

Shaker Regional School District
 58 School St., Belmont, NH 03220
 Phone: 603-267-9223 Fax: 603-267-9225

Website: www.sau80.org

School Year Office Hours: Monday – Friday 8:00 – 4:30

Summer/Vacation Week Office Hours: Monday – Friday 7:30 – 4:00

Michael Tursi	Superintendent of Schods	mtursi@sau80.org
Debbie Thompson	Business Administrator	dthompson@sau80org
Alicia Sperazzo	Administrative Assistant to the Superintendent	asperazzo@sau80.org
Doug Ellis	Director of Buildings and Grounds	dellis@sau80org
Jason Hills	Director of Information Technology	jhills@sau80org
James Bureau	Systems Engineer	jbureau@sau80org
Brandon Patterson	Computer Technician	bpatterson@sau80org
Tonyd Mitchell-Berry	Director of Student Services	tmitchell-berry@sau80org
Meghan Delisle	Admin. Asst. to the Director of Student Service	mdelisle@sau80org
Laurie Cowan	Payroll Clerk / I4 See Coordinator	lcowan@sau80org
Kristin Marshall	Business Office Clerk	kmarshall@sau80org

2016-2017 School Board Members

Heidi Chaney	2015-18	hhutchinson@sau80org	783-4720
Robert Reed, VC	2014-17	rreed@sau80org	783-9072
Sean Embree, Chair	2016-19	sembree@sau80org	528-1905
Patty Brace	2015-18	pbrace@sau80org	520-6255
Gretta Olson-Wilder	2014-17	golsonwilder@sau80org	524-2780
Jennifer Sottak	2014-17	jsottak@sau80.org	528-1072
Jodie Martinez	2015-18	jamartinez@sau80.org	545-7283

Meeting agendas and minutes are posted on the district website at
<http://www.sau80.org/schoolboardinfo/meetingagendasandminutes.html>

School Board Policy information is available at
<http://www.sau80.org/Policy%20Manual/policymanual.html>

**Shaker Regional School Board Meeting Schedule
 2016-2017**

July 12, 2016.....Belmont Middle School
 August 9, 2016....Canterbury Elementary School
 September 13, 2016....Belmont High School
 October 11, 2016.....Canterbury Elementary School
 November 8, 2016...Belmont Elementary School
 December 13, 2016...Canterbury Elementary School
 January 10, 2017....Belmont Middle School
 February 14, 2017...Canterbury Elementary School
 March 14, 2017.....Belmont High School
 April 11, 2017...Canterbury Elementary School
 May 9, 2017....Belmont Elementary School
 June 13, 2017....Canterbury Elementary School

Who to Contact with Questions in Each of the Schools

Belmont Elementary School

26 Best Street, Belmont, NH 03220
 Phone: 603-267-6568 Fax: 603-267-6136
 Website: <http://beselem.sau80.org/>

Sheila Arnold	Principal	samold@sau80.org	Ben Hill
	Associate Principal	bhill@sau80.org	
Rachelle Ashley	School Nurse	rashey@sau80.org	Curt Colby
	School Counselor	ccdby@sau80.org	
Annette Belanger	School Counselor	abdanga@sau80.org	
Lisa Tuthill	Secretary	ttuthill@sau80.org	

Canterbury Elementary School

15 Baptist Rd., Canterbury, NH 03224
 Phone: 603-783-9944 Fax: 603-783-4981
 Website: <http://ceselem.sau80.org>

Mary Morrison	Principal	mmorrison@sau80.org
Mary Jo Reed	Nurse	mreed@sau80.org
Martha Madsen	School Counselor	mmadsen@sau80.org
Sand Dougherty	Secretary	sdougherty@sau80.org

Belmont Middle School

38 School St., Belmont, NH 03220
 Phone: 603-267-9220 Fax: 603-267-9228
 Website: <http://middle.sau80.org/>

Aaron Pope	Principal	apope@sau80.org
Timothy Saunders	Associate Principal	tsaunders@sau80.org
Irene Mackes	Nurse	imackes@sau80.org
Blake	School Counselor	ablake@sau80.org
Julia O'Brian	School Counselor	jobrian@sau80.org
Stacy Kruger	Secretary	skruger@sau80.org
Cheri Drake	Secretary	cdrake@sau80.org

Belmont High School

255 Seavey Rd., Belmont, NH 03220
 Phone: 603-267-6525 Fax: 603-267-5962
 Website: <http://highschool.sau80.org/>

David Williams	Principal	dwilliams@sau80.org
Christopher Tebo	Associate Principal	ctebo@sau80.org
Erica Knolhoff	Athletic Director	ekndhoff@sau80.org
Susan Rubee	School Nurse	srubee@sau80.org
Lisa Ransom	Director School Counseling	lransom@sau80.org
Julie Haubrich	School Counselor	jhaubrich@sau80.org
Caryn O'Connell	Guidance Secretary	ccoconnell@sau80.org
Louise Picham	Secretary	lpicham@sau80.org
Angie Conway	Secretary	aconwaysau80.org

ENGLISH

Megan Beauchesne

Kelly Hamilton(**Division Leader**)

Brian McNabb

Angela Pitrone

PHONE**EXTENSION**

1404

1210

1212

1214

EMAILmbeauchesne@sau80.orgkhamilton@sau80.orgbmcnabb@sau80.orgapitrone@sau80.org**MATH**

Donna Delgado

David McDonald(**Division Leader**)

Linda Otten

Allan Sheehy

Charles(Chick) Tautkus

PHONE**EXTENSION**

1209

1114

1112

1403

1110

EMAILddelgado@sau80.orgdmcdonald@sau80.orglotten@sau80.orgasheehy@sau80.orgctautkus@sau80.org**SCIENCE**

Kevin Charleston

Scott Clark

Adrien Deshaies

Sarah Deuell

Aaron Hayward(**Division Leader**)**PHONE****EXTENSION**

1111

1109

1108

1122

1107

EMAILkcharleston@sau80.orgsclark@sau80.orgadeshaies@sau80.orgsdeuell@sau80.orgahayward@sau80.org**SOCIAL
STUDIES**Tonya Angwin(**Division Leader**)

Mike Foley

Megg Lynch

Liz Tardugno

PHONE**EXTENSION**

1204

1202

1216

1208

EMAILtangwin@sau80.orgmfoley@sau80.orgmlynch@sau80.orgetardugno@sau80.org**LANGUAGE**

Rosa Blais-Spanish(1 block)

Sharon Hampton-Spanish

Edee Takantjas-French

PHONE**EXTENSION**

1401

1207

1205

EMAILrblais@sau80.orgshampton@sau80.orgetakantjas@sau80.org

TECHNOLOGY

John Frick	1106	jfrick@sau80.org
Rachel McGarghan	1211	rmcgarghan@sau80.org

BUSINESS

Jeff Malcolm	<u>PHONE</u> <u>EXTENSION</u> 1402	<u>EMAIL</u> jmalcolm@sau80.org
--------------	--	---

SPECIAL ED

Dan Geoffrey	<u>PHONE</u> <u>EXTENSION</u> 1304	<u>EMAIL</u> dgeoffrey@sau80.org
Rebecca Lake	1104	rlake@sau80.org
Alex Takantjas	1101	atakantjas@sau80.org

ART

Joe Cilley	<u>PHONE</u> <u>EXTENSION</u> 1113	<u>EMAIL</u> jcilley@sau80.org
------------	--	---

HEALTH

Laura Lavallee	<u>PHONE</u> <u>EXTENSION</u> 1105	<u>EMAIL</u> llavallee@sau80.org
----------------	--	---

PHYSICAL EDUCATION

Patty Bates	<u>PHONE</u> <u>EXTENSION</u> 1361	<u>EMAIL</u> pbates@sau80.org
-------------	--	---

**LIBRARY/MEDIA
CENTER**

Ben Russell	<u>PHONE</u> <u>EXTENSION</u> 1201	<u>EMAIL</u> brussell@sau80.org
-------------	--	---

BAND/MUSIC

Lauren Fountain	<u>PHONE</u> <u>EXTENSION</u> 1150	<u>EMAIL</u> lfountain@sau80.org
Scott Lounsbury-Chorus (1 block)	2121	slounsbury@sau80.org

NURSE

Sue Rubbe	<u>PHONE</u> <u>EXTENSION</u> 1321	<u>EMAIL</u> srubbe@sau80.org
-----------	--	---

BHS Daily Daily Schedule 2016-17

Block 1	7:25-8:51	86 min
Block 2	8:54-9:36	44 min
Block 3	9:38-10:22	44 min
Power Hour	10:22-11:20	58 min (incl.lunch)
Block 4	11:20-12:46	86 min
Block 5	12:49-2:15	86 min

B H S P T O

BHS PTO is looking forward to the 2016-2017 school year!

The mission of the Belmont High School (BHS) PTO is to support the BHS administration, staff, parents and students in maintaining BHS as a school of excellence. Activities we will be engaged in will include, but not be limited to, applying for available grants, educating parents on topics of interest, fundraising, and identifying and supporting student programs to promote educational excellence.

The BHS PTO was formed in 2012 and has had success in a variety of endeavors including a Mom Prom, Old Home Day, Taco Bar booths, college workshops and more.

Our most recent event was an “It Takes a Village” workshop on drug addiction and awareness, treatment, and prevention. We had over 150 attendees with a large portion being BHS students. We will be continuing this series on October 11th with new panel members. Please mark your calendars now !

We will also be offering a new Vendor Bingo fundraiser event on October 18th. This event will be held at the

VFW in Laconia. Those attending will purchase bingo cards at the door and ten different vendors will host games with their products as the prizes! Vendors will also have tables set up with cash and carry items and will take reservations for parties.

The PTO Holiday Fair Kids’ Shop is held at the BHS FBLA Holiday Fair on November 12th. Children and teens shop with PTO members and wrap their gifts to keep presents a surprise ! Most items priced between \$1 and \$5 each.

Officers for the 2016 to 2017 school year are: Donna Iacopucci, President; Colleen Akerman, Secretary; Irene Mackes, Treasurer; and Gretta Olson-Wilder, Community Liaison.

Future plans are to schedule speakers on topics of interest for both students and parents, create resources for students, support BHS curriculum enhancements, and respond to the needs of students, administration and staff in maintaining BHS as a school of excellence. We will also be working tirelessly to raise funds to support our mission.

You can help the BHS PTO by completing the **Membership Information**

Form, which will be included in student packets on the first day of school. Members will receive information about PTO events, activities and opportunities to volunteer and support the PTO. No commitments required to become a member. Participate as much as your schedule will allow.

PTO Notices are included in the daily bulletin, which is emailed to parents from BHS. We also send minutes and agendas through the daily bulletin so everyone can stay updated on our activities.

