at the main office and sign back in upon return.

Any student leaving school early must adhere to dismissal procedures or will be disciplined accordingly.

No student will be excused after the fact for leaving school early.

CODE OF BEHAVIOR

Life at Narragansett High School is guided by the principles of mutual respect and responsibility between and among the adults and young adults who comprise our school community. At Narragansett High School, we expect students to demonstrate self-discipline in managing their behavior. We encourage self-discipline when we acknowledge that students are responsible for their own behavior and when we organize our classrooms and our activities to reflect our belief in their ability to make good choices.

We realize, however, that at times individual students do not exercise appropriate self-control, despite the positive and caring attitude of the teacher, and that they consequently do not meet their responsibilities as school citizens. At such times, we must assist the student in establishing self-control through a combination of efforts. We need to gather our resources around that student; teachers, guidance counselors, and parents must be called together to help the student to seek a solution to the problem.

Student/Assistant Principal Planning Conference:

When a student is excluded from all or part of class(es) or school activity(ies), the student will report to the Assistant Principal for a planning conference. One or more of the following courses of action may be pursued:

- referral to Guidance Counselor, Student Assistance Counselor, School Social Worker, etc.
- referral to the Teacher Support Team/Grade Level Academy
- conference with Parent(s) or Guardian(s)
- Teacher/Student planning conference
- Other

The following disciplinary sanctions may also be applied, depending upon the seriousness of the offense.

Teacher/Student Planning Conference

The teacher and student will meet after school to discuss the problem and to seek a solution. The teacher and student will agree upon a plan of action to assist the student in choosing to exercise self-control. A student must report to that teacher first before reporting to any other activity after school.

If the student chooses not to participate in seeking a solution, the following range of disciplinary sanctions is in place:

- **Administrative Detention**

Administrative detention will be served from 2:00-3:00PM Monday through Thursday. Students must report with study materials and remain quiet. No student will be excused, after the fact, for not reporting to detention. Inappropriate behavior during administrative detention may result in Saturday detention or suspension.

All assigned administrative detentions should be served on day assigned. Students who fail to serve detentions within the allotted time will be placed on indefinite social suspension until the detentions are completed. Students who owe detentions will forfeit their ability to participate in after school event, such as sports, dances, proms, etc...Failure to attend detention is a suspendable offense.

- **Saturday Detention**

Saturday detention is served from 8:00 - 11:00am, **ONLY AS NEEDED**. Students will report to the school prepared to perform a combination of activities which may include school service, physical exercise, and counseling. Students may be required to complete a packet which addresses the nature of the infraction which resulted in the detention. Students who fail to report, exhibit inappropriate behavior, arrive tardy, or fail to complete an assigned packet will be suspended.

- **Social Suspension**

Social suspension is exclusion from all extracurricular activities. This includes such activities as dances, sports, proms, banquets, recognition ceremonies, school-sponsored trips, and any other activities which are not required by an academic course. Each semester, social suspension may be assigned for up to ten (10) weeks each time a student is suspended or when chronic infractions occur, i.e. when a student is assigned Saturday detention more than two (2) times or administrative detention more than five (5) times.

- **In-School Suspension**

Students can be assigned to In-School Suspension (ISS) for a variety of reasons. Students on ISS must remain in the ISS room all day except for an escorted lunch. Students will hand in their cell phones to the Assistant Principal while they are serving ISS. Students on ISS may not participate in any school activities and will have a week of social suspension for each day of ISS.

- **Out of School Suspension**

Suspension is exclusion from school privileges by administrators for no more than 10 consecutive school days. Students may not attend or participate in any school activities during the suspension period.

Except in cases of an emergency, or where a student's presence constitutes a threat of disruption, no student will be suspended without an informal due process hearing. All reasonable efforts will be made to contact the student's parent(s) prior to suspension. When parental contact cannot be made, the student will be assigned Time Out for the remainder of the day. A parental conference may be required before the suspended student is readmitted.

- **Expulsion**

Expulsion is exclusion from school privileges for more than 10 and up to 180 consecutive school days. Any student faced with expulsion will be given the opportunity for a formal due process hearing before the school committee.

- **Community Service**

In some cases, students may be given an opportunity to perform community service in lieu of suspension. A list of agencies will be provided and it is the responsibility of the student to arrange the work schedule and complete the service in the allotted time.

- **Other**

Other alternatives will be considered to assist students in establishing self-control.

DUE PROCESS

Students are entitled to receive a written statement of the school's major rules and regulations. In disciplinary cases carrying the potential of suspension, students are entitled to a limited form of due process which includes the right to:

1. Notification of specific charges and evidence against them
2. Present their defense in an informal hearing with a building administrator.
3. Receive notice (oral or written) of the decision reached.
4. Appeal a decision containing a substantial error to the principal.

In cases involving a possible expulsion, due process provisions are expanded and formal.

BREACHES OF CONDUCT

The following breaches of conduct during school, on school transportation or while attending any school sponsored or related school activities whether held on or off school property will lead to disciplinary action:

Academic Honesty:

Honesty and integrity are important traits to be developed in students at Narragansett High School. Cheating or plagiarism in any form is a serious violation of trust between students and teachers and an impediment to true learning. A student who cheats or plagiarizes will lose full credit for the assignment involved.

Articles For Sale Other Than School Sponsored:

Non-school related organizations will not be allowed to solicit funds on school property under any circumstances or to use students in school for such activities. (School Committee Policy 1322)

Articles Not Permitted in School:

The following are some categories of articles not permitted to be used during the school day:

- Skateboards

The following are some categories of articles not permitted in school:

- Alcohol, drugs, cigarettes, or any tobacco product
- Cigarette lighters
- Vaporizers or any E-Cigarettes
- Gambling articles, including cards
- Squirt guns or any other toys with projectiles
- Articles for sale other than school sponsored (see above)
- Weapons (see below)
- Any other articles deemed disruptive to the school process
- Pizza or other deliveries to students
- Laser pointers

Conduct Endangering Persons:

Students causing or attempting to cause physical injury to another student, fighting, showing disrespect, or using obscene, profane or objectionable language to another student may be

suspended up to five days for the first offense and up to ten days for the second offense. Extremely serious violations may be grounds for consideration for expulsion and police referral.

