



STUDENT/FAMILY HANDBOOK

2023-2024 SCHOOL YEAR

SANBORN REGIONAL MIDDLE SCHOOL

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Foreword

The Student Handbook provides information to both students and parents to help answer questions you may have regarding Academic Standards, School Policies and Student Conduct. They are meant to supplement, not replace, the policies set forth by the Sanborn Regional School District which can be viewed at anytime here: [SRSD Policy Manual](#)

Board policies can be changed throughout the year.

If you have any questions about Sanborn Regional Middle School or about your son/daughter's progress here, please contact us. We also welcome suggestions you may make to improve the quality of education or of student life at Sanborn.

Respectfully,

Matthew Malila
Principal

Jason Trafton
Assistant Principal

Heidi Leavitt
Director of School Counseling

Kara Byrne
School Counseling

Stacey Wooster
Special Services Coordinator

Robert Dawson
Athletics, Student Life

SANBORN REGIONAL SCHOOL DISTRICT

51 Church Street • Kingston, NH 03848

Thomas J. Ambrose, CAGS • Superintendent

Christine Desrochers, M.S. Ed.
Director of Curriculum and Instruction

Matthew Angell, CPA, JD
Business Administrator

Troy Kennett, Ed.D.
Director of Student Services

August 14, 2023

Dear Sanborn Parents and Guardians:

The New Hampshire Legislature has enacted laws to ensure safe school zones for students of our state. The Sanborn Regional School Board has also adopted a ZERO TOLERANCE philosophy for certain illegal and/or unacceptable behaviors anywhere on school grounds or at school-related events. It is the goal of the school board, teachers, and administrators to create a safe environment.

Public and private school employees have been instructed by law to report acts of theft, destruction, or violence to local law enforcement agencies. We feel that you need to know about this requirement so that you can make sure that your child (ren) is aware that certain inappropriate behaviors will result in a report to the Kingston or Newton Police Department.

There are three levels of response by school personnel to the awareness of an incident of inappropriate action by a student. Most situations will be addressed by school personnel as has always been the case. The new requirement to file a police report will be used with incidents of a more serious nature. The third level of response includes the participation of police in the investigation of incidents which are violations of state and federal laws.

The following are some of the infractions that would mandate referral to law enforcement and disciplinary action per the Sanborn Regional School Board policy:

- Threatening to harm others
- Physical altercations
- Possession of weapons
- Possession of drugs and/or drug paraphernalia
- Smoking or vaping

Sanborn Regional School Board Policies can be found on our website www.sau17.net under the tab for School Board/Board Policies.

School personnel want to work with you to make sure that our schools are safe for every child. Thank you for your help in this important effort.

Sincerely,



Thomas J. Ambrose
Superintendent of Schools

The mission of the Sanborn Regional School District is to work in partnership with the community to educate all learners in a safe environment. Together we are committed to providing these individuals with opportunities to develop the skills necessary to become responsible citizens who are capable of pursuing knowledge independently and making well-informed decisions.

In accordance to Title IX of the Civil Rights Act of 1964 the Sanborn Regional School District prohibits discrimination because of sex or gender. "No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal assistance."

Middle School Telephone Directory

| | | |
|-------------------------|-----------------------------|--|
| Principal | Matthew Malila | (603) 382-6226 ext. 1393 |
| Assistant Principal | Jason Trafton | (603) 382-6226 ext. 1359 |
| Student Life/Athletics | Robert Dawson | (603) 642-3341 ext. 1506 |
| School Counselor | Kara Byrne | (603) 382-6226 ext. 1217 |
| School Counselor | | (603) 382-6226 ext. 1358 |
| Absence / Attendance | Pick Up Patrol | www.pickuppatrol.net |
| Main Office | Kim Keddy & Manuela Stewart | (603) 382-6226 |
| Nurse | Laura Frazer | (603) 642-3341 ext. 1317 |
| Special Education | Stacey Wooster | (603) 382-6226 ext. 1361 |
| Library | Jules Ryan | (603) 642-3341 ext. 1702 |
| School Resource Officer | Pat Schiavone | (603) 642-3341 ext. 1320 |
| School Safety Officer | Joan Marsilia | (603) 642-3341 ext. 1304 |

Sanborn Regional Middle School Core Values

S - Self Directed

P - Perseverance

I - Inspiration

R - Responsibility

I - Independence

T - Tolerance

SANBORN REGIONAL MIDDLE SCHOOL 2023-2024 BELL SCHEDULE

2023-24 Bell Schedules Revised for T2 & T3

| 6th Grade | | 7th Grade | | 8th Grade | |
|--------------|-------------|--------------|-------------|--------------|-------------|
| Period | Time | Period | Time | Period | Time |
| Homeroom | 7:20-7:30 | Core 1 | 7:20-8:13 | UA 1 | 7:22-8:09 |
| Core 1 | 7:30-8:23 | Core 2 | 8:13-9:00 | Core 1 | 8:12-9:12 |
| Core 2 | 8:23-9:18 | FLEX | 9:00-9:15 | Core 2 | 9:12-10:07 |
| UA 1 | 9:18-10:05 | UA 1 | 9:15-10:02 | Flex | 10:07-10:22 |
| Lunch | 10:05-10:35 | Lunch | 10:02-10:32 | Lunch | 10:22-10:52 |
| Core 3 | 10:35-11:31 | Core 3 | 10:32-11:20 | Core 3 | 10:52-11:52 |
| Core 4 | 11:31-12:26 | Intervention | 11:20-11:46 | Core 4 | 11:52-12:47 |
| UA 2 | 12:26-1:13 | Core 4 | 11:46-12:33 | Intervention | 12:47-1:20 |
| FLEX | 1:13-1:28 | Core 5 | 12:33-1:20 | UA 2 | 1:20-2:07 |
| Intervention | 1:28-2:07 | UA 2 | 1:20-2:07 | | |

*** The 2 hour delayed opening schedule and early release schedule will be published on the school web page.

SECTION ONE: GENERAL INFORMATION

Student Arrivals

Students may start arriving at the school at 6:55am. Students that are being driven to school should be dropped off in the designated area around the back of the building by the cafeteria. These students will enter the cafeteria until they are dismissed to their grade-level wing. Students that arrive via bus transportation will enter through the front of the building and report directly to the cafeteria until dismissed to their grade-level wing. Breakfast will be available for students in the cafeteria until they are dismissed to their grade-level wings.

Bus Transportation

Students who are eligible for bus transportation will be picked up at their assigned bus stop and ride their assigned bus. Bus routes will be posted prior to the beginning of the school year and can be found on our school website ([Bus Routes](#)).