A collection box is available in the lobby for recycling ink cartridges, cell phones, laptops and small electronics. This is a continuous **fundraiser** for BHS PTO. We also accept BoxTops to share with our other schools.

We welcome your input, suggestions and concerns. Please contact Donna Iacopucci at donnaike@metrocast.net.

BHS PTO monthly meetings are held on the 3rd Thursday of the month in the Guidance Office Conference Room at 6 pm. We look forward to meeting you and hope to see you at our events

Belmont High School Mission Statement

“The mission of Belmont High School is to develop contributing members of society who are communicators and lifelong learners.”

IMPORTANT PHONE NUMBERS

SRSD Superintendent’s Office	267-9223	Belmont High Fax	267-5962
Belmont High Main Office	267-6525 ext. 0	SRSD Special Education Director	267-9222
Belmont High Guidance Office	267-7338 ext. 1340	First Student –Bus Company	524-1787
Belmont High Athletic Dept.	267-6525 ext. 1362		

ADMINISTRATION

Mr. Michael Tursi Superintendent
Mr. David Williams Principal Belmont High School
Mr. Christopher Tebo Associate Principal BHS

Ms. Lisa Ransom Director of School Counseling
Mrs. Tonyel Mitchell-Berry Director of Special Education/ESOL Coordinator SRSD
Mr. Doug Ellis Director of Building and Grounds SRSD

SCHOOL HOURS

The school’s cafeteria, lobby area, library, and corridors will be open to bus students upon their arrival after 7:00, and until 7:25. Students should not enter the building until 7:00 am. Upon arrival to the school, each student must enter the building. Leaving without permission or loitering outside the building is not permitted. Students entering after the 7:15 bell should proceed to their first class. All students must be in their first block class by 7:25 am. Dismissal occurs at 2:15pm. A faculty member or coach must supervise students remaining after school hours.

School Cancellation/Delay/Early Release:

1. Connect-Ed will call homes
2. TV-WMUR-Channel 9
3. Radio-WLNH 98.3 & WJYY 105

SHAKER REGIONAL SCHOOL DISTRICT ADMINISTRATIVE RULES AND PROCEDURES

COMMUNICATION SERVICES-COMPUTER AND INTERNET ACCESS CODE EGA - R&P

Includes:

- | | |
|---|---|
| 1) Student Acceptable Use Computer Policy | 3) Staff Acceptable Use Computer Policy |
| 2) Student Acceptable Use Agreement for Personal Wireless Devices | 4) Digital Media Access Form |

STUDENT ACCEPTABLE COMPUTER USE POLICY

Purpose of this Document

To establish a policy to promote efficient, secure, ethical and legal use of the Shaker Regional School District's (SRSD) computer information system. This policy applies to all users of the computer information systems located or accessed in the SRSD as well as users who obtain their access privileges through association with the SRSD.

Introduction

Today we live in a world that makes it possible for people to communicate globally. Through the use of new technologies in telecommunications, such as computer networks, and the Internet, people are capable of gaining and sharing vast amounts of information with others from their businesses, homes and schools. These technologies make it possible for students in the SRSD to research thousands of libraries, universities, and databases for information related to appropriate subjects taught in their classrooms.

The SRSD computer information systems, with/or without Internet access, are provided for the use of all students and staff.

The SRSD is required by NH Law (RSA 194:3-d) to have an Acceptable Use Policy. RSA 194:3-d "School District Computer Networks" states:

1. "Every school district which has computer systems or network(s) shall adopt a policy which outlines appropriate and acceptable use, as well as the inappropriate and illegal use, of school district computer systems and networks, including, but not limited to, the Internet."
2. "All users of school district computer systems and/or networks who intentionally violate the district policy and who intentionally damage the computer system and/ or the network shall assume legal and financial liability for such damage. For purposes of this section, "user" means any person authorized to access the school district's computer systems or network, including, but not limited to, the Internet." Source. 1997, 285:1, eff. Jan. 1, 1998.

Definition

The definition of "computer information systems" is any configuration of computer hardware and software that connects users. This includes all internal (intranet) and external (Internet) connections, as well as all of the computer hardware, operating system software, application software, stored text and data files. This also includes electronic mail, local databases, externally accessed databases, recorded magnetic or optical media, clip art, digital images, digitized information, communications technologies, and new technologies as they become available. Stand-alone workstations are also governed by this policy.

Educational Purpose

The SRSD provides resources for teaching and learning; communications services; and business data services by maintaining access to local, regional, national, and international sources of information. The public trusts that each member of the school community will use the SRSD's computer information systems with care and respect, and in accordance with the policies and regulations established by the SRSD. Only authorized users may use SRSD information networks, and the network shall not constitute a public forum. This policy does not attempt to articulate all required and

proscribed behavior by computer information systems users.

The SRSD will endeavor to provide a secure and wholesome Internet experience. The SRSD utilizes Children's Internet Protection Act (CIPA) compliant content filtering mechanisms to filter Internet access. However, it is possible that a user will be able to find ways to circumvent Internet access controls. Students are warned of the potential availability of offensive material on the Internet, and are advised that they are ultimately responsible for their conduct on the Internet. The SRSD will, as part of Information and Communication Technologies Instruction, review, on an annual basis, this policy and general Internet Safety Guidelines with all students.

District Rights

The SRSD reserves the right to:

1. Monitor all activity.
2. Make determinations on whether specific uses of the computer information systems are consistent with the computer information systems usage guidelines.
3. Log network and monitor disk space utilization by users.
4. Determine what appropriate use is.
5. Remove a user's access to the computer information systems at any time it is determined that the user engaged in unauthorized activity or violated acceptable use procedures.
6. Cooperate fully with any investigation concerning or relating to the SRSD's network activity.

Monitoring/Data Retention Policy

1. Teachers and staff will supervise students while accessing SRSD computer information systems. Outside of school, families bear the responsibility to guide their children as they access the Internet just as parents do with other information sources such as television, telephones, movies, and other potentially offensive media.

2. Network administrators will review files and communications periodically to maintain system integrity and insure that users are using the systems responsibly.

3. All log files used by the SRSD for monitoring purposes shall be purged from the system 30 days after the file creation date. These will include all logs currently generated by SRSD firewalls in the schools and the School Administrative Unit (SAU) offices.

4. All files created on the SRSD computer information systems are considered SRSD property. Any right of privacy the user may otherwise have to material that the user has accessed through or stored on the District computer information systems is hereby waived. Students have no rights of privacy with regard to the use of the SRSD's computer information systems.

5. Log file information will be disclosed to persons to the extent provided by law. Any person seeking to view the log file must submit a written request with the Superintendent. The Technology Coordinator for the SRSD will then assist the person viewing the files to prevent the disclosure of personally identifiable student information and other information exempt from disclosure under the law. In other words, a person will not be given log files containing exempt information on disks to take home and filter on his/her own. A person who wishes to review a large number of log entries may be charged an appropriate administrative fee.

User Responsibilities

1. Successful operation of the computer information systems requires that all users conduct themselves in a responsible, decent, ethical and polite manner while using the computer information systems. The user is ultimately responsible for his/her actions while accessing the computer information systems.
2. Users will not respond to any illicit or suspicious activities. Users shall immediately report such activities to an administrator, teacher or staff member.

Usage Guidelines

Acceptable Use

1. Access to the computer information systems within the SRSD is a privilege and must be treated as such by all users.
2. Computer information systems will be used for the purposes of academic research, education, and school-related business and operations. Computer information systems shall not be used for recreational and/or commercial purposes.
3. Any system that requires password access or for which the SRSD requires an account will only be used by the authorized account user. Account owners are responsible for all activity under their accounts.
4. The resources of the SRSD are limited. All users must exercise prudence in the shared use of these resources.
5. All communications and information accessible via any SRSD computer information system shall be treated as SRSD property.
6. All software installation will be done by personnel authorized by the SRSD Technology Coordinator.

All software used on SRSD equipment Unacceptable Use

The SRSD has the right to take disciplinary action, remove computer information systems privileges and/or take legal action, for any activity characterized as unethical and unacceptable. Unacceptable activities constitute, but are not limited to, any activity through which any user: Interferes with or disrupts other computer information systems users, services or equipment. Disruptions include, but are not limited to: distribution of unsolicited advertising, propagation of computer worms, viruses and such, distributing quantities of information that overwhelm the system, and/or using SRSD computer information systems to make unauthorized entry into any other resource accessible via the network.

1. Invades the privacy of individuals or entities or seeks to gain or gains unauthorized access to information resources.
2. Violates institutional or third-party copyright, license agreements or other contracts.
3. Uses or knowingly allows another to use any computer or computer information system to devise or execute a scheme to defraud or obtain money, property, services, or other things of value by false pretenses, promises, or representations.
4. Destroys, alters, dismantles or otherwise interferes with the integrity of computer-based information and/or information resources, including hardware, software, or data.
5. Uses the computer information systems for commercial or political activity.
6. Installs unauthorized software for use on District computers.
7. Modifies computer configuration settings, including but not limited, to file sharing configurations and network settings.
8. Uses the computer information system to access inappropriate materials.
9. Acquires, communicates, creates, submits, publishes, displays or participates in any materials, messages or activities on District computer information systems.
7. nt must be licensed to the SRSD.

Restricted Materials and Actions

To keep users and the SRSD's computer information systems secure, the following are not allowed:

1. Use of personal computers, except when such use is provided by a signed *Student Acceptable Use Agreement for Personal Wireless Devices*.
2. Use of personal email accounts. Users may not access these accounts from the school network. This includes, but is not limited to Hotmail, AOL mail, Yahoo mail, and personal mail accounts through an Internet Service Provider account.
3. Use of peer-to-peer file sharing programs.
4. Use of games, unless for educational purposes and approved by the building principal.
5. Use of online chat rooms or instant message systems, unless for educational purposes and with prior approval of the building principal.
6. Use of social networking sites, unless set up for educational purposes by the student's teacher and with prior approval of the building principal.
7. Use or publication of a student's full name, address and/or email address in conjunction with the SRSD web pages.

Consequences of Violations

The SRSD values the appropriate and responsible use of its computer information system. Any system user identified as a security risk or violating SRSD computer information system guidelines shall be denied access to the SRSD's computer information systems.

Infractions set forth in this agreement may result in suspension or termination of access privileges and/or other appropriate disciplinary action in accordance with SRSD policy. Inappropriate behavior in violation of state and federal statutes will be subject to prosecution by those authorities.