Conduct Endangering Property:

Students causing or attempting to cause damage to school or private property may be suspended up to five days for the first offense and up to ten days for a second offense. Students responsible for the loss or intentional damage to property will be required to make monetary restitution.

Disruptive Behavior and Foul Language:

Obscene, abusive, and/or vulgar language directed toward faculty or staff will not be accepted or tolerated. A student using such language may be suspended from school up to ten days based on the discretion of the Assistant Principal and the staff member involved. Parents will be notified in each instance.

Students who conduct themselves in a manner which represents a danger to any person or property or a threat of disrupting the educational process may be suspended up to ten days for the first offense and referred to the police department in the case of a criminal offense.

Students who use foul or offensive language may be suspended up to ten days.

Dress Code:

Students may dress in a manner reflecting current style and fashion; however, manner of dress may not be distracting or disruptive of the educational process. Therefore, students are required to comply with the following:

- Clothing which promotes drugs, alcohol, smoking, or sexual activity will not be permitted.
- Clothing which contains profanity or is offensive on the basis of sex, race, religion, or ethnicity will not be permitted.
- No spiked or studded wristbands, “dog collars” or the like will be permitted.
- No halters, bare midriffs, strapless tops, tank tops, short skirts/shorts or other revealing or distracting styles of clothing will be permitted; mid-length shorts will be permitted during warm weather only. Standing upright with hands to the person’s side, the clothing should be as long as the fingers of the hand. The wearing of sunglasses is prohibited.
- Hats, hoods, bandanas, etc. may not be worn in school.
- Boys: no sleeveless shirts
- Boys pants must be worn at the waist (no underwear showing)

Students in violation of the dress code will be asked to change or be sent home with the possibility of suspension for repeated offenses.

General Misbehavior:

Student whose behavior is regarded as disruptive, abuses school privileges or is contrary to the philosophy of self-discipline and responsible citizenship will be assigned to detention or in-school suspension or out of school suspension.

Harassment and Bullying/Cyber bullying:

Narragansett High School recognizes that a safe and civil environment in school is necessary for students to learn and achieve; that harassment, intimidation and bullying disrupts a student’s ability to learn and the school’s ability to educate children and provide a safe environment; and that all students and staff members must treat others with civility and respect. The law defines “harassment, intimidation and bullying” as any act, whether written, verbal, or physical, that is motivated or perceived by characteristics such as race, color, religion, ancestry, national origin, gender, gender identity, sexual orientation, mental or physical disability or other distinguishing characteristics, that occurs on school property, at a school-sponsored function, or on a school bus.”

Expectations Regarding Student Behavior

All students have the following rights:

- o To be treated with respect and courtesy
- o To feel safe when traveling about school and on school buses

- To report bullying to a teacher or another school employee without fear of reprisal, retaliation, or false accusation; and
- To expect the school to investigate such reports and to intervene when necessary to prevent bullying

All students have the following responsibilities:

- To treat others with respect and courtesy
- To refrain from, and to refuse to participate in, name-calling or put downs based on another student's appearance or ability, and other acts of bullying
- To report bullying as soon as it is observed, to a teacher or administrator, immediately fill out a complaint form in the main office which will be forwarded to the building administrator.

Investigation: The school principal, assistant principal, or director shall promptly investigate all allegations of bullying, harassment, or intimidation. Investigations shall include the opportunity for the parties to present witnesses and additional evidence. If the allegation is found to be credible, appropriate disciplinary actions, subject to applicable due process requirements, will be imposed. The School Resource Officer or other qualified staff may be utilized to mediate bullying situations. The investigation will include an assessment by the school psychologist and/or social worker, guidance counselor and other appropriate school personnel to determine what effect, if any, the bullying, harassment or intimidation has had on the victim. A student who engages in continuous and/or serious acts of bullying will also be referred to the school psychologist and/or social worker.

Protection: If a student is the victim of serious or persistent bullying:

1. The school principal, assistant principal, or director will intervene immediately to provide the student with a safe educational environment.
2. The interventions will be developed, if possible, with input from the student, his or her parent/guardian, and staff.
3. The parents/ guardians of a victim shall also be notified of the action taken to prevent any further acts of bullying or retaliation.

Responses to Bullying/Cyberbullying

Initial Response: The Narragansett School System implements progressive discipline and the discipline history of each student is reviewed when the principal, assistant principal or director, exercises his/her discretion when determining consequences. In determining the appropriate response to students who commit one or more acts of bullying/cyber bullying, the school administrator will consider the following factors: the developmental and maturity levels of the parties involved, the levels of harm, the surrounding circumstances, the nature of the behaviors, past incidences or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Concluding whether a particular action or incident constitutes a violation of this policy requires a determination based on all of the facts and surrounding circumstances. It is only after meaningful consideration of these factors that an appropriate consequence will be determined.

Social Services/Counseling: Referral to appropriate counseling and/or social services currently being offered by schools or communities shall be provided for bullying victims, perpetrators and appropriate family members of said students.

Consequences for Students who Bully/Cyberbully: Consequences for students who bully/cyberbully include both education and counseling to remedy the situation and disciplinary

sanctions that may range from behavioral interventions up to and including suspension. These may include but are not limited to the following:

1. Admonitions and warnings.
2. Parent/Guardian notification and meetings
3. In-school counseling and clinical observation.
4. Loss of the opportunity to participate in extracurricular activities.
5. Loss of the opportunity to participate in school social activities.
6. Loss of the opportunity to participate in graduation/promotion exercises.
7. Loss of school bus transportation.
8. Assignment of community service.
9. Detention; in school suspension or loss of student privileges
10. Short term suspension (10 or fewer days of suspension) or long-term school suspension (for more than 10 days).
11. Personal restitution.
12. Police notification.