Bicycles

Students using bicycles for transportation to and from school should park and lock their bicycles, at their own risk, to one of the racks located in the front of the building

Skateboarding

Skateboarding, roller-blading, scooter riding is NOT permitted on campus at any time. Skateboards must be stowed in a locker, classroom, or main office during the school day.

Acceptable Use Policy - Technology

The technology mission of the Sanborn Regional Public Schools is to ensure that technology is an integral component of our educational community, enhancing learning, instruction, communication, and information management. To meet this mission, networked computers with Internet and Intranet access, non-networked computers, as well as peripheral equipment are made available for student use.

Network access is available to students and staff of the Sanborn Regional School District to the extent that it is appropriate. It is the goal of the district to provide Internet tools for research, worldwide resource sharing, and communication for the purpose of encouraging educational excellence. Internet use that is integrated into school curriculum fosters information retrieval skills, nurtures critical thinking skills, and provides educational opportunities for both students and staff.

Sanborn Regional Public School Network access for students and staff is a privilege, not a right. Along with this privilege come certain responsibilities for all users. The school district is providing access to the Sanborn Network for educational purposes only. All users must conform to the terms and conditions established by the District. If a student is under the age of eighteen (18) years of age, he or she must have his/her parents read and sign this policy. The school district cannot provide access to any student who, if eighteen (18) years of age or older, fails to sign and return the policy or, if under Eighteen (18) years of age, does not return the policy with their own signature and the signature of his/her parents or guardians. Terms and conditions of the Sanborn Regional School District Acceptable Use Policy are available from the Director of Technology or on the school district web site: www.sau17.org.

Student Lockers

Students will be assigned a locker at the beginning of the school year. Each locker is school property and should be treated as such. Athletic lockers are assigned by the athletic department. The school is not responsible for items left

unattended in or around the boys and girls locker rooms area.

Lost and Found

Personal possessions found by students in the building should be brought to the Main Office. Students who have lost such items should check with the Main Office. After the end of the school year, all unclaimed lost and found items may be donated to local charities.

“No School” Announcements

If there is to be a school cancellation, delay, or early release because of weather or other unforeseen emergencies, it will be announced by the local broadcast media and through the automatic phone notification system.

Visitors

All visitors must check in at the Main Office and receive a Visitor’s Pass. Visitors who are on campus without permission will be asked to check in or leave. No delivery persons or service providers are allowed on campus without permission of the administration. **Students must not open any outside doors for visitors.**

Academic Calendar

The Academic Calendar can be found in section six of this handbook. Please review and keep out for easy reference to important dates. Please note that special circumstances may require a change in the calendar throughout the year. We will do our best to ensure the most current version of the calendar is listed on our school website ([Calendars](#)).

Newsletter

The Sanborn Regional Middle School newsletter is sent each week to families and community members who elect to receive it through email. Current and past newsletters can be found on our school website ([Newsletters](#)).

School Registration/Withdrawal

When registering, please visit our [school website](#) to complete the necessary forms and documentation requirements. Please notify the school in advance if your child will be withdrawing from Sanborn Regional Middle School.

Student Dismissal

Student dismissals begin at 2:07pm. Students that are being picked up at the end of the day will meet their ride in the loop in front of the middle school entrance. Students that use bus transportation will report to their assigned bus in our bus loop located by the side staff parking lot.

Student Dismissal Changes

Students dismissed during the school day must be signed out and released through the main office and must report to the office upon return. Students will be released only to a legal guardian/parent or those designated by the legal guardian/parent on the Student Emergency Form. It may be necessary for you to show identification before your child will be released.

We strongly encourage families to use [Pickup Patrol](#) when changing student dismissals. Each family that will be new to Sanborn Regional Middle School will receive an email from Pickup Patrol that will allow you to create a secure account. Once created, all changes in dismissal can be easily and securely made using Pickup Patrol. If Pickup Patrol cannot be accessed for some reason, parents/guardians can email the main office when changing dismissal. The note should be

addressed to their teacher and given to your child to hand in to the office. For the safety of the students and to avoid last-minute end of the day classroom interruptions, the cut off time for dismissal changes is 1:00 pm. No changes in transportation will be made based on telephone requests or emails without verification and authorization from an administrator.

Changes in Transportation

Students who are eligible for bus transportation will ride their assigned bus. Often the buses are at capacity and must not be overloaded; therefore switching buses is not permitted. If a parent finds it necessary to make a bus change for a special circumstance such as a new childcare arrangement, please contact the Transportation Coordinator of Salter Bus Company at (800)-479-6433 to receive prior approval. If approval is obtained, parents must submit this change in Pickup Patrol to ensure that all parties are informed of the change. Students will not be discharged from school unless a parent, guardian, or a person identified on a student emergency card is present to pick them up.

SECTION TWO: ACADEMIC STANDARDS

Academic Standards

Introduction:

Sanborn Regional Middle School (SRMS) believes that the purpose of grading is to communicate student achievement. Grades are not about what students earn, they are about what students learn. All teachers at Sanborn use the same grading practices in their classrooms. The purpose of this document is to explain how those practices work.

Grading Scale:

| | | | | | | | |
|-----------|--------|-----------|-------|-----------|-------|----------|------|
| A+ | 97-100 | B+ | 87-89 | C+ | 77-79 | F | 0-69 |
| A | 93-96 | B | 83-86 | C | 73-76 | | |
| A- | 90-92 | B- | 80-82 | C- | 70-72 | | |

Course Grade Calculation:

| | | | |
|-----------|-----------|-----------|-----------|
| T1 | T2 | T3 | Y1 |
| 33% | 33% | 33% | 100% |

Evidence of Learning:

Formatives

30% of the grade in a trimester

Formative assessments/assignments (formatives) are any tasks that help students learn, practice or start to apply their knowledge. Formatives are evidence and opportunities for student and teacher feedback. Some formatives will be evaluated, scored, and included in the gradebook. Other formatives will not be scored, but used to assess a student's level of understanding in order to adjust teaching and instruction. Formative expectations will be outlined in the 6-8 Grade Level Overviews.

Summative Assessments

60% of the grade in a trimester

Summative assessments are any assessment that demonstrates student learning and depth of knowledge of the course content, performance indicators, and/or graduation competencies. All summative assessments will be evaluated, scored, and included in the gradebook. Summative assessment expectations will be outlined in the 6-8 Grade Level Overviews.

Homework

10% of the grade in a trimester

The goal of homework is to expand student knowledge, build skills and/or deepen understanding. Homework expectations will be outlined in the 6-8 Grade Level Overviews.