Exceptions

The SRSD Technology Coordinator will, in consultation with administration may make exceptions to any of the previously mentioned restrictions, on an individual basis. Any request for an exception must be based on an academic need, and the decision to allow that exception will be based on the academic need balanced with the SRSD's need to protect its users and property. A separate contract will be created for each exception that outlines the details of that exception, and the responsibilities that go along with it.

Disclaimer

The SRSD makes no warranties of any kind, whether expressed or implied, for the service it is providing. The SRSD specifically disclaims any responsibility

for the accuracy of information obtained through the network and the Internet and the use of any information obtained is the user's risk.

Student Acceptable Use Agreement for Personal Wireless Devices.

This agreement may only be executed by students who have previously returned a *Student Acceptable Computer Use Agreement* form signed by their parent/guardian allowing them to use the Internet at school. This agreement provides additional authorization to access the Shaker Regional School District (SRSD) student wireless network using personal devices. It does not supersede any information in the Student Acceptable Computer Use Agreement.

Because the Internet is an unregulated, worldwide vehicle for communication, information available to staff and students is impossible to fully control. Therefore, SRSD provides this agreement governing the voluntary use of electronic resources and the Internet in order to provide guidance to individuals and groups obtaining access to these resources on personally owned equipment.

Acceptable Devices: Students may access the student wireless network with any device with 802.11 connectivity. Students may only access the network with devices that are their own personal property. (The sharing of devices will result in loss of privilege.)

Content: Filtered access to the Internet will be provided for student-owned devices.

Personal Responsibility: The SRSD assumes no responsibility for the loss of, theft of, or damage to any personal device that a student connects to the student wireless network or any information on that device.

Security: Students shall not impair the security of the SRSD networks. This expectation includes but is not limited to: Students are expected to maintain up-to-date antivirus and antispyware protection on all devices that are connected to the SRSD student wireless network. Devices without up-to-date security programs may be denied access to the network.

Students are expected to safeguard all network passwords. Students should not share network passwords with others and should change passwords frequently. Students are expected to notify an administrator immediately if they believe their student account has been compromised.

No IT Support: Students are responsible for setting up and maintaining the devices that they connect to the network. The SRSD will not provide IT support for student-owned devices.

Authorized Use: Students may use the student wireless network when they are not in class. Students may not use the student wireless network in class unless authorized by the teacher of that class.

Inappropriate Use: The SRSD networks are shared and limited resources and all users have an obligation to use those resources responsibly. Students are provided access to the SRSD student wireless network primarily for educational purposes. Incidental personal use of the network is acceptable, but students should not use the network for personal activities that consume significant network bandwidth or for activities that violate school policy or local law. These include but are not limited to:

1. Online gaming
2. Downloading software, music, movies or other content in violation of licensing requirements, copyright or other intellectual property rights.
3. Downloading, viewing or sharing inappropriate content, including pornographic, defamatory or otherwise offensive material.
4. Conducting any activity that is in violation of school policy or local, state, or federal law.
5. Participating in political activities.

FERPA

The Family Education Rights and Privacy Act (FERPA) affords parents and students 18 years of age or older certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days from the day that the school receives a request for access. Parents or eligible students should submit to the School Principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. Copies shall be made available to parents at a reasonable cost.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Belmont High School to amend a record that they believe is inaccurate or misleading. They should write the School Principal, clearly identifying the part of the records they want changed and specify why it is inaccurate or misleading. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision

and advise them within ten (10) days of their right to a hearing regarding their request for an amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests in the records of the individual student. A school official is a person employed by the school as an Administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform special task regarding the individual student (such as an attorney, auditor, medical consultant, or therapist); such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate education interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to file a complaint with the US Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the office that administers FERPA are:
Family Policy Compliance Office, US Department of Education, 600 Independence Avenue, SW, Washington, DC 20202-4605

CHILD FIND NOTICE: CHILDREN WITH DISABILITIES

The Shaker Regional School District provides special education, related services and accommodations to eligible children with disabilities who reside within the district. The district has a duty to identify, locate, and provide notice of its responsibilities to every child with a disability or every child suspected of having a disability in its jurisdiction, including those who are not receiving a public education. If a child living within the boundaries of the school district, ages 3 through 21, is a child identified with a disability or is suspected of being disabled, the parent/guardian is encouraged to contact one of the individuals listed below. The district will work with parents/guardians to evaluate the child, determine if he/she qualifies for special education and/or special education and related services under the Individuals with Disabilities Education Act (IDEIA), Section 504 of the Rehabilitation Act of 1973 (Section 504), or the Americans with Disabilities Act of 1990 (ADA), and provide a free, appropriate public education to the children to the extent he/she is eligible under these laws. Upon referral, the district will provide parents/guardians with notice of procedural safeguards under the applicable law(s).

On an annual basis, the Shaker Regional School District contacts all approved nonpublic private schools (including religious elementary and secondary schools) within its geographic boundaries. The district shall conduct a consultation meeting and advise school officials of the district's responsibilities to identify and evaluate all students who are suspected of or known to be a child with a disability enrolled in such schools, regardless of where the children reside. The district shall conduct Child Find activities that ensure equitable participation of private school students with disabilities and provide an accurate count of those students. All Child Find activities conducted for children enrolled in private schools by their parents/guardians shall be similar to those activities conducted for children who attend public schools in the district. Referrals from approved nonpublic schools shall be forwarded to an appropriate special education team for further consideration. Since the State of New Hampshire does not recognize parent-provided home schooling as a private school, federal and state regulations do not apply. In situations where parents have provided notification of intent to provide home instruction, as permitted under RSA 193-A, a school district's responsibility is limited to Child Find. Annual notification must be provided to inform parents providing home schooling that Child Find services are available, should parents wish to access them

SPECIAL EDUCATION/PROGRAMS FOR HANDICAPPED/DISABLED STUDENTS

The District shall provide a free appropriate public education and necessary related services to all children with disabilities residing within the District, required under the Individuals with Disabilities Improvement Act (IDEIA), Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEIA. For students eligible for services under IDEIA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in state statutes that govern

special education. For those students who are not eligible for services under IDEIA, but, because of disability as defined by Section 504 of the Rehabilitation Act of 1973, need or are believed to need special instruction or related services, the District shall establish and implement a system of procedural safeguards. The safeguards shall cover students' identification, evaluation, and educational placement. This system shall include notice, and opportunity for the student's parent(s)/guardian(s) to examine relevant records, and impartial hearing with opportunity for participation by the students' parent(s)/ guardian(s), and representation by counsel, and review procedure. A copy of the NH Procedural Safeguards Handbook for Special Education may be obtained by calling the Shaker Regional School District, Department of Student Services, (603) 267-9222 (ext. 5306); or may be found on the NH Department of Education website.

NONDISCRIMINATION/ EQUAL OPPORTUNITY

The District shall not discriminate in its education programs, activities or employment practices on the basis of race, color, national origin, age, sex, sexual orientation, religion or handicap under the provisions of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1967 and Title IX of the Education Amendment of 1972 and Section 504 of the Rehabilitation Act of 1973. Neither shall the District discriminate its practices as employment governed by State law. Any person having inquiries concerning the School District's compliance with the regulations implementing these laws may contact the Superintendent of Schools.

MCKINNEY-VENTO HOMELESS ASSISTANCE ACT

This Federal Law entitles children who are homeless to a free, appropriate public education and requires schools to remove barriers to their enrollment, attendance and success in schools. The term "homeless children and youth" means individuals who lack a fixed, regular and adequate night time residence. This includes children and youth who are sharing the housing of persons due to loss of housing, economic hardship or a similar reason and are living in temporary, emergency or transitional shelters.

PUPIL SAFETY AND VIOLENCE PREVENTION POLICY – BULLYING Code JICK

Conduct constituting bullying will not be tolerated in or by the District.

The Shaker Regional School Board believes that all students are entitled to learn in a school environment that is safe and secure. All students are expected to conduct themselves with respect for others and in accordance with this policy, other Board policies and school rules governing student conduct. The Board will take reasonable steps to protect all students from the harmful effects of bullying and cyberbullying that occurs at school and/or that interferes with student learning and orderly school operations.

The Superintendent is responsible for implementing this policy. School principals and/or designees are responsible for enforcing this policy and school rules.

1.1 Definitions

For purposes of this policy, the following definitions shall apply:

- A) "Bullying" means a single significant incident or a pattern of incidents involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at another student which:
1. Physically harms a student or damages a student's property;
 2. Causes emotional distress to a student. For the purposes of this policy, the term "emotional distress" means distress that materially impairs the student's participation in academic or other school-sponsored activities. The term "emotional distress" does not include the unpleasantness or discomfort that accompanies an unpopular viewpoint;
 3. Interferes with a student's educational environment;
 4. Creates a hostile environment; or
 5. Substantially disrupts the orderly operation of the school.

“Bullying” shall also include actions motivated by an imbalance of power based on a student's actual or perceived personal characteristics, behaviors or beliefs, or motivated by the student's association with another person based on the other person's characteristics, behaviors or beliefs, or motivated by the student's association with another person and based on the other person's characteristics, behaviors or beliefs if those actions cause one or more of the results in paragraphs (1) through (5) above.

- B) “Cyberbullying” means conduct defined in section 1.1.A. that takes place through the use of electronic devices. **Due to the increases in “cyberbullying,” the administration of the high school will use very strong consequences including ‘multiple day suspensions from school’ if the actions taken through the use of electronic devices causes any type of a hostile environment or substantially disrupts the orderly process of the school.**
- C) “Electronic devices” include but are not limited to telephones, cellular phones, computers, pagers, electronic mail, instant messaging, text messaging, and websites.
- D) “School property” means all real property and all physical plant and equipment used for school purposes, including public or private school buses or vans.
- E) “Perpetrator” means a student who engages in bullying or cyberbullying.
- F) “Victim” means a student against whom bullying or cyberbullying has been perpetrated.

1.2 Prohibited Conduct

Students are prohibited from bullying and cyberbullying actions or communications directed toward other students which:

- A) Occur on, or are delivered to, school property or a school-sponsored activity or event on or off school property; or
- B) Occur off school property or outside of a school sponsored activity or event, if the conduct interferes with a student's educational opportunities or substantially disrupts the orderly operations of the school or school-sponsored activity or event. Students are further prohibited from retaliating against or making false accusations against a victim, witness or anyone else who in good faith provides information about an alleged act of bullying or cyberbullying. Bullying or cyberbullying of a student on the basis of sex, sexual orientation, race, color, ancestry, national origin, religion, age, marital status, familial status, pregnancy, physical or mental disability may constitute illegal discrimination under federal and/or state laws. Complaints regarding such conduct may be processed through SRSD Board's Nondiscrimination Grievance Procedure (AC-R).