District Policy can be accessed at:

http://www.nssk12.org/UserFiles/Servers/Server_162655/File/School%20Committee/Policy%20Book/V.C.1.a.Bullying%20Cyberbullying.pdf

Insubordination:

Students who willfully disobey a reasonable request by any member of the school staff will have their parents notified. Repeated offenses will result in suspension from school. Students who continue to violate school rules will be subject to more stringent disciplinary action. Students who refuse to give their name when requested by a faculty or staff member will be suspended.

Loitering or Causing Disturbance:

Any person who loiters on or about any school building or grounds or who unlawfully interrupts or disturbs any public school session shall be subject to arrest and prosecution. This policy shall also be applied to students who have been duly suspended, reassigned, or expelled and who remain at school to loiter or cause a disturbance. Immediately fill out a complaint form in the main office, which will be forwarded to the building administrator.

Possession, Sale, Use or Dispensing of Alcohol, Drugs or Vaporizing Devices:

The possession of, distribution of, use of (meaning any detectable alcohol or drug within the body), or being under the influence of alcohol or controlled substances, or the possession of drug-related paraphernalia while on school premises, on school-sponsored transportation or at any school-sponsored activity is prohibited and subject to the following disciplinary procedures below. Any staff member concerned about a student's suspected use or abuse of any controlled substance should contact one of the following:

- *Principal
- *Assistant Principal
- *Student Assistance Counselor

FIRST OFFENSE

1. In-School Counseling: minimum of 3 sessions, with student's choice of either the School Psychologist or the Student Assistance Counselor.
2. Parental Notification
 - *When the student is under the influence, parents will be notified and must remove the student from the school building.
 - *When there is sufficient suspicion that the student is under the influence, parents are notified and must remove the student from the school building.
3. Police will be notified if the student is found in possession of a controlled substance.

4. Student may be suspended up to ten days.

5. Student will be allowed to make up all academic work missed due to the suspension.
6. The student will be placed on social suspension up to six weeks following the offense as determined by the Administration.

While on social suspension, the student may not attend academic and athletic practices during the suspension, and will not be allowed to participate in or be a spectator at any games, performances, etc.

SECOND OFFENSE

1. The student must see the School Psychologist or the Student Assistance Counselor for at least three additional sessions.
2. The student must follow the recommendation made by the School Psychologist or the Student Assistance Counselor. The recommendations could include: additional individual sessions, outpatient treatment for substance abuse, inpatient treatment, and school groups.
3. The student will be placed on social suspension up to twelve weeks following the offense as determined by the Administration.
4. Parental and police notification will be the same as listed in the first offense.
5. Student may be given a suspension up to ten days.

THIRD OFFENSE

1. Any student violating the established alcohol and drug policy for the third time will automatically be referred to the Superintendent. All second offense procedures will be followed in addition to any other consequences or practices deemed appropriate by the Superintendent.

Our schools will provide counseling referral, without disciplinary action, to any student voluntarily seeking substance abuse treatment. Through our educational programs and working cooperatively with parents, our goal is to provide the information and knowledge that will enable our students to make substance abuse prevention decisions.

Selling/Distribution of Illegal Drugs/Alcohol/Vaporizing Devices:

Any student attempting to sell or distribute illegal drugs or alcohol on school grounds will be subject to the following:

- *Immediate police and parent notification
- *Suspension from school and all school activities until such time that a recommendation for expulsion be acted upon by the School Committee.

Sexual Harassment:

It is the policy of the Narragansett School System to maintain an educational and working environment free of sexual harassment in any form. Supervisors, administrators and all other employees, as well as students, are absolutely prohibited from engaging in sexual harassment of school department employees, students and visitors. Any act or pattern of sexual harassment in the Narragansett School Department is unacceptable and may be the basis for disciplinary action.

Sexual harassment may include, but is not limited to, the following:

- *verbal harassment or abuse
- *pressure for sexual activity
- *repeated remarks to a person, with sexual or demeaning implications
- *unwelcome touching
- *suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's grades, job, etc.

Smoking/Vaping:

Smoking/Vaping is prohibited anywhere on school grounds, on school busses, or in the school building. The following consequences for students will be enforced at Narragansett High School.

--Parent will be called and the student will be issued at least one day of out/or in-school suspension.

Student Demonstrations and Strikes:

Students have a right to an education, and this district intends to protect that right through the maintenance of an uninterrupted educational program. Disorder and disruption of the school process will not be tolerated, and persons attempting such actions will be held accountable. All necessary steps will be taken to protect students, district personnel, and property.

Students involved in school disruptions, vandalism, violence, or other illegal acts will be subject to suspension or expulsion from school and/or may be subject to police action.

The Narragansett School Committee asks that each student, each teacher, and each parent assume personal responsibility for encouraging sober civil relationships so that young men and women may pursue their education and develop the knowledge, understanding, and tolerance.

Teen Dating Violence:

Dating Violence - A pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal or emotional abuse to control his or her dating partner.

Sexual Violence - Includes behaviors that are attempted or perpetrated against a victim's will or when a victim cannot consent because of age, disability, or the influence of alcohol or drugs. Sexual assault may involve actual or threatened physical force, use of weapons, coercion, intimidation, or pressure.

Prevention - The principal of each school shall ensure that students and staff are instructed on how to identify, prevent and report teen dating violence and sexual violence. The principal shall also ensure that the school health program and counseling services include the appropriate social skills and training to help students avoid isolation and help them interact in a healthy manner.

Disciplinary Sanctions for Sexual Harassment, Dating Violence and Sexual Violence -

Disciplinary sanctions for dating violence, or sexual violence may include loss of privileges to participate in extracurricular activities including athletics and school social events; loss of school bus transportation; assignment of additional school work or community service; and depending on the extent of involvement in the prohibited activity-suspension from school.

Theft:

Students stealing or attempting to steal school or private property may be suspended up to five days for the first offense and may be referred to the police department.