Reassessment/Relearn Procedures:

Eligible students will have one reassessment opportunity on any summative assessment given the following criteria are met:

- All related formatives have been completed.
- The original summative assessment was completed and submitted on time.
- The original summative assessment score is below 85%.

Students eligible for a reassessment must contact the teacher to set up relearning expectations within 5 academic calendar days from the date the summative assessment was returned to the student. The maximum score a student can receive on a reassessment is 85%.

Deadlines:

Assignments will have due dates. Due dates will be clearly communicated to students with appropriate time allotted to complete the work.

Missing Work/Make-up Procedures

If a student has an excused absence and misses a new formative, summative assessment, or homework assignment, the student and the teacher will develop a plan prior to (if applicable) or after the absence(s) to complete the make-up work with no less time than the amount of days missed.

Late Work

Formatives - If a student does not submit a formative on its due date, students will lose 5 points each day the formative is late. Formatives will not be accepted past the summative assessment and/or unit.

Summative Assessments - If a student does not submit a summative assessment on its due date, the student will not be eligible for reassessment. If a student does not submit a summative assessment on its due date, students will lose 5 points each day the assessment is late.

Homework - If a student does not submit homework on its due date, then it will not be accepted.

Incompletes

A student may be given an incomplete at the end of a trimester in order to complete any missing summative assessments, or complete a reassessment. Incomplete grades will be closed ten academic calendar days after the end of the grading period. An incomplete will typically be used in cases of documented severe illness, concussion protocol, or family emergencies.

Honor Roll

Honor roll is determined once, at the end of each academic year, and is based on the final course grades for that year. All Core Academic classes and Unified Arts classes will be counted towards qualifying for the honor roll.

| | |
|--------------------|---|
| High Honors | Final course grades of an A- and higher |
| Honors | Final course grades of a B- and higher |

National Junior Honor Society

The National Junior Honor Society is a service organization which recognizes a student's achievements in the areas of scholarship, leadership, service, character and citizenship. During the spring of the 7th year, students with a cumulative scholastic average of at least 90 percent are invited to apply to the NJHS within the time allotted by the adviser. After collecting input from faculty and staff on the character traits of each applicant, a board of Sanborn faculty and staff anonymously choose the new members who will be inducted the following fall of their 8th grade year. Candidates are selected by a majority vote of the Faculty Council based on how they have demonstrated outstanding character, have participated in various amounts of community service, and are leaders during school and outside of school.

Once students are inducted into NJHS, they are expected to attend weekly meetings, complete 15 hours of community service, maintain a cumulative average of at least 90 percent, be a strong representative of character in and outside of school, and stay out of any trouble with the law or the school.

Academic Honesty and Integrity:

Plagiarism

Any student who is caught plagiarizing will meet with the classroom teacher to discuss why it is an instance of plagiarism. When appropriate, teachers in all subject areas may teach lessons on how to properly cite sources and avoid plagiarizing. These lessons will be taught in collaboration with the MS media specialist. A student who repeatedly plagiarizes may face consequences as outlined in the SRMS Student Handbook.

The definition of plagiarism includes, but is not limited to:

- Copy, paraphrase, or summarize words or ideas without giving credit to the original source/creator (this includes individual sentences, pictures, quotes, data)
- Submit an assignment completed in one course for credit in another course without both teachers' permission

- Use another’s ideas or expressions (whether they be from published source, parent, sibling, friend, etc.), passing them off as your own (this includes completing collaborative work on independent assignments)
- Use SparkNotes, Cliff Notes, reading guides, or video/DVD as a substitute for actual reading of an assigned text unless assigned by the classroom teacher
- Falsify research or results and/or copy games, music or software.

Cheating

Any student who is caught cheating may face consequences outlined in the SRMS Student Handbook.

Instances of cheating may include, but are not limited to:

- Taking photographs of assessments/assignments/homework
- Completing assessments/assignments/homework for someone else
- Sharing questions or answers to assessments/assignments/homework
- Gaining unauthorized access to exams/answers, altering computer records, or forging signatures for the purpose of academic advantage
- Using anything other than tools/resources/notes approved by the instructor on any assessments/assignments/homework

Student Obligations

Fees may be charged for materials, projects, and special items in particular courses and activities selected by students. In such cases the fee amount will be determined in advance and will be due within two weeks after the course or activity begins. In cases of financial hardship, such fees and charges may be waived by the building principal.

Students should respect all books and equipment they are entrusted with. When they are damaged or destroyed, students will be required to pay for repair or replacement and may receive disciplinary action as well.

Parents are expected to pay an appropriate charge for any Chromebooks, laptops, textbooks or other district owned materials (sports uniforms, band instruments, etc.) that are lost or damaged.

In instances where financial responsibilities are not met the following may occur:

- Report cards and transcripts may be withheld
- Participation in non-academic extra-curricular activities may not be permitted

Complaint Procedure

The administration and staff of the Sanborn Regional School District believes every student is a unique and important individual deserving of our respect and courtesy. We want you to feel comfortable bringing forward any issue concerning your child.

The procedure for bringing a concern to the attention of the school is as follows:

1. If applicable, bring your concern to your child’s teacher or guidance counselor first.
2. If you are unable to resolve the issue, contact the Director of Guidance or an Assistant Principal.
3. If you are unable to resolve the issue, contact the Principal.
4. If you are still unable to resolve the issue, please write a letter to the Superintendent of Schools, with a copy to the principal.
5. You may request a mediation meeting.
6. You must then be notified of how the resolution was achieved.

SECTION THREE: STUDENT ACTIVITIES AND SERVICES

Co-Curricular Activities

It is the philosophy of Sanborn Regional Middle School that much of what is valuable about the middle school experience takes place outside of the traditional classroom. We encourage students to develop, and maintain, connections to the school community by becoming involved in activities that they have an interest in or already have a talent for. We are committed to offering a wide range of activities for all students to become involved in. The variety and availability of these programs is something we are proud of and we would like to see all students take advantage of our co-curricular program.

Athletics

Sanborn's athletic program consists of an interscholastic program which is elective and offered after regular school hours. In order to be eligible to participate in athletics, each participant must have a medical statement provided by a physician, dated no less recently than 13 months of the current date, certifying that the student has passed a pre-participation physical examination.

Parents / Guardians of student-athletes must register their children prior to full participation in physical activities at practice or any participation in games. Registration takes place online ([Athletic Registration](#))

Student-athletes must remain academically eligible. Students struggling with academics may be reviewed by an academic team and declared eligible or ineligible for participation based on the circumstances present at that time. This determination will be made by the team which will include the Athletic Director, the Principal or his/her/their designee, and student-athlete, and his/her/their parent/guardian.