1.3 Reporting Bullying and Cyberbullying

Students who are subjected to bullying or cyberbullying, or who observe bullying/cyberbullying by or against other students are strongly encouraged to report it to appropriate school personnel such as a school principal, assistant principal, guidance counselor and/or teachers. Any school employee or employee of a company under contract with the District (e.g.: for transportation services), who has witnessed or has reliable information that possible incidents of bullying or cyberbullying has occurred are required to report such incidents and/or information to the school principal and/ or designee as soon as possible. Parent(s), guardian(s), and/or other adults should report any concerns about possible bullying or cyberbullying of students to the school principal.

RELEASE OF INFORMATION

It is Shaker Regional School District Policy (JRA) that the following information will be released* unless specifically requested in writing by a parent/legal guardian that it not be. (* All of the following will be released, or NOTHING will be released.)

- Student name
- Address
- Telephone number
- Participation in activities
- Diplomas, degrees, awards
- Photograph

SEXUAL AND OTHER HARASSMENT POLICIES

Shaker Regional School District will not tolerate the harassment of any student, employee or visitor on the basis of sex. Sexual harassment includes unwelcome sexual advances, requests for sexual favors and other verbal, physical or non-physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly a term or condition of employment.
2. Submission to, or rejection of, such conduct by an individual is used as a basis for employment decisions affecting that individual or for the awarding or withholding of favorable employment opportunity, evaluation or assistance.
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's performance at work, or creates an intimidating, hostile or offensive environment in which to work or learn.

Sexual harassment includes a wide range of behaviors, from the actual coercion of sexual relations to unwelcome offensive comments, jokes and innuendo, other sexually oriented statements and unwelcome advances emphasizing sexual identity. Sexual harassment may be indirect and even unintentional. This policy prohibits all such activities whether engaged in by an administrator, principal, supervisor, agent of Belmont High School, co-worker, student or other nonemployee who is on Belmont High School premises or who comes in contact with Belmont High School employees or students. Administrators, supervisors, faculty, staff, students and those in a position of authority should be sensitive to the questions about mutuality of consent that may be raised and to the conflicts of interest that are inherent in personal relationships where professional and/or educational relationships are involved. In addition, Belmont High School will not tolerate harassment on the basis of race, color, religion, gender, national origin, age, disability or for any other unlawful reason.

Unlawful harassment of any sort is a violation of Shaker Regional School District policy and both state and federal law prohibit it. Any student who believes he or she has been subject to sexual or other harassment should report the incident to a guidance counselor, teacher or school principal, who may in turn contact the Personnel Administrator at the Superintendent's Office.

Retaliation against an individual who makes a complaint about sexual or other harassment is a violation of Shaker Regional School District policy and is prohibited by state and federal law. Such retaliation is a form of harassment and will be handled in the same manner as other forms of harassment. Upon receipt of a recommendation that the complaint is valid, the District will take such action as appropriate based on the results of the investigation.

The complainant may appeal the investigator's recommendations to the Superintendent (presuming the Superintendent is not the source of the investigation.) The result of the investigation of each complaint filed under these procedures will be reported in writing, including any disciplinary action taken as a result of the complaint. (SRSD Policy JBAA)

TITLE IX GRIEVANCE PROCEDURES

A grievance is a complaint by an employee, student, parent or group of individuals who feel there has been discrimination based on sex, which would be alleged violation, misinterpretation or misapplication of Title IX provisions. A grievance shall not apply to any matter for which a method of review is prescribed by law or for any rule or regulation of the State Commissioner, State Board of Education, or Department of Labor. Any individual(s) entitled to file a grievance under this policy may contact the Title IX Coordinator (Personnel Administrator) for assistance.

Procedures to be followed are:

Step 1 A grievance should be initiated within 15 working days after the occurrence-giving rise to it. A grievant should first discuss the grievance with the district representative in an attempt to resolve the matter mutually at that time. It shall be the district's grievance representative's responsibility to impartially investigate the complaint and deliver the findings within 10 working days. The representative, if finding in favor of the grievant, shall make recommendations for remediation to the Superintendent of Schools. In the event that the Superintendent concurs with the recommendation(s), he or she shall make every effort to implement such recommendation(s). The Superintendent should advise the grievant of the concurrence and the effort to implement the recommendation(s).

Step 2 If the grievant is not satisfied with the decision in Step 1, he or she may appeal the decision to the Superintendent of Schools within 10 working days after receipt of the district's grievance representative's decision. The appeal shall be in writing and must specify:

- a. The nature of the grievance and the specific provisions of the Title IX that have been violated, misinterpreted or misapplied
- b. The injury or the loss claimed
- c. The remedies sought

The Superintendent of Schools shall investigate the grievance and communicate his/her decision in writing to the grievant within 10 working days of its written receipt.

Step 3 Following step 2, the grievant may request the presence of a third party representative or observer. This privilege will also be offered to the school district. If the grievant is not satisfied with the decision in Step 2, he or she may appeal the grievance to the School Board in writing within 10 days after receipt of the Superintendent's decision. The School Board shall investigate the grievance and render a decision in writing within 10 working days after

Its receipt of the appeal. The School Board may assign a subcommittee to investigate, but the entire Board that is assembled must make the final decision. **Further Alternative Appeal** – If the grievant is not satisfied with, or does not wish to use the district’s procedures, the grievant may report the grievance directly to the **Director of the Regional Office for Civil Rights**.

Designation of Representative – The Superintendent of Schools designates the Personnel Administrator as the Title IX Coordinator and the Special Education Coordinator as the Civil Rights Coordinator for violations of Sections 504 and ESL. The Superintendent of Schools designates CES Principal, Mrs. Mary Morrison as the Title I Coordinator. All alleged violations under Title IX, Section 504, ESL and Title I should be reported to the designated representative as soon as possible so that an investigation may be promptly conducted.

PROGRAM OF STUDIES

INTRODUCTION

The communities of Belmont and Canterbury, which comprise the Shaker Regional School District, share the common goal of a commitment to a quality education for their children. The quality of education offered is geared toward giving the students a strong background of knowledge and skills, which will be needed for a complex world. A primary direction of the school is concerned with the development of ethical character and an understanding of the value of the individual. The school also shares in the responsibility of preparing each student to be an active and positive participant in our democratic society. Belmont High School offers a comprehensive academic program with high expectations and firm minimum standards. The academic program is designed to strengthen the intellectual attributes of the students. A variety of courses suitable to varying levels, aptitudes, and ambitions are offered. Students are taught to think logically and are encouraged to develop the problem-solving skills needed for future years.

ACADEMIC POLICIES AND PROCEDURES

Requirements for graduation, minimum credits for class standing, and requirements for enrollment and course descriptions are included in the Program of Studies. In the spring of the school year, students in attendance are given registration instructions and a copy of the Program of Studies, and are required to register for the next school year. Students new to the school register upon entrance. All students should review the Program of Studies and check that they are meeting all school and course requirements.

DROP / ADD PERIOD

Students may only drop or add a scheduled class during the drop/add period which is the first 5 school days after the class has begun. If the student drops a class outside of the Drop/Add period, the student will earn a WDF (withdraw fail) or a WDP (withdraw pass) which will be placed on the student’s transcript. Note: If a student transfers to a different level of the same core course, no entry is made on that student’s transcript.

DISMISSAL

The only reasons that students are allowed to leave campus within the hours of instruction will be for:

1. Scheduled appointments approved by the school
2. An alternative schedule – for seniors who have Block 1 or Block 5 free
3. A junior or senior who is enrolled in a work release program through the school
4. An emergency; for example as explained below An alternative schedule – for seniors who have Block 1 or Block 5 free

If a student becomes ill during the course of the regular day he/she will report to the School Nurse's office. If that office is closed, the main office will assist the student. Students who are ill are not to leave the building without permission from the office and/or the nurse. Either the nurse or the main office will contact the student's parent/guardian for permission before any student is dismissed. Students will only be dismissed for illness with the permission of a parent or guardian. The nurse may require a parent/guardian or designated adult to pick up the student if in the nurse's professional judgment the student should not be dismissed without supervision. Arrangement for transportation is the responsibility of the parent/guardian. Dismissal from the nurse's office may be considered an excused absence.

If the student has a parental/guardian request to be dismissed during the school day, the request should be brought to the main office before 7:30am. The student should sign out with the Attendance Coordinator at the time of dismissal. The reason for dismissal should be stated in the written note. Requests for dismissal should be for compelling reasons only.

ENROLLMENT and COURSE LOAD

Students shall be enrolled in school on a full-time basis (see SRSD policy JF). A student must carry a minimum of 3 classes per semester to be considered a full time student. Exceptions must be made through the Guidance Office and approved by the Principal.

GRADUATION REQUIREMENTS

There are minimum credit requirements for advancement to be a sophomore, junior, or senior. Credit requirements will be distributed in accordance with SRSD policy IKF. Requests for early graduation will be made in accordance with policy IKFA. Students may earn credit through distance education courses, night school courses, summer school courses and transfer credits, however, all credits obtained in this manner must be approved by the administration in advance.

DIPLOMA OPTIONS

Beginning in the 2014-2015 school year, there will be three diploma options available for students. More information is available about all diploma options in the guidance office. **Minimum Standards Diploma (20 credits)** - The 20 credit diploma meets the NH State minimum requirements for a high school diploma. Students seeking the 20 credit diploma must submit the **20 Credit Diploma Application** available in the guidance office by October 1st of the student's senior year. **Standard BHS Diploma (26 credits)** Beginning with the class of 2018, the credit requirement for the Standard BHS Diploma has increased to 26 credits. The increase is the result of 1 additional Math requirement, bringing the total Math requirement to 4 credits, including Algebra 1, Algebra 2, Geometry and at least one additional Math elective. **Diploma of Distinction (32 credits)**. The Diploma of Distinction is offered to any graduating senior who earns 32 credits or more, takes honors level classes, completes a community service component, meets an established GPA requirement, and has consistently earned Honors or High Honors status.

HONOR ROLL

Scholarship is encouraged through an academic Honor Roll. Students earning an "A" average (93-100) with no grade below 93 qualify for High Honor Roll. To qualify for the Honor Roll, students must obtain at least a "B" (85-92) average with no grade below 85. To qualify for the Achievement Roll, students must have an 85 average with no grade below 77. All three rolls will be distributed to local media outlets following each quarter. An incomplete will keep student off the honor roll.

MAKE UP WORK

The student is responsible for making arrangements for make-up work. All work is to be made up within two days or as contracted with the teacher. Students should see their teachers the first day back to hand in any completed work, to obtain assignments, or to arrange for a conference. Arrangements may not infringe on class time and may require after school attendance.