Threats or Intimidating Behavior:

Students who threaten or attempt to intimidate another student or staff member may be suspended for a minimum of three and up to ten days for the first offense and referred to the police department. Extremely serious violations and second offenses may be grounds for expulsion. Any staff member who experiences threats or intimidation by a student should notify the administration immediately when the incident occurs. However, please be advised that the school administration cannot file charges on behalf of an individual. Parent/Student may file disorderly conduct charges.

Weapons:

Students who possess, handle or transmit any object that can reasonably be considered a weapon will have that weapon confiscated will be referred to the police department and will be referred to the superintendent with a recommendation for expulsion.

GUIDELINES FOR STUDENT DETENTION AND SUSPENSION

Infraction	Consequence
o Threatening a student or staff member	Up to 10 days OSS/Expulsion
o Physical abuse of staff	9 OSS to Expulsion
o Possession/use/sale/under the influence of drugs or alcohol	9 OSS to Expulsion
o Possession/smoking marijuana	9 OSS to Expulsion
o Vandalism/graffiti	Up to ten days DET to 10 OSS
o Forgery	Up to ten days 5 OSS
o Stealing/possession of stolen property	Up to ten days 10 OSS
o Fighting/assault/threatening	Up to ten days 10 OSS
o Verbal abuse/offensive gesture at staff	Up to ten days 10 OSS
o Insubordination/defiance of staff	Up to ten days DET to 10 OSS
o Leaving school grounds/Truancy	Up to ten days ISS to 10 OSS
o Disruptive behavior in classroom/school area	2 DET to 10 OSS
o Smoking/Possession of smoking materials	Up to ten days ISS to 10 OSS
o Not reporting to assigned detention	2 DET to 2 ISS

DET=Detention ISS=In School Suspension OSS=Out of School Suspension

ATTENDANCE:

Unexcused Tardiness to School

*1-3 tardies	Warning and possible parent contact. Three cumulative tardies to class constitute an unexcused absence.
*4 th tardy and all subsequent tardies	Detention
*6 th tardy and all subsequent tardies	Detention and parent conference.
*10 th tardy and all subsequent tardies	Social Suspension and/or loss of driving privilege. Parent must come into school and sign student in every subsequent time a student is tardy.

Unexcused Absences/Cutting Class

* 1 st occurrence	Detention for each class missed.
* 2 nd occurrence	Detention for each class missed. Parent contact.
* 3 rd occurrence	1 day ISS. Warning letter sent home.
* 5 th occurrence	2 days ISS. Loss of credit letter sent home.

LEAVING SCHOOL BUILDING AND/OR SCHOOL GROUNDS:

Students who leave the school building and/or grounds without permission will be disciplined in the following manner:

First offense:

1. Parental notification by office
2. Minimum one administrative detention for each class missed or possible in-school suspension or out of school suspension.
3. A "0" assigned for all work missed

Second and each subsequent offense:

1. Loss of driving privileges, in-school suspension, out-of-school suspension, and/or social suspension.
2. A "0" assigned for all work missed.

GUIDANCE SERVICES

ASSIGNMENT OF COUNSELORS/COUNSELING SERVICE

Counselors are assigned by advisories for all students. All counselors will be listed on schedules the first day of school.

Individual Appointments:

Each student will have a minimum of two scheduled appointments per year with his/her Guidance Counselor. Counselors will issue a pink pass to each student indicating the scheduled meeting time. Students are encouraged to notify their counselor if they are unable to make these meetings so that they may be rescheduled as soon as possible.

The sequence of individual appointments is as follows:

1st Quarter:	9th grade	3rd Quarter:	9th grade
	12th grade		12th grade
2nd Quarter:	10th grade	4th Quarter:	10th grade
	11th grade		11th grade

Other Appointments:

Counselors may request additional individual appointments with students as the need arises. Likewise, students are encouraged to request appointments with their counselor for additional guidance. Students may request an appointment by signing up through the Guidance Secretary in the Guidance office. Counselors will then schedule the student as soon as possible. Counselors will also see students to deliver the guidance curriculum in small group meetings through advisories. Parents may also request appointments with their child's Counselor through the Guidance Secretary at 792-9400 (press 2).

Please note: Students must sign in when reporting to the Guidance Office to meet with a Counselor.

COLLEGE BOARD ADMISSIONS TESTS

The Scholastic Assessment Tests are the standard college admissions tests. Students may use calculators for both the PSAT/NMSQT and the SAT I. Scores are determined on a scale from 200 to 800. The evaluations of different scores vary depending on the college and its standards. Most colleges prefer the SAT I to be taken no later than November of the senior year.

The SAT I Test will have two sections: evidence-based reading and writing and a math section. All 11th grade students at Narragansett High School will be offered the opportunity to take the SAT I free of charge. Students must sign up through the Guidance Office.

The Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT) is a multiple choice test that measures developed verbal and mathematical reasoning abilities. The test is only offered once a year and will be administered on October 11, 2017 at Narragansett High School. Juniors must take the PSAT/NMSQT in order to be considered for the Merit Program, a nationwide scholarship competition; only junior year scores are used to determine eligibility. The State of Rhode Island has offered to pay for all Narragansett High School 10th grader students to participate in the PSAT. Additionally, Narragansett High School will pay for all 9th graders to participate in the 8-9 PSAT test, preparing our students for the rigor of the testing.

The SAT II: Subject Tests are another part of the College Board's SAT program. These examinations give students an opportunity to show their academic strengths in subjects of their choice. These are multiple choice examinations and are scored the same as the SAT I. Some colleges specify which tests

should be taken depending on the major they are looking at pursuing, but others may allow applicants to make that decision. You should find out the requirements of the colleges to which you plan to apply and also see your counselor for more specific information concerning SAT II: Subject Tests. Not all colleges require SAT II Subject Tests.