Sanborn Regional Middle School Athletic Programs:

| | | | |
|---------------|--------------|----------|-------------------------|
| Baseball | Basketball | Soccer | Outdoor Track and Field |
| Cross Country | Field Hockey | Softball | Cheer |

Advisory

The advisory program ensures that every student has the opportunity to feel known, heard, and understood by an adult in a non-academic setting. Counselors and advisors work together to implement a comprehensive guidance curriculum which assists in fostering a fulfilling school experience for all students. Through these weekly small group meetings, meaningful connections are made with other students and adults.

Student Emergency Information

Emergency contact information must be updated annually (or when important information changes) using an online form located on the middle school website. The information provided is critical to ensuring direct communication with parents/ guardians in the event of an emergency. Accurate medical information also helps to ensure the safety of students.

School Counseling Services

The Sanborn Regional Middle School Counseling program is an essential part of the educational process for students. This program is designed to meet students' needs by helping them define and meet expectations in all facets of their lives – educational, emotional, social, and career. Each student will be assigned to a school counselor upon entrance to Sanborn Regional Middle School. Activities are conducted on a regular and planned basis with the goal of providing students with experiences to help them grow and to reach their full potential. Counselors provide direct services to students, as well as working with parents, school staff, and members of the community.

Unless otherwise instructed in writing by a parent or guardian, services provided through the School Counseling Office will be provided to all students through self-referral, staff referral, and/or parent referral. Special Education students who require counseling as an educationally related support will receive service consistent with state and federal laws and as detailed in the Individualized Education Plan.

All information shared in the counseling relationship is treated with the deepest respect. Counselors have an ethical responsibility and professional duty not to divulge information learned in private interaction unless there are compelling circumstances, or a legal mandate to do so. Counselors are obligated to share information with parents of minors and others in the following circumstances: as ordered by a court of law; to protect a student from harm, abuse and neglect; and, to warn potential victims of the intent to harm.

Library

The school library is open from 7:20 a.m. to 3:15 p.m. The library provides all students with access to online databases, ebooks, and digital audiobooks for research and enjoyment. The username to access most of these digital resources is sanborn nh and the password is 03848. To read or listen to a book on Overdrive, use your student ID#. Let your librarian know if you have any questions.

School Nurse

A full time registered nurse is on staff to provide a quality comprehensive health program at Sanborn Regional Middle School. This program will promote the health, safety, and well-being of all students and staff. Any student who becomes ill or injured during the school day should report to the school nurse. She is responsible for dismissing the student, for contacting the parent or guardian, and/or for calling for additional medical support services. A student who is dismissed because of illness may not participate in any school event/activity later that day.

Prescription medication required by a student must be kept in the Nurse's Office and administered by her when required. Medication will be administered in school only after receiving and filing in the student's health record the following:

1. A written statement from the licensed prescriber detailing the method of taking the medication, dosage, and the time schedule of the medication.
2. A written authorization from the parent/guardian indicating the desire that the school assist the student in taking the prescribed medication.

Students may possess and self-administer an epinephrine auto-injector if the student suffers from potentially life-threatening allergies. Both the student's parent/guardian and physician must authorize such self-possession and self-administration. If a student finds it necessary to use his/her auto-injector, s/he shall immediately report to the nearest supervising adult. The school nurse or building principal may maintain at least one epinephrine auto-injector, provided by the student, in the nurse's office or other suitable location. Additionally, students may possess and self-administer a metered dose inhaler or a dry powder inhaler to alleviate or prevent asthmatic symptoms, auto-injectors for severe allergic reactions, and other injectable medications necessary to treat life-threatening conditions. Both the student's parent/guardian and physician must authorize such self-possession and self-administration. Students shall not share any prescription or over-the-counter medication with another student. ([See Policy JLCD](#))

SECTION FOUR: STUDENT CODE OF CONDUCT

The primary goal of Sanborn Regional Middle School is to educate, not to discipline. The discipline code at Sanborn Regional Middle School is written in the best interest of our academic and social community, which focuses on balancing student rights with the school's obligation to maintain safety and order.

Behavior Expectations

S-Self Directed, **P**-Perseverance, **I**-Inspiration, **R**-Responsibility, **I**-Independence, **T**-Tolerance

Sanborn Regional Middle School uses our core values acronym, S.P.I.R.I.T., to guide and teach our behavior expectations. These expectations are organized around the positive behaviors that we expect to see from middle school students throughout the day. Expectations are posted throughout the building and are broken down into categories starting with general expectations throughout the building and becoming specific in areas such as the classroom, hallways, bathrooms, and cafeteria. By consistently applying S.P.I.R.I.T. across the building, students and staff will know what to expect in all areas.

[School Board Policy JICD](#) addresses all aspects of the school's approach to discipline and due process. This policy establishes the substantive parameters, procedures and due process that shall apply before a student may be subject to temporary (same day) or removal from classrooms or activities, restriction from activities, detentions, suspensions and/or expulsion. The policy stipulates that the school response to misconduct, including disciplinary measures and consequences, should be designed to maximize student academic, emotional and social success, while at the same time assuring safety of all students, staff and school visitors. Administration of any of the consequences described in this policy shall be consistent with the system of supports and graduated sanctions established pursuant to Policy [JIC](#) and the school's Code of Conduct which is explained below.

Dress Code ([Policy: JICA, JICA-R](#))

Students shall dress themselves in an appropriate manner. At all times their dress shall reflect good taste. In general, wearing apparel and appearance will be determined at the discretion of the parent. Student dress shall be regarded as merely another manifestation of student attitude and conduct. When there is evidence that a student's choice of clothing or appearance interferes with the educational process and mission of the school, the school will exercise its rights and responsibilities to intervene and take corrective action. If a student's general attire or appearance represents a danger to his or her health or welfare, or attracts undue attention to the extent that it becomes a disruptive factor in school, the principal or his/her designee will ask the student to make the necessary changes. In the event that the change does not take place in the time allowed, the principal or his/her designee will prescribe the necessary action to be taken by the school.

1. Students are expected to follow all school rules governing safety in specialized programs that may require the wearing of protective clothing, safety glasses, proper foot protection, or other similar requirements.
2. In all matters relating to individual dress, students are required to exercise discretion, exhibit responsible behavior, and endeavor to reflect respect for themselves, their school, and their community.
3. The wearing of clothing, insignia, symbols or adornments worn or carried on or about a student which may promote the use of any controlled substance, including but not limited to drugs, alcohol, or tobacco, is unacceptable.
4. The wearing of clothing which features offensive and/or vulgar words, pictures or drawings, or, for the sake of humor, includes phrases of a sexual nature or phrases that have derogatory language regarding a person's ethnic background, national origin, religious belief, sexual orientation, or disability is unacceptable.
5. The wearing of clothing which is unduly revealing or attire which detracts in any way from the educational mission of the school is unacceptable.