For make-up after a prolonged absence, individual make-up contracts may be arranged between student and teacher with the approval of the Guidance Department. If the nature of the course or the instruction missed does not lend itself to make-up work, or if the nature of the absence precludes extensive make-up, a student has a number of options. Options such as auditing the course without credit, or dropping the course, may be explored with the teacher, the Guidance Department and their parent(s)/guardians. If an absence is unplanned and expected to be long term, please call the school's main office (267-6525). Assignments will be gathered from the teachers and any textbooks that the student does not have at home will also be collected. Arrangements will be made to send the materials home within a 24-hour time frame.

ATTENDANCE POLICY AND PROCEDURES

Belmont High School is committed to offering the best possible education to all of our students. The best learning environment is one that requires a regular continuity of instruction, classroom participation, learning experiences, and study. Frequent absences disrupt the continuity of the instructional process and are detrimental to student learning. Students who miss school frequently experience great difficulty achieving success in the classroom. Belmont High School will promote academic excellence by providing a disciplined environment where attendance is as important as study. School attendance is mandated by state law, and it is the responsibility of parents and guardians to assure the punctual and regular attendance of their children.

As school attendance is essential to success in school, Belmont High School will closely monitor the amount of school time missed by students. When absence is excessive, satisfactory completion of academic requirements is unlikely. Chronic absenteeism, even with parental approval, may be interpreted as truancy.

Regular and punctual attendance is required of each student enrolled in the District. A copy of RSA 193: 1-7 regarding attendance procedures and policies shall be sent to every person who the Administration has reason to believe does not comply with school attendance requirements. (See Shaker Regional District policy JH). Proper documentation must be submitted for any absence, tardy, or dismissal to be excused. Parents/guardians who know their child will be absent from school should call the office at 267-6525 prior to 7:30. Notification is a courtesy.

Students who are tardy to class will be subject to teacher and/or administrative detentions. Teachers have the duty and right to determine when a student is tardy. Excessive tardy may result in a referral to administration for action.

ATTENDANCE REGULATIONS

- A. All students involved in any extracurricular & co-curricular activity/event must attend school for the full day that the activity occurs, and the day after all activities/events. Any student dismissed from school due to an illness may not return to participate in the activity/event for that day. Failure to adhere to this policy will result in non-participation in the next scheduled activity/event. Exception to this would require a request, prior to that day's activity/event, from the parent to the principal.
- B. All participants are expected to attend all scheduled practices, meetings, and events. It is very important to make arrangements with the advisor for schedule conflicts.
- C. Any student suspended from school (OSS only) will not participate in any activity/event that day.
- D. Senior privilege: seniors who have first and last blocks open can arrive late or leave early if their parents sign off and if they are in good academic standing. This privilege can be removed for reasons determined by the administration.

ADMISSION

Children may not enter school for the first time unless the District is presented with proof of a physical examination by a licensed physician, advanced registered nurse practitioner or physician's assistant, immunization records, a certified copy of the child's birth certificate, and proof of residency. (In accordance with School Board policy JFAA.)

Emergency forms are given to each student at the beginning of the school year for parents/guardians to fill out and sign. The card indicates the address, telephone number, physician, or person(s) to call in the event of an emergency. **Please notify the school with any changes, which may occur.** Parents/guardians, at times, are requested to sign consent forms for field trips, etc. Any student 18 years of age is allowed to sign his or her own forms as long as there is a parental authorization on file in the main office.

DISMISSAL

All students must have the permission of the parent or guardian before they are allowed to sign out, and this permission must be made in advance of the student leaving the school. This applies to all students, no matter what the circumstances of the situation are, and this includes students who are 18 years or older also.

NOTIFICATION OF ABSENTEEISM

Parents/guardians will periodically receive a form (or an electronic notification or email) from individual teachers documenting accumulated instances of tardiness and absences. This form will keep parents/guardians and the student informed of the absences recorded in specific classes. The high school administration has the right to assign Saturday detentions to students who are excessively tardy to class.

TARDINESS TO SCHOOL

The student's responsibility is to be on time to class. Students who are not inside the classroom at the start of the period will be considered tardy to class. Tardiness to class without a pass will be considered unexcused tardiness. Students are not permitted to leave class to obtain a pass. Teachers will mark students absent who are not in their first block class by 7:25. Students arriving after 7:25 must report directly to the main office where they will sign in, be marked tardy, and be given a pass to class. Occasionally tardiness may be caused by an emergency. However, oversleeping or missing the bus is not a legitimate excuse for tardiness.

TRUANCY

Truancy is defined as an absence from school or class without administrative or parent/guardian permission. All truantries will be recorded as unexcused absences and will be reported to the parents or guardians. Students will receive a consequence for truancy. (See below*)

Any absence where neither the home nor the school has given permission for a student to be absent from school is considered truancy. Students who are cutting class or classes, study hall, or any other scheduled appointment are also considered truant. Skipping school is considered to be truancy, and there is no such thing as an "authorized skip day." Students are expected to be in school for all 180 days of the school year. Students who for some compelling reason are unable to accompany a class on a field trip are expected to attend school. Students or parents who have questions are advised to contact the school for clarification.

*Truancy will result in disciplinary action and a parental conference is required. First offense: make up time and schoolwork missed by serving of assigned detention(s). Repeated truancy will result in ascending consequences that may involve suspension of increasing duration, and/or meeting with the Superintendent of Schools. If there has been no school notification by the parent(s)/guardian, the school will attempt to reach the home by phone or the parent/guardian at the place of employment to investigate a student's absence. Failure to reach a parent/guardian or find a satisfactory explanation for a student's absence, will result in the absence being considered truancy until proven otherwise.(See School Board Policy JHB)

EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES

Members of co-curricular organizations must attend school for the whole day in order to participate in co-curricular events held on that day or evening, unless they have a valid excuse for late arrival or early dismissal. Dismissal must be approved in advance by the administration. Illness or similar valid excuses with proper documentation can only excuse absence from school on the day of, or any part of the day following co-curricular events. Penalty for such unexcused absence will mean being barred from participating in the next scheduled event of the concerned activity. These events include games, practices, rehearsals, plays, concerts, trips, after school meetings, classes, dances, and other similar functions. When an event is scheduled on a non-school day, the PARTICIPANT MUST HAVE BEEN IN ATTENDANCE ON THE PREVIOUS SCHOOL DAY an exception will be granted when the participant has received prior approval from the administration.

ATHLETIC AND EXTRACURRICULAR

(School Board Policy Code JJIC)

The School Board encourages all students to achieve their fullest academic potential. While school extra curricula provide an opportunity for student to develop other skills and knowledge outside of the classroom, the School Board expects students to study and learn to the best of their ability in the classroom and in other instructional environments. The Board, therefore, hereby establishes academic standards that will guide students by directly influencing their eligibility to participate in designated school extra-curricular Activities.

In our effort to promote equal treatment of all athletes and students who sign up for a sport or a co-curricular activities, Belmont High School is requiring all students to sign the "Athletic and Co-curricular Contract" at the beginning of each school year. This provision will mandate that all students understand the requirements and responsibilities associated with membership on any team or belonging to any club or school organization.

Belmont High School students will be required to meet eligibility requirements presented by Belmont High School, NHIAA, NHS and other state nationally recognized extracurricular standards and established by this policy for participation in school extra curricula. A passing grade for Belmont High School is a 70.

Eligibility requirements are as follows:

1. Eligibility for each marking quarter is determined by grades received in the previous marking quarter. The quarter grade is a “snap shot” of that student's performance.
2. Eligibility status becomes effective on the day grades close for the quarter.
3. Any student with two or more failing grades at the conclusion of a marking quarter will be considered ‘ineligible’ for the next marking quarter and removed from the team/club immediately. This student could participate after the next quarter, if they have passed all their classes.
4. Any student with one failing grade at the conclusion of a marking period will be considered to be on Academic Probation. That student will be removed from the sports team or the extracurricular club or activity at that point until a passing grade is achieved. When the student is passing that class,
5. Fall eligibility is determined by the 4th " quarter grades of the previous school year.
6. The school principal will have the final decision making authority over all eligibility matters.

The Superintendent or his/her designee will monitor the academic performance of students involved in extracurricular activities and will evaluate the eligibility process annually. NOTE: Student and their parents/guardians should consult the agreement known as the "Athletic and Co-curricular Contract."

EQUAL OPPORTUNITY

All students have an equal opportunity to try out for the various squads. The athletic programs are to be considered an extension of the school and curriculum. Thus, programs developed by the athletic department are subject to the school rule.

PHYSICAL EXAMS

Prior to participating in the co-curricular sports program, an athlete must have completed the physical examination requirement. **Physicals are required for each year** (good for full year from date of physical). When returning from a long-term illness or injury, an athlete may not resume participation until a written statement from a doctor stating that he/she is physically able has been presented to the Athletic Director or the School Nurse. Belmont High School rules require that physical examinations must occur after May 1st of the previous school year and prior to the student participating in high school athletics (see policy JLCA). One physical exam is required for their high school career. The form for the physical exam is available from the athletic director or can be found on the Shaker Regional web page, left hand column. (There is also a parental permission form there as well.) Both forms must be turned in prior to start of practice.

CONDUCT AND BEHAVIOR EXPECTATIONS

BATHROOM PRIVILEGES

There is time between classes for use of the bathroom facilities. Passes from class will be given only in urgent situations. Chronic use of the bathroom may require medical documentation as verification for frequent requests to use the facilities.

CHEATING AND PLAGIARISM

This information is written to communicate to students and parents that cheating and plagiarism are not acceptable at Belmont High School. All students are expected to adhere to the highest standards of personal integrity in their work. Work that is presented for credit in all classes must be original. **Cheating is defined as using dishonest methods to gain an advantage. This includes using any means of gaining information for use on quizzes, tests, or homework. Plagiarism is defined as passing off the ideas and words from another as one's own.** It is literary dishonesty. For example, turning in a paper retrieved from any Internet source or including information from an encyclopedia, book, magazine, web site, database, etc. without citation is plagiarism. A paper is considered plagiarized if any part of it is taken from another source without proper citation.

Cheating and Plagiarism Violations of academic honesty, examples of which are given below, will be subject to severe consequences which will be increased if repeated within the same school year by a student.

- ❖ Copying homework or class work with the purpose of submitting it as your own.
- ❖ Handing in someone else's work as your own.
- ❖ Looking onto another's test or quiz or letting another student look on a test or quiz.
- ❖ Using any method of giving answers on a test or quiz to others.
- ❖ Taking information from another source that is not properly cited (words, images, programs, etc.).
- ❖ Handing in a paper written for another class without permission (self-plagiarism).
- ❖ Working with others or sharing tasks on an assignment meant to be done individually.
- ❖ Submitting papers from the Internet, other publications, or other students.
- ❖ Translating a foreign language piece by way of using a mechanical device or someone else, without the instructor's permission.
- ❖ Physically taking any part of a test to use or to give to others.