Advanced Placement Tests are administered during a two week period in May. Students enrolled in advanced placement courses here at NHS, are required to take these AP examinations. Colleges may, according to their individual policies, award credit, advanced placement standing or both for the achievement of specific scores on these examinations.

College Board Test Dates

October 7, 2017	SAT I and SAT Subject Tests (Registration Deadline 9/8/17)
November 4, 2017	SAT I and SAT Subject Tests (Registration Deadline 10/5/17)
December 2, 2017	SAT I and SAT Subject Tests (Registration Deadline 11/2/17)
March 10, 2018	SAT I ONLY on this day. (Registration Deadline 2/9/18)
May 7th- 18th, 2018	Advanced Placement Exam Administration (AP)
May 5, 2018	SAT I and SAT Subject Tests (Registration Deadline 4/6/18)
June 2, 2018	SAT I and SAT Subject Tests (Registration Deadline 5/3/18)

The new SAT is designed to measure a student’s ability to understand and process elements in three subjects: reading, writing, and math. SAT scores are calculated based on a student’s performance relative to other test-takers, and have proven to be an indicator of collegiate success

The SAT consists of four required sections:

Section	Number of Questions	Time
Reading	52 questions	65 minutes
Writing and Language	44 questions	35 minutes
Math - No Calculator	20 questions	25 minutes
Math - Calculator	38 questions	55 minutes
Essay (optional)*	1 question	50 minutes

*When you register for the SAT, you indicate whether you will be taking the SAT with or without the essay. Some high schools and colleges require the essay. Others don’t. It is wise to research schools beforehand in order to decide if you want to take the SAT with Essay.

School Code #: 400064 Test Center #:40-225 (South Kingstown)

Please view the College Board website to view test dates and to register: www.collegeboard.com

COLLEGE REPRESENTATIVES

Representatives of approximately 120 schools and colleges visit the high school each year. These schools vary in size, structure, curriculum, atmosphere and geographical location. Listings of the schools and the date and time of the visit are posted on the guidance bulletin board and noted on the bulletin which is read during advisory period.

Juniors and seniors are encouraged to register for information sessions with college representatives. Students must sign up in the guidance office prior to the day that the college representative will be here. Interviews are held in the guidance conference room. Students will pick up their passes on the morning of the interview and keep it to show to teachers. Students may be excused from a class to attend a college interview at the discretion of the classroom teacher or counselor.

RHODE ISLAND HIGH SCHOOL DIPLOMA SYSTEM

The new Rhode Island High School Diploma System evolved directly from the Board of Regents' High School Regulations of 2003. For more information about the diploma system and graduation requirements: R.I. Department of Education Website: www.ride.ri.gov. Beginning with the class of 2008, high school graduates were able to demonstrate proficiency in standards-based content as well as applied learning skills. By 2008, a school's new Diploma System incorporates course work, knowledge and skills, state testing, and local assessments. Narragansett High School is using Portfolios and Senior Projects as our local assessment components.

While this new Diploma System may seem a bit overwhelming, its goal is to ensure our graduates are appropriately prepared for college, the workforce, or the military. The teachers and staff will guide students and parents through this new diploma system. Please call Narragansett High School for more information.

Tentative Guidance Calendar 2017-2018

(Please verify exact dates in guidance)

September 5, 2017	School Starts Grades 9-12
September 14, 2017	Open House
September 19, 2017	Senior & Freshmen Parent Information Night 7:00 PM - Auditorium
October 4, 2017	Extended Hours for Senior Parents 2:00-7:30 pm
October 7, 2017	SAT
October 11, 2017	PSAT Test during the school day Grades 9-11 7:30 am
	Extended Hours for Senior Parents 2:00-7:00 pm
October 18, 2017	Extended Hours for Senior Parents 2:00-7:00 pm
October 25, 2017	Extended Hours for Senior Parents 2:00-7:00 pm
November 1, 2017	Extended Hours for Senior Parents 2:00-7:00 pm
November 4, 2017	SAT
November 8, 2017	Extended Hours for Senior Parents 2:00-7:00 pm
November 14, 2017	Guidance Advisory Meeting 7:00 pm - Guidance Office
	Financial Aid Night 7:00 PM - Media Center
December 2, 2017	SAT
January 9, 2018	Guidance Advisory Meeting 7:00 pm - Media Center
January 11, 2018	Junior Parent Night (College Info. Part 1) 7:00 PM - Auditorium
January 23, 2018	8th Grade Parent Night 7:00 PM - Auditorium
February 13, 2018	Guidance Advisory Meeting 7:00 pm - Guidance Office
	Graduation Portfolio Night 7:00 pm - Media Center
March 10, 2018	SAT
March 13, 2018	Guidance Advisory Meeting 7:00 pm - Media Center
April 5, 2018	Junior Parent Night (College Info) 6 pm - Media Center
	NHS College Fair 6:30 pm - Gymnasium
April 11, 2018	Career Fair - Grade 10 - Cafeteria (Setup is at 6 pm on April 10)
April/May 2018	Honor Society Induction
April/May 2018	College Fair (Providence)

May 7th-18th, 2018	AP EXAMS - Room 610
May 5, 2018	SAT
May 18, 2018	Junior Book Awards Ceremony 7:30-8:30 am - Media Center
June 8, 2018	Top Ten Reception 8:00-8:45 am - Media Center
June 2, 2018	SAT

Responsibilities of college bound juniors and seniors are listed below.