A visual representation of the middle school dress code can be found at the end of this handbook.

Electronic Devices

SRMS Personal Device Expectations ([see SRSD Policy JICJ](#))

The Board recognizes that many students possess cell phones and other electronic devices that they wish to carry at school. These devices may **not** be used at school and/or during school activities in any manner that disrupts the educational process or school environment, or that violates Board policies or school rules.

The Sanborn Regional School District is not responsible for damage, loss or theft of students' privately-owned devices.

1. Students are prohibited from using privately-owned electronic devices, including but not limited to cell phones, smartphones, tablets, drones, smart watches, and electronic games during classes and school activities, including study halls, field trips, and co-curricular/extra-curricular activities.
 - a. During classes and school activities, all electronic devices must be turned off and put away (in a locker, backpack, etc.).
 - b. If this rule is violated, the device will be confiscated for the remainder of the school day, and discipline may be imposed as provided below.
2. Students may use privately-owned electronic devices (excluding drones) between class periods and during lunch periods. Care must be taken to use such devices in a manner that does not interrupt the activities of others.
3. Students may use privately-owned electronic devices while traveling to and from school activities to the extent allowed by bus drivers or employees chaperoning.
4. The use of personal cameras or video/sound recording functions on any personal electronic device is strictly prohibited. Video/sound recording functions are only permitted for specific course related projects on school owned devices.
5. Any use of privately-owned electronic devices that violates any Board policy, procedure or school rule is strictly prohibited. In addition, accessing, viewing, submitting, forwarding, downloading or displaying any materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing, bullying and/or illegal is prohibited.
6. Students' privately-owned electronic devices may be subject to search if there is reasonable suspicion that a student is violating Board policies, procedures or school rules, or engaging in other misconduct, and that the device may contain relevant evidence. Administrators may confiscate such devices for as long as necessary to complete their investigation. A student who refuses to comply with a search directive may be subject to disciplinary action, including the disciplinary consequences for the suspected violation.
7. Students violating these rules will be subject to discipline potentially including (but not limited to) :
 - a. Revoking the privilege to possess privately-owned electronic devices at school; and/or
 - b. Sanctions ranging from detention to expulsion from school, depending upon the nature of the offense and the student's disciplinary record.

Bullying, Harassment, Hazing, Discrimination ([SRSD Policies JICK and ACAA](#))

It is the policy of the Sanborn Regional School District to maintain a working and learning environment that is free from harassment and violence based upon age, color, disability or handicap, gender, national origin, race, religion, or sexual orientation. The district prohibits any and all forms of bullying, harassment, or violence and has developed this policy to ensure that the educational opportunities of all students and the employment conditions of all employees are not threatened or limited by such harassment. Refer to the section of this handbook entitled Section 6 —Sanborn Regional School District Policies for more specific detail and to determine reporting procedures. Students who fail to adhere to these guidelines could be subject to disciplinary action.

School Bus Transportation ([SRSD Policy EEAEC](#))

School bus transportation is a privilege. All school rules for behavior, including non- smoking, apply. Failure to cooperate with the driver can and will ultimately result in loss of the school bus privilege. Please do not request the bus driver to allow a student to get off the bus at a stop other than the one the passenger is supposed to use. The driver may stop only at designated bus stops. System-wide bus rules and regulations are also in effect.

Student Expectations While Riding School Transportation

In order to provide safe transportation to and from school, the following rules apply. It is our belief that all students can behave appropriately and safely while riding on a school bus.

Students will:

- Stay in their seats.
- Follow the directions of the driver.
- Refrain from pushing, shoving, cutting in line or fighting at any time while on the bus or at a bus stop.
- Refrain from throwing objects or littering.
- Refrain from making excessive noise (shouting, whistling, etc ;)

If a student breaks a rule: (Consequences for “inappropriate behavior” are at the building administrator’s discretion.)

- 1st Incident: Driver verbally warns student.
- 2nd Incident: Driver submits a written report to the principal and parents are notified.
- 3rd Incident: Student may be suspended from bus for one day.
- 4th Incident: Student may be suspended from bus for three days.
- 5th Incident: Student may be suspended from bus for the long term.

Severe Disruption:

The following “inappropriate behavior” will result in automatic suspension of transportation privileges from a minimum of three days to long term, and payment for any property damage:

- Physical harm to student(s.)
- Physical harm or threat of physical harm.
- Use of vulgar or obscene language or gestures.
- Property damage.
- Total disruption which creates a safety hazard.

Searches ([SRSD Policy JIH, JIH-R](#))

The superintendent, principal, security personnel of the school or other authorized personnel may detain and search any student or students on the premises of the public schools, or while attending, or while in transit to, any event or function sponsored or authorized by the school when that person has reasonable suspicion that the student may have on the student’s person or property:

- Alcohol
- Dangerous weapons
- Prohibited electronic devices
- Controlled dangerous substances as defined by law
- Stolen property if the property in question is reasonably suspected to have been taken from a student, a school employee, or the school during school activities
- Any other items which have been or may reasonably be disruptive of school operations or in violation of student discipline rules and applicable provisions of the student handbook.

School lockers and school desks are the property of the school, not the student. Students who use school district lockers, desks, and other storage areas or compartments have no reasonable expectation of privacy from school employees as to the contents of those areas. Lockers, desks, and other storage areas or compartments may be subjected to searches at any time with or without reasonable suspicion. Students are not to use any school area or property to store anything that should not be at school. Students shall not exchange lockers or desks. Students shall not use any lockers or desks other than those assigned to them by the principal or designee. A shared locker or storage area implies shared responsibility.

School Safety/Resource Officer

The School Safety/Resource Officer is present at Sanborn Regional Middle School each school day and is responsible for all school safety issues, for keeping the community in balance, and as a personal resource for both students and staff. We hope that students will feel comfortable seeking assistance and counsel whenever they have issues or concerns that might require the School Safety/Resource Officers expertise or advice.

Police involvement

In situations that occur during school, in any school building, on any school property, on any school bus, during any school sponsored event, or during any period of time when students are subject to the authority of school personnel is governed by a Memorandum of Understanding between the Sanborn Regional School District and the Kingston Police Department. A copy of the memorandum is available upon request. This collaborative effort is designed to ensure a safe school environment and supports zero tolerance for drugs, alcohol, weapons, and violence. In accordance with these goals, the Kingston Police Department becomes involved with the school in these areas and any others that may violate the law. In such cases, individual incidents, including student names, will be reported to the police. The principal reserves the right to involve the police in the investigation of suspected illegal activity.