All of the above violations can be considered theft; therefore, any student who is guilty of any of the above will redo assignment and attend a plagiarism lesson. A second offense of plagiarism could result in a re-take of the course, or other increased consequences deemed necessary by the administration. In all cases where a student has been found to plagiarize, a formal letter will be placed in the student's file, describing the action and confirming the consequence(s) specified by the school with parents/guardians being notified by the administration.

CLASS AND STUDY HALL PREPAREDNESS

Students are required to come to class prepared with the proper textbooks and supplies, pencil and/or pen, and completed homework assignments. Failure to come prepared may result in disciplinary action. Repeated failure to come prepared will be considered a serious violation of the behavior code. In addition, students are to come to study hall prepared to do work quietly and comply with the guidelines set forth by the study hall monitors. Students in study halls are required to get passes to the library or other locations prior to their arrival in study hall. They can get these passes from any teacher or educational assistant if they have a valid reason to go this other location to do research or class related work.

STUDENT CODE OF CONDUCT

Students have the right to a free public education through secondary school, and a corresponding responsibility to join with other members of the school community in respecting the rights and responsibilities of others, and in establishing a climate for learning within the school. School rules and policies are developed to assist students in their attempts to follow and complete chosen courses of study and their responsibilities to themselves and society. Student behavior is expected to comply with the laws of the State of New Hampshire, the policies of the State Board of Education, and the policies of the Shaker Regional School Board.

DISCIPLINE PROCEDURE

After-School Detention may be assigned by a classroom teacher, counselor, staff member or administrator to a student to be served after school for a minimum of 30 minutes. Students will have 24 hour advance notice of when an After-School Detention is to be served in order for students to make transportation arrangements. An After-School Detention slip may be given to the student listing the action that resulted in the assigned detention and the scheduled time for the detention to be served. The slip should be signed by the student who is serving the detention, and the yellow copy should be kept by the individual assigning the detention. A phone call home will also be made to inform the parent/guardian of the assigned detention, before it is served.

Examples of behaviors that may result in After-School Detention include, but are not limited to the following:

Repeated Tardiness...Disruptive behavior in and out of class...Incomplete classwork...Inappropriate language... Teacher Referral to the Student Support Center...Three tardies to study hall.

Saturday Detention

Saturday Detention is held from 8:00am – noon on Saturday mornings. Students may be assigned Saturday Detention by a school administrator. When a Saturday Detention is assigned, a phone call home to the parent/guardian will be made prior to the Saturday morning for which the detention is to be served. Students may be assigned Saturday Detention for 2 – 4 hours. If a student is not able to attend the Saturday Detention due to an accepted prior engagement, the Saturday Detention may be deferred for one week. Students are expected to report on time for their detention and to bring work with them. They are not allowed to sleep, put their head down on their desk, or to listen or view any electronic device. Failure to serve a Saturday Detention may result in a one-day Out-of-School Suspension. Students who participate in “Community Service Cleaning” or upkeep, will be allowed to leave Saturday detention one half-hour early.

Examples of behaviors that may result in a Saturday Detention include, but are not limited to the following: Cutting an assigned After School Detention... Cutting a class or a study hall... Disrespectful behavior... Insubordination... Leaving school grounds without permission... Second offense of three tardies to Study Hall... Second offense of the cell phone rule.

In-School Suspension: A student is removed from their regular schedule and placed in an ISS room that is supervised by a teacher or staff paraprofessional, for a specified period of time. In order to receive attendance credit and to be readmitted into the student’s regular schedule, the student must agree to certain ISS guidelines and successfully complete the required work assignment that was given to the student.

Out-of-School Suspension: Out-of-School Suspension is removal from school for a specified number of days due to unacceptable behavior which is serious in nature. Out-of-School Suspended students are not allowed to be on any school property for the duration of the suspension, and may not participate in any school sponsored activities while on suspension.

Examples of behaviors that may result in Out-of-School Suspension include, but are not limited to the following:

Skipping Saturday Detention... Assaultive Behavior... Bullying/Harassment... Vandalism... Disrespect to a Staff Member... Fighting... Possession and or use of a controlled drug or alcohol... Stealing...

Classroom Discipline Procedures/Removal from Class

- First Offense:
- Student is asked to leave the room and is sent to the Student Support Center.
 - Teacher will notify the Student Support Center by calling 1306.
 - Teacher will fill out and send a Disciplinary Referral form specifying the infraction of school rules to the Student Support Center.
 - Teacher will send work with a student to the Student Support Center.

- E. Teacher will indicate the date and time a resolution meeting has been scheduled with the student.
- F. Teacher will call the parent to discuss the issue.
- G. Teacher must issue a detention for up to one hour.
- H. Teacher and student conference must take place as soon as possible.

- Second Offense:
- A. Student is asked to leave the room and is sent to the Student Support Center.
 - B. Teacher will notify the Student Support Center by calling 1306.
 - C. Teacher will fill out and send a Disciplinary Referral form specifying the infraction of school rules to the Student Support Center.
 - D. Teacher will send work for the student to the Student Support Center.
 - E. Teacher will discuss the issue with the student.
 - F. The teacher will call the parent/guardian and will give an appropriate detention to be served after school.

- Third Offense:
- A. Student is asked to leave the room and is sent to the Student Support Center.
 - B. Teacher will notify the Student Support Center by calling 1306.
 - C. Teacher will fill out and send a Disciplinary Referral form specifying the infraction of school rules to the Student Support Center.
 - D. Teacher will send work with a student to the Student Support Center.
 - E. The Associate Principal will ask the parent for a conference including the teacher, student, parent/guardian, and Guidance Counselor and Administration.
 - F. A performance contract may be set up at this time.
 - G. The student may not be allowed to return to class until the conference has occurred, or the family has been contacted.
 - H. A Saturday Detention may be issued at this time by the Associate Principal.

- Fourth Offense:
- A. Follow steps A-D. At this point a student loses his/her right to be in this class if the teacher and the administrative team agree to
 - A. Withdraw the student.
 - B. Teacher will notify Administrator, a meeting will be set up to discuss the student being withdrawn from the class.
 - C. The Administration will call the parent/guardian and may give up to a four hour detention to be served on a

Saturday. Expectations are subjected to disciplinary consequences which may include suspension from school.

DRESS

Appropriate dress is of concern in establishing an environment for learning. Clothing containing language or emblems promoting drug/alcohol, sexual innuendo, **chains or loose straps hanging from pants or other articles of clothing** that is deemed to disrupt the educational process will not be allowed. Headgear is not be worn inside the building unless for a special occasion. Sunglasses, unless prescribed by an optometrist, are not to be worn inside the building. Students who arrive in ***inappropriate clothing** will be given the option of removing or changing the objectionable garment or item or calling a parent/guardian for a change of clothing. **No low-cut clothing that is revealing will be permitted, as well as any “low hanging pants” on any student.** As of August of 2013, ***inappropriate clothing** will include shorts or skirts that do not conform to the following rule. All shorts and skirts must be no shorter than mid-thigh. **We also insist that students do not wear revealing clothes.** (Revised: August 1, 2012.) Saturday detentions will be assigned on the second infraction. Students will not be permitted to wear halter tops or shirts with spaghetti straps.

DRUG AND ALCOHOL USE

Illegal Drugs The taking of, or being under the influence of, illegal drugs, and /or the possession of same, in any form, is not permitted on district

property or at school functions at any time, and will result in a minimum of 5 days out-of-school suspension, and a maximum of a 10 day suspension, (which could be extended by the superintendent) and possibly referred to the school board for expulsion. An “official” school function is defined as one that is authorized and conducted by the school with school officials present, and on duty, such as, but not limited to: Interscholastic athletic contests, student organization activities, field trips, school dances. Parents will be informed immediately if a student is in violation of this policy, and the matter will be brought to the attention of the Shaker Regional School Board and other proper authorities.

a. In case a student appears to be under drug influence, the parent will be notified by school authorities to come for the student and remove him or her to his home or to medical facilities.

b. In severe cases, or if the parents will not come to school, the Principal is authorized to call an ambulance to remove the student to the hospital. Parents will be notified of this action and be responsible for the incurred expenses.

c. Upon reasonable evidence of the illegal possession and/or use of drugs by any student on district property, the student will be suspended from school at least five school days. A conference with the parents, child, and Principal should be held prior to the student being readmitted to school.

d. Any student found selling, distributing, or giving away illegal drugs will be turned over to the police authorities immediately, and suspended from school at once pending action by the Shaker Regional School Board.

e. Any student convicted in court for illegally selling drugs on or off school property will be suspended from school pending action by the Shaker Regional School Board.

Alcohol Alcoholic beverages will not be permitted on school property at any time. Any student in possession of, or under the influence of alcohol, while on school property or while attending a school function, will be immediately suspended from school for a minimum of five school days out-of-school suspension, and a maximum of a ten day suspension, which could be extended by the Superintendent. The student could possibly be referred to the School Board for expulsion if the situation warrants this action.

If, in the Principal’s opinion, the student’s health is endangered, the Principal may have the student removed from school property by public safety officials. Parents will be notified of this action and be responsible for the incurred expenses. (See SRSD policy JICH)

ELECTRONIC EQUIPMENT

Communication by phone with a student in the high school shall be made through the main office. Please call the school at 267-6525 to get in touch with a teacher or an administrator. Students can also be reached in case of an emergency by calling the same number. Each classroom is equipped with a phone, so contacts can be made quickly, and messages can be given to students if the situation warrants it. Cell phone, I-Pod and other electronic devices shall be monitored at the discretion of the teachers in their classrooms. Students are allowed to use them in the halls and cafeteria between classes or during lunch or break. Parents should not call their children on their cell phones during school hours.

Parents can contact cell phone companies and in most cases, the company can block their children’s cell phone from being used during school hours.

Note: The administration can allow exceptions to the above policy under special circumstances. This would be done on a case by case basis, and must be agreed to before a student is allowed the exception.

FOOD

Food consumption is to take place in the cafeteria or in a classroom, provided teacher permission has been granted. Food may be removed from the cafeteria and transported to a classroom for consumption. Students may purchase snacks and drinks only at break and their assigned lunch period.

SAFE SCHOOL ACT

Belmont High School is a Safe School Zone. Guns and weapons, acts of violence and theft, as well as possession, use and/or sale of drugs are illegal and violations of the Shaker Regional School District policy. Violators are subject to expulsion from attendance to school and enhanced penalties under the law. (In accordance with School Board policy ADD.)