SENIOR CALENDAR - CLASS OF 2018

(Confirm with Guidance Office for Exact Dates)

Sep-Dec 2017	Visit colleges and meet with representatives of colleges and career fields that visits our school
Sep-Dec 2017	Post high school and college planning sessions with guidance counselors
September 19, 2017	Senior Parent Information Night -7:30 PM -Auditorium
November 14, 2017	Financial Aid Night – 7PM – Media Center
January, 2018	File the Financial Aid Form online at www.fafsa.ed.gov
May 7th-18th, 2018	Advanced Placement Tests
June 10, 2018	Senior Athletic Banquet
June 11, 2018	Senior Prom
June 13, 2018	Senior Banquet
June 14, 2018	Graduation – 6:30 PM (Ryan Center – URI)

JUNIOR CALENDAR - CLASS OF 2019

(Confirm with Guidance Office for Exact Dates)

October 11, 2017	<u>P</u> reliminary <u>S</u> cholastic <u>A</u> ptitude <u>T</u> est/National Merit Scholarship Qualifying Test for all Juniors (During the School Day)
January 11, 2018	Junior Parent Information Night- 7PM - Auditorium
Spring/Summer, 2018	Visits to colleges, Essay Writing

SOPHOMORE CALENDAR - CLASS OF 2020

(Confirm with Guidance Office for Exact Dates)

October 11, 2017	Preliminary Scholastic Aptitude Test (PSAT, during the School Day)
April 11, 2018	Career Fair

FRESHMAN CALENDAR - CLASS OF 2021

(Confirm with Guidance Office for Exact Dates)

September 19, 2017	Freshman Parent Information Night -7:30 PM - Auditorium
October 11, 2017	Preliminary Scholastic Aptitude Test (PSAT, during the School Day)

ORGANIZATIONS AND ACTIVITIES

AFTER SCHOOL ACTIVITIES

All school functions held after regular class hours are considered part of the entire educational program and as such are governed by the general regulations applicable at all other times. The following procedures must be followed for the recognition of school clubs and organizations by the Student Council and the school administration:

1. The club or organization must develop a constitution which specifies the purpose, functions and needs of the group.

2. Included in its plan for operation must be proposed budget figures which indicate the cost involved and the means by which it plans to subsidize its activities. If the advisor is to be paid, this must be stipulated in advance and is subject to School Committee approval.
3. There will be no size limitation; rather, the number of members must be commensurate with the activity and the amount of interest displayed.
4. The constitution must be presented to the Executive Committee of the Student Council for consideration. It will be presented at one council meeting and acted upon at the next.
5. Since it is not the purpose of these procedures to interfere with those clubs and organizations which presently exist and seem to be quite widely accepted in their function and operations, it is proposed that recognized school clubs and organizations which do exist be given approval under a grandfather clause, that they be allowed to continue to operate as they have in the past subject to rules established for all school clubs. Any change in function or purpose or status of the advisor requires the submission of a constitution to the council.
6. Student Council approval is the necessary first step in a series of actions which an organization must encounter on its way to existence. The ultimate approval, especially as regards educational philosophy and financial support, must come from the School Committee through its designated agents, the Superintendent and the School Administration. The acceptance of a club organization by the Student Council will be passed on to the school administration, superintendent's office and school committee for approval.
7. Recognition of a club or organization brings with it all the benefits of existing clubs and organizations in the use of school facilities and fund raising. It assumes the responsibilities of existing organizations in the acceptance of established policies and restrictions which will govern all school clubs and organizations.
8. In order to avoid conflicts, two fund raising activities that are service oriented will be permitted.

ACADEMIC DECATHLON

The United States Academic Decathlon is a team competition wherein students match their intellects with students from other schools. Students are tested in ten categories:

*Art, Economics, Essay, Interview, Language and Literature,
Mathematics, Music, Science, Social Science, and Speech*

Gold, silver and bronze medals are awarded for individual events and total scores. Winning teams advance through the local, regional, and state levels of competition. The State champions compete at the national finals.

ATHLETICS

Narragansett High School offers a comprehensive program of sports for both boys and girls.

FALL

BOYS

Varsity Soccer
Varsity Cross Country
Varsity Football
Unified Volleyball (Co-Ed)
Football Cheerleading (Co-Ed)

GIRLS

Varsity Soccer
Varsity Cross Country
Varsity Tennis
Varsity Volleyball

WINTER

BOYS

Varsity Basketball
Varsity Wrestling
Ice Hockey (Regional Cooperative Team)
Indoor Track & Field (Co-Ed)

GIRLS

Varsity Basketball
Varsity Swimming
Competitionn Cheerleading (Co-Ed)
Ice Hockey (Regional Cooperative Team)

SPRING

BOYS

Varsity Baseball
Varsity Tennis
Varsity Lacrosse
Varsity Golf (Co-Ed)

GIRLS

Varsity Softball
Varsity Lacrosse
Outdoor Track & Field (Co-Ed)
Unified Basketball (Co-Ed)

JV schedules are created, if the numbers for participation warrant. All school rules apply to all athletes, as well as the rules outlined in the Narragansett High School Athletic Handbook.

CLASS OFFICERS

Class officers are responsible for providing the leadership to their respective classes. They work closely with the administration and class advisors in determining and planning class activities. Elections for the following year are usually held in the month of May. Each class elects a President, Vice President, Corresponding Secretary, Recording Secretary and Treasurer. There are several election guidelines that must be emphasized:

1. A student can only be elected to one position. Students can be elected to Student Council and be Class Officers. We currently have, and have had in the past, Class Presidents be Student Council President. It is a small school, leaders are sometimes scarce.
2. Only those students who turn in the required petition by the designated time will have their name on the ballot.
3. The election takes place in advisory. A student who is absent has a right to vote the next day they can, regardless of the potential change in outcome, they have the right.
4. In order to be elected on the first ballot, a student must receive a majority vote. If not, a run-off election will be held. The winner will then be the student with the most votes.

Elections are conducted by the advisor. The detailed NHS election procedure is available from class advisors.

ENVIROTHON

Envirothon is a hands-on interscholastic competition of the student's environmental knowledge. Two 5-member teams attend weekly training through the year and attend an all day State competition in May. If the team wins the State competition, they will advance to the North American Envirothon during the summer.

FUTURE FARMERS OF AMERICA (FFA)

A national organization comprised of students enrolled in the horticulture program. FFA members are actively involved in educational, recreational and leadership activities. Members have the opportunity to compete at the state, regional, and national level.