Student Interviews and Interrogations ([SRSD Policy JIHD](#))

Interviews by School Administrators

When a violation of Board policy or school rules occurs, the school principal or designee may question potential student victims and witnesses without prior consent of the parent, guardian, or legal custodian. If a school official is investigating a report of child abuse regarding the student and the suspected perpetrator is a member of the student's family, no contact with the student's family will be made.

In situations where a student is suspected of violating Board policies or school rules, the principal or designee may question the suspected student if the school official has reasonable grounds to suspect that such a violation has occurred. The nature and extent of the questioning must be reasonably related to the objectives of the questioning. If the student denies any involvement or culpability, the student will have the opportunity to present his or her side of the story, orally or in writing to the proper school administrator.

Interviews by Law Enforcement Officers

Law enforcement officers may wish to interview students regarding their knowledge of suspected criminal activity and may wish to interrogate students who are themselves suspected of engaging in criminal activity. Except when law

enforcement officers have a warrant or other court order, or when an emergency or other exigent circumstances exist, such interviews and interrogations are discouraged during the students' class time. The principal and principal's designee have the right and the obligation to take reasonable steps to prevent disruption of school operations and the educational process, while at the same time cooperating with law enforcement efforts. Accordingly, the principal or designee shall work together with law enforcement officers to coordinate efforts and minimize or prevent such disruption in cases of student interviews and interrogations. In the event of disagreement, the principal or designee shall immediately contact the Superintendent of district legal counsel for assistance.

Prior to any interrogation of students by law enforcement, the principal or designee will make a reasonable effort to contact the student's parent(s)/guardian(s) to inform them of the pending contact with law enforcement, and allow the parent reasonable time to join their child during that process. An exception to this will be made in line with the first paragraph of this policy in cases of suspected child abuse by a family member.

In the event of any inconsistency between this policy and any memorandum of understanding between the District and local law enforcement agencies, such memorandum of understanding shall control.

Due Process ([see SRSD Policy JICD](#))

Students referred for possible disciplinary action will be given the right to due process. This includes the ability to describe their version of events, present physical evidence, and review the evidence against them when that falls within the guidelines of applicable laws and school policies. Any student/guardian who questions disciplinary action taken against them/their child may request an informal discussion with an administrator not directly involved in the initial action for review. The disciplinary action may be enforced until this conversation takes place. Administration will make every effort to expedite these conversations. Any suspension in excess of ten (10) school days, as described in Sanborn Regional School Board Policy JICD, is appealable to the School Board, provided the Superintendent receives the appeal in writing within ten (10) days after the issuance of the Superintendent's decision. Any suspension in excess of ten (10) school days shall remain in effect while this appeal is pending.

Disciplinary Consequences

Removal From the Classroom

"Removal from the classroom" means a student is sent to the building Principal's office or to his/her designee or other designated area during the same school day. It is within the discretion of the person in charge of the classroom or activity to remove the student. Students may be removed from the classroom at the classroom teacher's discretion if the student refuses to obey the teacher's directives, becomes disruptive, fails to abide by school or District rules, or the Code of Conduct, or otherwise impedes the educational purpose of the class. Before ordering the removal, the staff member ordering the removal shall warn the student of the infraction and allow the student to respond. Removals are not appealable.

Restriction From School Activities

"Restriction from school activities" means a student will attend school, classes, but will not participate in other school extra-curricular activities, including such things as competitions, field trips, and performances. A student who has been restricted from school activities may not participate in practices (including, but not limited to, athletic, academic and/or extracurricular activities). Before ordering the restriction, the supervising employee (e.g., teacher, coach, director, Principal, etc.) ordering the restriction shall warn the student of the infraction and allow the student to respond. If the restriction is immediate and outside of school hours, provision must be made to assure the student is not left unsupervised. The terms of the restriction shall be communicated to the Principal and the student's parent/guardian. Restrictions under this policy are not appealable.

Detention

"Detention" means the student's presence is required for disciplinary purposes before or after the hours when the student is assigned to be in class, and may occur on one or more Saturdays. Students may be assigned classroom detention at the classroom teacher's or his/her designee's discretion, and building detention at the Principal's discretion or his/her designee, if the student refuses to obey the teacher/employee's directives, becomes disruptive, fails to abide by printed classroom, school or District rules, or the Code of Student Conduct, or otherwise impedes the educational purpose of the class. Before ordering the detention, the staff member ordering the detention shall warn the student of the infraction and allow the student to respond. Parents/guardians shall be notified at least 24 hours prior to a student serving detention.

Detentions before or after school shall not exceed one hour, and Saturday detentions shall not exceed three hours. The building Principal or his/her designee is authorized to establish, announce and post additional guidelines and rules regarding detention, supervision, building access, etc.. The length and timing of the detention, is within the discretion of the licensed employee disciplining the student or the building Principal, pursuant to the posted rules of the school. Detentions are not appealable.

Temporary Reassignment

"Temporary Reassignment" or "in-school suspension" (ISS) means the student will attend school, but will be temporarily isolated from one or more classes while under supervision. A temporary reassignment should not exceed five consecutive school days. Parents/guardians shall be notified at least 24 hours prior to the administration of a temporary reassignment. The building Principal or his/her designee is authorized to issue reassignment, restrictions from activities, or place a student on probation for repeated failure to conform to the Student Code of Conduct, classroom rules, or for any conduct that causes material or substantial disruption to the school/class environment, interferes with the rights of others, presents a threat to the health and safety of students, employees, and visitors, is otherwise inappropriate, or is prohibited by law.

ISS is an in-house program to which a student may be assigned to spend the entire or a portion of the school day in the designated ISS location for breaking school rules. Students must meet the requirements set for in the ISS contract in order to receive credit for the day. Students who are serving ISS will be required to turn in their cell phone to administration prior to beginning ISS. If a student refuses, the ISS may be turned into an OSS, with additional in school and/or out of school suspension time possible.

Out-of-School Suspension

"Out-of-school suspension" (OSS) means the temporary denial of a student's attendance at school for a specific period. It includes short-term and long-term out of school suspensions.

a. Short-term suspension. A "short-term suspension" means an out-of school suspension of ten (10) consecutive school days or less. RSA 193:13, I (a).i The Superintendent or his/her written designee is authorized to suspend a student for ten

(10) school days or less. A short-term suspension may be imposed only for:

- i. Behavior that is detrimental to the health, safety, or welfare of pupils or school personnel (including, but not limited to, and act of theft, destruction or violence, as defined in RSA 193-D: 1); or
- ii. Repeated and willful disregard of the reasonable rules of the school that is not remediated through imposition of the district's graduated sanctions described in JIC and the Student Code of Conduct.