TOBACCO

No student shall use or possess any tobacco product in any facility maintained by the School District, on any grounds of the District, or in any vehicles or property engaged in service to, or for students. Students found in violation of this policy will be subject to a minimum of a one day Out-of-School suspension. (See SRSD policy ADC).

WEAPONS

Students are not allowed on school property or at school-sponsored activities with weapons such as, but not limited to powder and gas actuated firearms, (Note: This includes “paint ball guns”) explosives, incendiaries, martial arts weapons, electronic defense weapons, metallic knuckles or knives as well as the use of any object as a threatening weapon, as determined by the building administration. Students who possess weapons in school, even when it is determined that they did not bring the weapon to school, shall be subject to suspension and referral to the School Board for further action (See SRSD policy JICI).

The Superintendent of Schools may modify expulsion requirements on a case-by-case basis with the approval of the School Board. The Administration and School Board shall conduct disciplinary hearings dealing with weapons. There will be a mandatory 10 day Out-of-School Suspension for any weapons violations. Expulsion penalties shall conform when appropriate, to the requirements of the Individuals with Disabilities Act and with Section 504 of the Federal Rehabilitation Act.

STUDENT SERVICES AND ACTIVITIES

(Students must sign the approved contract to remain eligible for any sport or co-curricular or extra-curricular activity.)

ARRANGEMENTS FOR ACTIVITIES

The time and place for holding all school functions must be cleared through the principal's office. Students planning an event or activity should obtain preliminary permission from the Student Council. Once the Student Council approves the event and date requested, a School Facilities Use Form (available in the office) must be completed and approved.

CO-CURRICULAR ACTIVITIES/ATHLETIC OFFERINGS

All students are encouraged to participate in the activities of the school, whether athletic, scholastic, musical or social. These activities are included in the school program to acquaint students with the benefits of group participation and shared responsibilities with others having like interests. Some of the activities may include:

Alpine Skiing	Track & Field	Astronomy Club	Baseball	Soccer	Jazz Band	
Basketball	Chess Club	Chorus	Class Committees	Student Council	Marching Band	
Class Organizations	School Newspaper	Concert Band	Cross Country Running	Softball	Math Team	
Drama	Foreign Language Clubs	Golf	Ice Hockey	Granite State Challenge	Homecoming	National Honor Society

Class advisors will be responsible for all class affairs and activities. Notice of any activity will not be accepted in the main office until it has the signed approval of the class advisor.

(*NOTE: All posters advertising activities must be approved by an administrator before being displayed.)

DRIVER EDUCATION

Driver education is offered as an after-school program to anyone who is sixteen or older during the school year, by the last day of the course. However, priority on driving time is given to the older candidates. Credit for graduation is given for this course and a fee is required. Cost for 2012-2013 School year is \$650.00. Instructor's name: Mrs. Dale LaPlante, call 520-0865 for more information.

Dates for this year's Driver Education Classes: **Fall: 9/6 - 10/20/16** (parent mtg 8/29), **Fall/Winter: 11/1/16 – 12/31/16** (parent mtg 10/31), **Winter: 1/4/17- 2/28/17** (parent mtg 1/3), **Spring: 3/7/17-4/30/17** (parent mtg 3/6), **Summer: 7/18/17-8/31/17** (classes take place Tuesday, Wednesday and Thursday 8:30-10:30am) (parent mtg/12)

FOOD SERVICE PROGRAM

The District's Food Service Program is intended to be user-funded although federal resources supplement it. Breakfast and hot lunch meals are available to students and staff who wish to purchase them. Breakfast will be available from the time a student arrives at school in the morning until the bell for Block 1, which is at 7:25. The district may extend credit for student meals. When a student's outstanding credit balance exceeds \$10.00, credit purchases shall be limited to a sandwich and milk at half the cost of a regular meal. A student who has exceeded the credit limit, may purchase a regular meal, if paid for by cash, acceptable check or money order. Prices for the 2016-2017 school year are as follows in the high school:

Student Breakfast All Schools: \$1.65, Elementary Lunch: \$2.60, Middle & High School Lunch \$2.80 Lunch Elementary Schools - \$2.65

Adult Breakfast: \$1.75, Adult Lunch: \$3.50 Reduced Price Meals: Breakfast \$.30, Lunch \$.40

Note: If a student is eligible for free or reduced student lunch, he/she is also eligible for a free or reduced student breakfast. Forms are available in the main office for application to the Free and Reduced Price lunch program. Students are required to take the required number of meal components in order for the meal to be counted as a complete reimbursable meal and to be counted as a free or reduced price meal for those students who qualify. Any meal taken that has fewer than the required number of components will be charged as a la carte based on each item selected.

No cash refunds from a student's food service account will be made to the student. When a child moves out of the district or graduates, the parent must request a refund by calling the SAU at 267-9223 ext. 308. The refund will be processed and the check will be mailed from the SAU Office. In accordance with Policy EFDA the District may extend credit for student meals. When a student's outstanding credit balance exceeds the limit credit purchases shall be limited to a sandwich and milk at half the cost of a regular meal.

VIII. A school lunch meal payment policy which is implemented by a school board either before or after the effective date of this section shall ensure that all students have access to a healthy school lunch, that the parent of each student receive and acknowledge receipt of the policy, and that no student will be subject to different treatment from the standard school lunch meal or school cafeteria procedures. The department of education or the state board of education, upon request of the local school board, may provide communication assistance to school districts and parents of school children regarding the school lunch meal payment policy.

HEALTH SERVICES

Students who become ill at school ARE NOT to call parents/guardians directly to be picked up at the school; that is the job of the school nurse, or in her absence, the front office. Students who are dismissed by the nurse need to sign-out in the Main Office and wait there for their ride, unless directed otherwise by the school nurse.

In the event that a student is injured during school hours, the school is responsible for administering immediate first aid only. Whenever possible, the family of an injured student will be immediately notified. In all instances of injury, the school shall take those actions deemed necessary.

Emergency cards are given to each student at the beginning of the school year for parent(s)/guardians to fill out and sign. The card indicates the address, telephone number, doctor, or persons to call in the event of an emergency. Please notify the school with any changes, which may occur. Students may carry their own asthma inhalers and Epi-pens if the parent/guardian and physician consent for these to be carried by the student and if there is a physician's written order for the same on file (see SRSD policy JLCD R&P). Students carrying these are still encouraged to consult with the school nurse about their asthma and allergy management needs at school.

LOCKERS

Each Belmont High School student is issued a locker and padlock for use during the four years they are at the high school. Each student will keep the same locker for all four years. The locker and padlock are loaned to the students by the school district. However, as the property of the district, any damage to the locker or loss of the padlock will require restitution, and possibly, disciplinary action, if vandalism occurs. Lockers may be opened and inspected by school staff at anytime. Only the school-issued padlocks may be used. **NO MONEY OR PERSONAL VALUABLES SHOULD BE LEFT IN A LOCKER THAT IS LEFT UNLOCKED.** Leaving money or valuables in a locker is done **AT THE STUDENT'S OWN RISK.**

LIBRARY MEDIA CENTER

The resources of the library media center are available to support and enhance each student's learning, understanding of, and access to information and ideas. These resources are available to students as part of a class brought to the library by a teacher, or on an individual basis. Students wishing to use the library for supervised individual work or recreational reading must obtain a pass from a faculty member. Students are expected to arrive on time and work without disturbing other occupants of the shared space. Students are allowed to consume food and drink in the library if they are well away from the computer areas and are seated. Students disobeying the rules of the library media center will be sent back to class or study hall and may be barred from the library for a period of time that will be established by an administrator.

Circulating materials can be checked out for a lending period of two weeks, and can be renewed unless another patron has placed a reserve upon the material. Overdue notices will be issued each quarter. Materials not returned and materials returned in prohibitive conditions will result in a bill for the replacement costs of the material or its equivalent.

Other library media center regulations and procedures will be posted within the library as needed. To access our subscription databases, for assistance with research, and for other online library services, visit the library media center link at the school's website.

NATIONAL HONOR SOCIETY

The Belmont Chapter of the National Honor Society, number 5600, chartered March 25, 1955, inducts new members in the fall of each year. Eligibility is based on the accumulated record of the preceding years. The guidelines for induction are:

1. The National Honor Society is open to students in grades 11 and 12
2. Students must maintain a grade point average of 92 per semester, otherwise they will be dismissed
3. Eligible students must display and document in their application, the four major virtues valued by the society:

CHARACTER • LEADERSHIP • SCHOLARSHIP AND SERVICE.

RULES FOR PARTICIPATION IN ACTIVITIES

School social functions are extensions of the school day and school rules continue to apply (including rules regarding smoking, alcohol, and drugs)

1. Once inside the building, students will not leave the building and be readmitted.
2. Students will follow the directions of the teachers and/or chaperones in charge.
3. Dances are only open to students enrolled at the school, unless otherwise specified.
4. Students are encouraged to dress appropriately for all social functions and to behave in a manner that reflects positively to themselves and the school. Parents/guardians are encouraged to attend.

Any participant who is disrespectful to teachers, school, or community or who has behaved in any manner to reflect discredit on himself/herself, school, or his/her community, shall be suspended from co-curricular participation for such length of time as is decided by the Administration.

If at any time an unsatisfactory report is forthcoming on any co-curricular participant with regard to marks, attitude, behavior, etc. that participant will meet with the Administration. After discussing the matter fully, the participant may be suspended from co-curricular participation depending on the results of the discussion.

STUDENT ASSISTANCE PROGRAM

Belmont High School will have a staff member assist students in our Student Assistance Program. The Student Assistance Program helps identify students troubled by drug and alcohol related issues and connects them with helping services available to them in the school and community. This confidential service is based on an educational premise. Students who receive help and support to deal with pressing personal concerns will be able to focus their remaining energy more efficiently on schoolwork and the important tasks of developing academically, socially, and emotionally.

Drug and alcohol counselors meet with individuals or groups of students. Any student who has concerns about substance abuse may attend. Students, parents/guardians, or staff members may make confidential referrals. Anyone wishing to communicate may leave messages in the Student Assistance Program mailbox in the main office.

STUDENT COUNCIL

Student Council sponsors Winter Carnival, Academic/Leadership Awards events and other programs. Three representatives are selected from each class grades 9 through 11 and four from the senior class. Any student may become a member-at-large by attending five consecutive meetings and by performing 18 hours of community service. Members are eligible to take part in state, regional, and Youth in Government functions of the New Hampshire Association of Student Councils.

B.H.S COUNCELING

As school counselors we aim to support your child's academic, career, and social emotional growth through a variety of activities and initiatives. Our practices are guided by the recommendations put forth by the American School Counseling Association (ASCA). Throughout the course of the school year we will be meeting with students on both formal and informal levels. These interactions may include lunch bunches and drop-in meetings, classroom counseling curriculum, and scheduled individual or group counseling sessions.