INSTRUMENTAL ENSEMBLE

Instrumental Ensemble is open to all students with a strong musical background and enthusiasm. This group will complement the concert band and work on literature selected by the students for solo instrument(s) or small ensembles. This organization will participate in the winter and spring concerts. Band festivals are optional. Rehearsals will be held after school on a regular basis.

JAZZ ENSEMBLE

An exciting and popular group open to the following instruments: sax (alto, tenor, baritone), trumpet, trombone, guitar, bass, set drums and keyboards (piano, synth). Students who play concert instruments (flute, clarinet, etc...) will receive extra help in converting. Music styles will include swing, rock and jazz ballad. This group will meet during the first semester and perform at the Holiday Concert as well as other gatherings upon request. Membership is by audition only. Please check for rehearsal schedule.

MATH TEAM

The main purpose of the Math Team is to stimulate more sustained and intensive effort in solving math problems. The Rhode Island Math League, RIML, sponsors four math meets per year where students compete with other students throughout the state for team recognition, and also for individual distinction. The results are published statewide and the test solutions then become available to all competitors. At the end of the season, the top teams in the state compete again in April for the state championship. Individual members may also try out in the spring for the R.I. Math Team, which then competes at a regional competition sponsored by the Atlantic Regional Math League, ARML. Membership is open to all serious math students.

MOCK TRIAL

The Mock Trial Team investigates the facts of a legal case, analyzes witness statements, explores relevant legal authorities concerning the case, and learns appropriate procedural guidelines for the defense and prosecution teams in a court of law. The team will then apply this knowledge to an assigned court case and compete against other high school teams within the State. Team competitions will occur in various State Courthouses. The Mock Trial Team is an excellent way to learn about the criminal justice and legal professions. It will help you develop your speech, debate, and theatrical skills. It is also an excellent way to improve your knowledge of American law and the U.S. Constitution.

MODEL LEGISLATURE TEAM

The Model Legislature Team at Narragansett High School has had great success in introducing students to the actual process of a legislative session. Students compete with other high school teams to develop legislative bills, debate the merits of those bills, and vote to pass the bills into legislative “law.” Students participate in various team positions such as legislative clerk, lobbyist, State Representative, or State Senator. Students with two years of experience in the program compete for positions such as Legislative Committee Chairperson, Conservative or Liberal Party leadership positions, Speaker of the House of Representatives, or President of the State Senate. The team begins preparing for the competition in October, and the season ends in late March or early April.

Meetings are mandatory. The final day of the competition occurs in the legislative chambers at the State House in Providence. This is a great activity for anyone interested in criminal justice, law, business, or education as a career.

NATIONAL HONOR SOCIETY

The Mariner Chapter of the National Honor Society is an affiliate of the National Honor Society through Narragansett High School’s membership in the National Association of Secondary School Principals.

The first step toward becoming an honor society member is that a student must achieve a minimum cumulative average of 87% over the first two years at the high school and be in the top 20% of their class. Having attained this average does not mean that the student is automatically a member. The honor society member must meet and maintain four pillars; the scholarship is just one. It is, however, the one that earns the student the initial invitation to the informational meeting. The other pillars are service, leadership, and character.

In the fall of the school year, junior and senior students who meet the academic requirement for membership are informed through a letter delivered to the Advisory and are invited to attend an informational meeting. At that meeting the students learn about the membership requirements and expectations, the application process, and the appeal process as well as the four pillars that must be met.

The expectation is that incoming juniors accumulate thirty (30) documented hours of service after their acceptance into the society and forty (40) for the senior year for a total of seventy (70) documented hours over the two years. Incoming seniors must present thirty (30) documented hours once they have been accepted for membership. The further expectations are that the student continues to maintain the required

academic average, perform in leadership roles, and experience no character infractions all the while being a stellar role model in the school and community.

New members will be assigned mentors, and the formal induction will be held in the spring of the school year. Please visit the school website: www.nhs.nssk12.org for more information.

RHODE ISLAND HONOR SOCIETY

Membership in the Rhode Island Honor Society is open to those seniors who achieve an average of 85 or a cumulative grade point average of at least 3.0 at the end of the first semester in grade 12 and meet all other requirements outlined in the Rhode Island Honor Society constitution.

STUDENT COUNCIL

The Student Council represents the student body in matters pertaining to school government. It sponsors freshman orientation, dances, pep rallies, and homecoming events among other activities and donates to various charities during the year. All students are encouraged to attend meetings and actively participate in all activities as well as to bring issues before the council. Any student or organization interested in publicizing an activity should contact the faculty advisor. Elections for Student Council for the following year are usually held in the month of May. Each class may send up to 8 representatives to serve on Student Council. The officers are elected by grades 9, 10, and 11 and the president(s) must be a member of the upcoming senior class. There are several election guidelines that must be emphasized:

- 1) A student can only be elected to one position in Student Council.
- 2) Only those students who turn in the required petition by the designated time will have their name vetted and placed on the ballot.
- 3) The election takes place in Advisory.
- 4) In Order to be elected on the first ballot, a student must receive a majority vote. If not, a run-off election will be held. The winner will then be the student with the most votes.

Elections are conducted by the advisor. The detailed NHS election procedure is available from the main office and/or Student Council advisor(s).

STUDENTS AGAINST DESTRUCTIVE DECISIONS

(S.A.D.D.) is a group of concerned teenagers who have banded together to join in the fight against the number one killer of young people - drunk driving. S.A.D.D. is designed to better educate students about drinking and driving. The main goal is to improve young peoples' knowledge and attitudes about alcohol and drugs and to help them make healthy decisions regarding substance abuse and its consequences. Any student in grades 9 - 12 is eligible to become a part of the group by attending a meeting once a week and helping with planning and implementing programs at the high school.

THEATER PRODUCTION

A major theater production is presented in the spring. An informational assembly is held to apprise the school community about this event. Interviews and auditions are scheduled in order to determine interest and to select the cast, crew, and production staff for the play. Each year, a play is chosen which can best be produced by willing and able members of the school community.