Pursuant to RSA 193:13, XI (b) and Board policy JIC, a short-suspension over 5 days must conform to the standards included in the Code of Student Conduct. Before any short-term suspension may be imposed, a student is entitled to the minimum due process (notice before meeting of the charge and explanation of evidence, notice of the possibility of suspension, opportunity for the student to respond, and a written decision explaining the disciplinary taken). See New Hampshire Department of Education Rule Ed 317.04(f) (1).iii

b. Long-term suspension. A "long-term suspension" is the extension or continuation of a short-term suspension

for a period not to exceed an additional 10 days beyond the duration of the short-term suspension.

The Superintendent is authorized to continue the suspension and issue a long term suspension of a pupil for a period in excess of ten (10) school days, provided only that if the Superintendent issued the original short-term suspension, then the School Board may designate another person to continue the short-term suspension and issue the long-term suspension. A long-term suspension may only be imposed for:

- i. an act that constitutes an act of theft, destruction or violence, as defined in RSA 193-Div;
- ii. bullying pursuant to Board policy JICK when the pupil has not responded to targeted interventions and poses an ongoing threat to the safety or welfare of another student; or
- iii. possession of a firearm, BB gun, or paintball gun.

Prior to a long-term suspension, the student will be afforded a hearing on the matter. The informal hearing need not rise to the level and protocol of a formal hearing, but the process must comply with the requirements of Ed 317.04 (f)(2), and (f)(3)(g), including, without limitation, the requirements for advance notice and a written decision.

Re-entry Meetings and Intervention Plans

Prior to returning to regular classes, a suspended student, and parent/guardian (when available) shall meet with the building Principal or his/her designee to assist the student in smoothly returning to the school setting. Any time a pupil is suspended more than 10 school days in any school year, upon the pupil's return to school the school district shall develop an intervention plan designed to proactively address the pupil's problematic behaviors by reviewing the problem behavior, re-teaching expectations, and identifying any necessary supports.

Discipline Reports ([see SRSD Policy JRA](#))

Discipline reports are considered part of a student's record. The policies for how records are maintained and who has access is described in Sanborn Regional School Board Policy JRA.

Discipline Levels

Minor Incidents

Classroom Behavior (Dealt with by teachers)

1. Unauthorized use of electronic devices
2. Attendance concerns: Tardy, leaving class early, missing for an extended period of time during class
3. Disrespect/insubordination
4. Plagiarism as described in the SRMS Grading and Reporting manual under section one of this handbook.
5. Any other disruption of the learning environment in the classroom

Possible Consequences: Verbal or written warning, confiscation of device by teacher, lunch/recess detention, teacher-assigned after school detention, restorative practices, communication with parent/guardian.

School Behavior (Dealt with by teacher and/or administrator)

1. Dress code violations
2. Failure to report for a teacher or administrator-assigned after school detention
3. Cutting class, roaming hallways

4. Repeated plagiarism and cheating as described in the SRMS Grading and Reporting manual under section two of this handbook.
5. Misbehavior in any common area (cafeteria, hallway, auditorium, etc.)
6. Presence in an unauthorized area (cafeteria or gym during a non-assigned time, auditorium without permission, unsupervised classroom area, in high school area without permission, outside without permission, etc.)
7. Any other minor disruption of the learning environment in the school

Possible Consequences: Conference with Administrator, teacher-assigned detention, administrative detention, restorative practices, community service, in-school suspension.

Major Incidents

Significant School Behavior (Dealt with by an administrator)

1. Failure to comply with assigned consequence in level(s) above
2. Repeated disrespect and/or insubordination to a staff member
3. Profanity/obscenity directed at a staff member or peer
4. Dishonesty (plagiarism, cheating, lying, and forgery)
5. Gambling
6. Theft (requires restitution and report to the local police)
7. Violation of Acceptable Use Policy for Technology (network access may be restricted)
8. Vandalism, destruction or defacement of school property (may require report to local police)
9. Leaving the school building and/or property without permission; transporting another student without permission
10. Opening any outside doors to any person during the school day (All visitors must be let in by the office staff only)
11. Any other chronic and/or significant behavior act which disrupts the educational environment of the school

Possible Consequences: Conference with administrator, restorative practices, community service, detention, up to five days of In-School Suspension and/or Out-of-School Suspension.

Safety Violations (Dealt with by an administrator, some require report to local police)

1. Possession, use, or knowingly being in the presence of nicotine delivery devices, such as cigarettes, vaporizers or related paraphernalia, and/or similar items
2. Instigating a fight or physically threatening or intimidating another person
3. Fighting or assaulting another student or staff member
4. Harassing, bullying, violating civil rights, and/or otherwise discriminating against students or staff (includes gender; sexual orientation; race, color or national origin; disability; ethnic; religious; any other characteristics.)
5. Organizing or participating in hazing incidents
6. Any act which could cause, does cause, or results in the injury or public embarrassment of a student or staff member.
7. Any act which threatens the safety or well-being of the offending student or of other students or staff
8. Possession of prescription or over-the-counter medication other than that required to be carried for personal safety as outlined in Policy JLCD--this will normally be limited to epi-pens and inhalers
9. Any other similar safety violation not specifically listed above.

Consequence Guidelines: Up to ten (10) days in or out of school suspension, or a combination of both up to ten days. Referral to local police is required in some cases. Repeat offenders may receive more significant consequences, and may be required to meet with the Superintendent of Schools or his/her designee with the possibility of additional consequences up to and including expulsion as determined by the Superintendent or his/her designee.

Legal Violations (Dealt with by an administrator and reported to the local police)

1. Possession, use, or knowingly being in the presence of drug paraphernalia and/or any controlled or illegal substance, being under the influence of any controlled or illegal substance, or assisting in the procurement of same; this includes prescription medication not prescribed for that student and alcoholic beverages. Derivatives of controlled substances including but not limited to edible delivery systems and extracts of controlled substances are also considered the same as the substances themselves
2. Sale or distribution of, or intent to sell or distribute/gift any controlled or illegal substance
3. Possession use, or knowingly being in the presence of a dangerous weapon (see School Board Policy JICI)
4. Creation of a public alarm which endangers or has the potential to endanger the safety of any student or any group of students or staff
5. Any other similar legal violation not specifically listed above.