If it is recommended that your child participate in regular individual or group counseling sessions this request will be communicated prior to the onset of the formal counseling relationship. When school counselors work with students on an ongoing individual or group level the services are designed to be short term. In some cases it may be recommended that your child engage in additional outside counseling services.

It is important to note that as counseling is based on a trusting relationship between counselor and counselee, the counselor will keep all shared information confidential except in certain situations in which an ethical responsibility limits confidentiality. We aim to work closely with the school faculty and staff in support of your students. Further, we hope to collaborate with you, as parents, in hopes of best supporting your student's needs. We encourage you to contact us if you think you have information about you student that you think would benefit our ability to serve your student.

In signing this handbook you are granting your student permission in engage in counseling related services at their school. Please contact your student's school counselor at any time at with questions or concerns regarding your student or the school counseling department. For more information about the services offered by our school counseling department visit our website at <https://sites.google.com/a/sau80.org/bms-guidance/www.shaker.k12.nh.us>

TRANSPORTATION **AUTOMOBILES**

Students will be authorized to bring cars to school as long as there is room enough in the parking lot, under the following conditions:

1. Students must register their vehicle with the office.
2. Cars are to be parked in designated areas only, and the school issued hanger with the student parking #, must be displayed while on school grounds. **Large trucks or oversized vehicles that need extra space must park in the farthest lot from the school on the other side of the grass median.**
3. Students will not be allowed to use automobiles during the school day without parental/guardian permission and the permission of school officials. In general, permission would be granted for medical reason or emergencies only.
4. Students will not be permitted in cars during the school day.
5. Students must maintain safe, sensible driving habits in the school area and obey the 5 miles per hour speed limit on school grounds. Student drivers leaving at the end of school day will respect the right-of-way of the school buses.
6. Students are not allowed to drive through open parking spaces to exit.

Authorization for students to drive to school will be revoked if a student fails to follow safe driving conditions, or if they refuse to serve detentions for parking lot violations.

Students who attend vocational courses at the Huot Technical Center are provided with school bus transportation and are required to take the bus. Use of private cars is **NOT** allowed. If there is a special need for use of a student's own car, written permission must be obtained in advance from the Huot Technical Center, the parent/guardian and the Administration of Belmont High School. Additional passengers are never permitted. (School Board policy JLIE

BUS POLICIES

Students are expected to conduct themselves according to the rules and regulations governing conduct at Belmont High School, when they are on any school bus that is contracted with the Shaker Regional School District. Violation of those rules may result in disciplinary proceedings which may include short or long-term suspension or expulsion, depending on the severity of the offense.

Students should report any incidents of bullying, harassment, or unsafe behavior to the bus driver and/or to the School Principal or other Administrator or faculty.

The right of all students to ride the school buses is conditional upon their good behavior and observance of the following rules and regulations. Students who violate these rules will be reported to school officials and may lose transportation privileges either on a temporary or extended basis. Parents/guardians would then be held responsible for the transportation of his/her child to school.

The driver is in charge of and responsible for the students who ride the bus. Disrespect, discourtesy, or any actions which interfere with the bus driver in any way will not be tolerated.

Video surveillance may be used on buses to support the bus driver's reports of unacceptable behavior.

Bus passes must be obtained at the main office if a student wants to take a different bus.

LATE BUS

A late bus is operated for Canterbury students in order to provide the opportunity for participation in extra-curricular activities, get extra help from teachers, do make-up work, etc. The late bus will leave Belmont High School at approximately 5:00pm. Students taking the late bus are not allowed to leave the school grounds between their arrival in the morning and departure at 5:00 p.m., unless they have written parental permission.

A parent/guardian who wishes to request a change or exemption from any of the Student Transportation rules shall direct that request first to the Superintendent. If the ruling of the Superintendent does not satisfy the parent/guardian, he or she may appeal the ruling within five days to the Shaker Regional School Board. (see SRSD policy EEAEC)

August 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9 <i>School Board Mtg. CES 6pm</i>	10	11	12	13
14 <i>LR Girls Softball 9-7</i>	15 <i>Fall Sports Begins</i>	16	17 <i>Summer Band Concert 3-7pm</i>	18	19 <i>New Teacher Workshop</i>	20
21 <i>LR Girls Softball 9-7</i>	22 <i>Teachers Return</i>	23 <i>Freshman Orientation 11:30-2:15</i>	24 <i>1st day of school</i>	25	26	27
28 <i>LR Girls Softball 9-7</i>	29 <i>Parent Meeting Drivers Ed 6pm</i>	30	31			

September 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2 <i>NO SCHOOL</i>	3
4	5 <i>Labor Day</i> <i>NO SCHOOL</i>	6 <i>Fall drivers ed starts</i>	7	8	9	10
11 <i>LR girls softball 9-7</i>	12	13 <i>chool Board Meeting</i> <i>6pm BHS</i>	14 <i>BHS Open House</i> <i>6-8pm</i>	15 <i>PTO 6-8</i>	16	17
18 <i>LR girls softball 9-7</i>	19	20	21	22	23	24
25 <i>LR girls softball 9-7</i>	26	27 <i>College Fair</i> <i>7:30-8:30am</i>	28	29	30 <i>Homecoming</i> <i>Bonfire & Dance 7-10</i>	

October 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 <i>Homecoming</i>
2 <i>Homecoming LR girls softball 9-7</i>	3	4 <i>NEHS Induction 6pm</i>	5	6	7 <i>Teachers Workshop No school for students</i>	8
9	10 <i>Columbus Day No School</i>	11 <i>School Board Mtg. 6pm CES PTO IT TAKES A VILLAGE EVENT 6PM</i>	12	13	14	15
16	17	18 <i>PTO VENDOR BINGO @ VFW IN LACONIA 6PM</i>	19	20 <i>Picture Retake BHS PTO 6-8pm</i>	21	22
23	24	25	26	27 <i>College Fair 7:30-8:30</i>	28	29
30	31 <i>Parent Meeting Fall drivers ed 6pm</i>					

November 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 <i>Fall drivers ed start</i>	2	3	4 <i>TEACHER WORKSHOP NO SCHOOL FOR STUDENTS</i>	5
6	7	8 <i>School Board Mtg. 6pm BES</i>	9	10 <i>Fall Sports Awards 6pm</i>	11 <i>NO SCHOOL Veterans Day</i>	12 <i>Holiday Fair</i>
13	14	15	16	17 <i>BHS PTO 6-8</i>	18	19
20	21	22	23 <i>NO SCHOOL THANKSGIVING BREAK</i>	24 <i>NO SCHOOL HAPPY THANKSGIVING</i>	25 <i>NO SCHOOL THANKSGIVING BREAK</i>	26
27	28	29	30			

December 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9 <i>Robotics Competition 5-6</i>	10 <i>Robotics Competition 10-7</i>
11	12	13 <i>School Board Mtg. 6pm CES</i>	14 <i>Holiday Concert 7-8</i>	15 <i>PTO 6-8</i>	16 <i>Holiday Cabaret 6-10</i>	17
18	19	20	21	22	23 <i>Holiday Break</i>	24
25 <i>Merry Christmas</i>	26 <i>Holiday Break</i>	27 <i>Holiday Break</i>	28 <i>Holiday Break</i>	29 <i>Holiday Break</i>	30 <i>Holiday Break</i>	31

January 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 <i>Holiday Break</i>	3 <i>Parent Meeting winter drivers ed 6pm</i>	4 <i>Winter drivers ed starts</i>	5	6	7
8	9	10 <i>School Board Mtg 6pm BMS</i>	11	12	13	14
15	16 <i>Martin Luther King Day NO SCHOOL</i>	17	18	19 <i>BHS PTO 6-8</i>	20	21
22	23	24	25	26	27 <i>TEACHER WORKSHOP NO SCHOOL FOR STUDENTS</i>	28
29	30	31				

February 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14 <i>School Board Mtg. 6PM CES</i>	15	16 <i>PTO 6-8</i>	17 <i>TEACHER WORKSHOP NO SCHOOL FOR STUDENTS</i>	18
19	2 <i>Winter Carnival</i>	21 <i>Winter Carnival</i>	22 <i>Winter Carnival</i>	23 <i>Winter Carnival</i>	24 <i>Winter Carnival</i>	25
26	27 <i>WINTER VACATION</i>	28 <i>WINTER VACATION</i>				

March 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 <i>WINTER VACATION</i>	2 <i>WINTER VACATION</i>	3 <i>WINTER VACATION</i>	4
5	6 <i>Winter/Spring parent meeting drivers ed 6pm</i>	7 <i>Winter/Spring Drivers ed start</i>	8	9	10	11
12	13	14 <i>School Board Mtg. 6pm BHS</i>	15 <i>Monster Concert</i>	16 <i>BHS PTO 6-8</i>	17	18
19	20 <i>Spring Sports Awards</i>	21	22	23 <i>BHS Spring Choral Concert 7-8</i>	24 <i>TEACHER WORKSHOP NO SCHOOL FOR STUDENTS</i>	25
26	27	28	29	30	31	

April 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7 <i>Spring Cabaret 6-10</i>	8
9	10	11 <i>School Board Mtg. 6pm CES</i>	12	13	14 <i>Spring Fling 7-9:30</i>	15
16	17	18	19	20 <i>PTO 6-8</i>	21	22
23	24 <i>SPRING VACATION</i>	25 <i>SPRING VACATION</i>	26 <i>SPRING VACATION</i>	27 <i>SPRING VACATION</i>	28 <i>SPRING VACATION</i>	29
30						

May 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 <i>Spring parent meeting for drivers ed 6pm</i>	2 <i>Spring Drivers ed start</i>	3	4	5	6
7	8	9 <i>School Board Mtg.</i>	10	11	12 <i>TEACHER WORKSHOP NO SCHOOL FOR STUDENTS</i>	13
14	15	16 <i>Spring Concert</i>	17	18 <i>PTO 6-8</i>	19	20 <i>Prom</i>
21	22	23	24	25	26	27
28	29 <i>MEMORIAL DAY NO SCHOOL</i>	30	31			

June 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2 <i>Senior Breakfast 8-10:30</i>	3
4	5	6	7	8 <i>Class Day 8am</i> <i>Class Night 5:30-8:30</i>	9 <i>TENTATIVE</i> <i>GRADUATION</i>	10
11	12 <i>Summer Parent Meeting drivers ed 6pm</i>	13 <i>Tentative Step up day</i>	14	15 <i>PTO 6-8</i> <i>TENTATIVE</i> <i>LAST DAY OF SCHOOL</i>	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	