WORLD LANGUAGE CLUB

The World Language Club provides students from French, Italian and Spanish classes the opportunity to interact and organize various international activities. The officers and the members of the club meet twice a month to plan the International Christmas Dinner, Foreign Language Week and Foreign Language Honors' Night.

OTHER STUDENT GROUPS

ACT Team (Tolerance Team); GSA Group (Gay, Straight, Alliance); VASSA Group (Varsity Athletes Against Substance Abuse).

FACILITIES AND MAINTENANCE UPDATES

Asbestos Management Plan

The Asbestos Hazard Emergency Response Act (AHERA), signed into law on October 22, 1986, requires all local education agencies to identify asbestos containing materials in their buildings and take appropriate action to control the possible release of asbestos fibers. We are required to inform all personnel and occupants at least once a year about inspections, response actions, and post response activities including periodic re-inspection and surveillance activities, which are planned, or in progress.

In September 2017 a three-year AHERA inspection of Narragansett Elementary school will be conducted. Bi-annual re-inspections of all schools were conducted in February 2017 and August 2017. All our asbestos related information, including the results of any inspection and corresponding recommendations have been compiled in the asbestos management plan, which is available for review. A copy of the management plan is located in the Division of Operations Office and is available for inspection during normal hours.

Please contact me at (401)792-9416 if you would like to make arrangements to inspect the management plan.

Please contact Steve Gormley at (401)792-9416 if you would like to make arrangements to inspect the management plan. Additionally, please refer to for more details outlining District Policy as it pertains to Asbestos and Asbestos Management Plans within Narragansett Schools at www.narragansett.k12.ri.us/Policy

Integrated Pest Management Plan

The Narragansett Schools follow a pest management plan whereas control is achieved using progressive steps including:

- Selection of the least hazardous method and/or materials that will provide effective for control of targeted pests.
- Non-chemical prevention of pests using methods such as sanitation, exclusion, and cultural methods.
- Application of pesticides only, “as-needed” to correct verified problems.
- Precision targeting of applied pesticides to areas not contacted or accessible to the children, faculty and staff.

Notifications will normally be made to registered staff and parents/guardians at any building **before** any pesticide application. Staff, parents/guardians are reminded that they can request “pre-notification” of any pesticide application. Written “pre-notification” request should be submitted to the principal at each building. These requests must be resubmitted at the beginning of each school year, or when you, or in the

case of a parent/guardian your child enters the school building. The request must include your name, complete address including telephone and e-mail when possible.

Emergency pesticide applications may occur, when a sudden need to mitigate or eliminate a pest which threatens the health & safety of a student or staff member. In the event that an, “emergency” application of a pesticide occurs, notifications will be forwarded no later than the day of the application.

All notifications will include:

- The affected building and the applications location.
- The common trade name of the pesticide.
- The EPA registration number
- The targeted pest.
- The date of the application
- A School Administrator’s contact information to call if you have any further questions.

Since our last, “annual” notification:

- No pesticide application occurred at Narragansett High School.

Please refer to www.narragansett.k12.ri.us/Policy for more details outlining District Policy as it pertains to Pests and Pest Maintenance within Narragansett Schools.

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**NARRAGANSETT SCHOOL SYSTEM
2017– 2018 SCHOOL CALENDAR**

**NARRAGANSETT HIGH SCHOOL
FLOOR PLAN**

**Narragansett School System
Request to Withhold Selected Student Information
(to Parents, Guardians, Students over 18)**

Please **do not** release directory information without my prior written consent to:

_____ School Publications

_____ Military Recruiters

_____ Institutions of High Education

Name of student(s): _____

Parent/Legal Guardian: _____
(or student 18 or older)

Signature & Date: _____

This form must be submitted to the school office by October 6, and it will be in effect until the beginning of the next school year.

PHOTO/VIDEO/DIGITAL AGREEMENT

I, _____, give my permission to the Narragansett Public Schools to use all images, sound, and videography of my child recorded during school activities for educational and promotional purposes. I understand and agree to allow The Narragansett Public Schools to use all photography, videography, and audio recordings of my child in any present or future media, including television and internet broadcast. These publications may include social media sites and other internet sources for purposes of highlighting our work as a district. As a guardian you reserve the right to revoke permission at any time.

Parent Signature *Date* _____

**NARRAGANSETT HIGH SCHOOL
 STUDENT/PARENT HANDBOOK
 2017-2018**

SIGN-OFF SHEET

Dear Student and Parent/Guardian:

Signed return of this page signifies that you have reviewed and are aware of the contents of the Narragansett High School Handbook for Students and Parents. Please put your handbook in a safe place for easy reference throughout your high school years. Students and parents can access the handbook online at

www.narragansett.k12.ri.us

After filling out the Student Information form on the opposite side of this form and after review of the handbook and signature of this page, please have your son/daughter return this form to his/her Advisory teacher as soon as possible but no later than Friday, September 16th. It is essential that we receive this signed page indicating your review of the handbook -- we will be contacting you if we do not receive it by September 30th.

Thank you for your support.

Student (Please Print) *Grade* *Advisory Teacher*

Student Signature

Parent/Guardian (Please Print) *Date* *Parent Signature*

SCHOOL COLORS.....RED AND WHITE

SCHOOL MASCOT.....MARINER



**Narragansett High School
Alma Mater
“Onward March the Mariners”**

Verse 1: Onward march the Mariners,
 to the challenge that is heard.
Our will to strive is undenied,
 to seek the truth until we find.

**Refrain: Before us roll the churning seas,
 forever rolling ever free.
Inspiration we’ve renewed
 at Narragansett High School.**

Verse 2: Driving forward toward our goals,
 pursuing knowledge as we grow.
United by a spirit free,
 determined always to succeed.

Refrain: Before us roll.....

Verse 3: Our memories will always live,
 the future now is ours to give.
We’ve come to know the roads gone by,
 the ones from Narragansett High.

Refrain: Before us roll.....