Consequence Guidelines: Up to ten (10) days in or out of school suspension, or a combination of both up to ten days. Referral to local police. Repeat offenders may receive more significant consequences. Required meeting with the Superintendent of Schools or their designee with the possibility of additional consequences up to and including expulsion as determined by the Superintendent, his/her designee and/or the School Board.

Attendance Guidelines ([SRSD Policy JH](#))

Class attendance is essential for gaining the full learning experience provided by Sanborn Regional Middle School and for providing teachers with sufficient evidence to determine whether or not a student has demonstrated competency. Students must make every effort to be in class on a consistent basis to fully benefit from the opportunities for academic, social, emotional, and physical growth.

1. Parents and students are expected to share responsibilities for regular attendance.
2. The school should be notified of any anticipated absences and/or called on the morning of an absence. Parents are encouraged to call before the start of school.
3. Whenever possible, parents should send to the office any written documentation to support an absence (doctor visit, college visit, court hearing, funeral, etc.) as soon as possible.
4. A student's absence will be declared documented or undocumented based on the guidelines listed below. Students are expected to make up all work that they miss due to an absence from class in a timely manner. Individual teachers will set deadlines for this make-up work.
5. All absences, excused or unexcused, documented or undocumented, will count toward the attendance limit.

Documented absences are absences necessary for the health and welfare of the student, a significant family emergency, or a school sponsored activity. Documentation is required for all of these absences and will be kept on file in the Main Office. Such absences may include, but are not limited to the following:

- Illness: A doctor's note may, at the discretion of administration, be required. An absence of 5 or more consecutive days will require a doctor's note brought to the school nurse.
- Medical appointments or treatment.
- Religious holidays regularly observed by persons of the child's faith.
- Attending the funeral service of an immediate family member.
- Personal or family emergency requiring the student's absence when approved, at the discretion of the school administrator.
- Family obligations (not including vacations) with prior approval from an administrator.

Undocumented absences are absences from class or school that are not within the spirit of the New Hampshire Education Laws. Undocumented absences may include, but are not limited to, leaving the building without permission, truancy, class cuts, other absences that do not meet the criteria to be considered documented absences as noted above. Absences that are not declared by a parent on the day of the absence will be considered undocumented until documentation is provided.

It is important that students and parents realize that the limits of absenteeism listed in these guidelines are not to be considered as approved days to be absent from class.

Family Vacation: Family vacation absences will be charged against the student's attendance record for the purpose of the attendance policy. It is the student's and parent's responsibility to have the family vacation form filled out one week before the requested family vacation. It will then be the student's responsibility to collect any work that will be missed during the family vacation and to set a deadline for the work with each individual teacher. A student must give the teacher at least one week's notice prior to the family vacation.

Tardiness/cutting class: Students are expected to be in school and in class on time. Students who are habitually late to school will receive disciplinary consequences from a school administrator. Students who are habitually late to class will receive disciplinary consequences from their teacher.

Truancy

Truancy is defined as any unexcused (undocumented) absence from class or school. Under New Hampshire law, ten half-days of unexcused absence during a school year constitutes habitual truancy. A half-day absence is defined as a student missing more than two hours of instructional time and less than three and one-half hours of instructional time. Any absence of more than three and one-half hours of instructional time shall be considered a full-day absence. The Principal or Principal's designee is hereby designated as the District employee responsible for overseeing truancy issues.

When a student reaches habitual truancy status or is in danger of reaching habitual truancy status, the Principal will send the student's parent(s)/guardian(s) a letter, which includes:

1. A statement that the student has become or is in danger of becoming habitually truant;
2. A statement of the parent/guardian's responsibility to ensure that the student attends school; and
3. A request for a meeting between the parent/guardians and the Principal to discuss the student's truancy and to develop a plan for reducing the student's truancy.

Participation in Extracurricular Activities

Students who arrive to school late without a valid (documented) reason and students who have undocumented absences from school will not be permitted to participate in any extra-curricular activities or school-sponsored events that are held that same day. This includes participation in sports, sports practices, clubs, music concerts, plays, field trips, etc.

Suspensions

Suspension days do not count toward the attendance limit. Students who are suspended from school are required to make up work they missed during their suspension from school. Students are responsible for requesting work from each teacher. Upon return to school all work must be completed in a timely manner with a due date established mutually between the student and the teacher.

Appeal Process

All appeals of the attendance policy shall be made in writing to the principal as soon as possible, no later than five days after the parent and/or student has received notification that they have surpassed the attendance limit. The appeal will be reviewed by the principal, or his or her designee. Documentation provided by students throughout the year will be kept on file and will be reviewed as part of the appeal process.

SECTION FIVE: EMERGENCY PROCEDURES

The Sanborn Regional School District is committed to ensuring the safety of its students and staff. Members of the administration, professional personnel, and support staff have received training in emergency procedures and have adopted the following recommendations of the *New Hampshire Office of Emergency Management, Kingston PD, and the Secret Service*. *Teachers, staff and students are now ALICE certified and trained.*

Emergency Situations

The first person who is aware of a situation, should immediately direct nearby people to safety and then notify the office by intercom or telephone.

Response Plans

All staff members will immediately consult the Emergency Procedures Manual posted in each room and will follow the procedures pertaining to the specific occurring event.

Radiological Emergency Response Plan

The Level of Emergency Determines the Appropriate Response

Unusual Event at the Seabrook Nuclear Power Plant: *No notification; no action required.*

Alert at the Seabrook Nuclear Power Plant: *School may be notified. No action required unless directed.*

Stand by Status: *Superintendent of Schools may order, as a precautionary measure, school cancellation via normal procedures.*

Site Area Emergency or General Emergency

School in session: *School may be notified and may be directed to undertake a protective response, such as lock down, or evacuation*

School not in session: *The Superintendent may cancel school via normal procedures as a precautionary measure*

Other Instructions: *Turn on AM/FM radio to WOKQ (97.5 FM).*

SECTION SIX: ATTACHED DOCUMENTS

Calendar

SANBORN REGIONAL SCHOOL DISTRICT • 2023-2024 CALENDAR

| <p>21 New Teacher Orientation 22 - 24 Teacher Workdays 25 No Staff Day 28 Students Return</p> <p>4 student days 7 teacher days</p> | <p style="text-align: center;">AUGUST '23</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> <tr> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> </tr> <tr> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> </tr> <tr> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> </tr> <tr> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td>31</td> <td></td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | | | <p style="text-align: center;">FEBRUARY '24</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> </tr> <tr> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> </tr> <tr> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> </tr> <tr> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> </tr> <tr> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td></td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | | | <p>23 PD Day for Professional Staff 26– 29 Winter Vacation</p> <p>16 student days 17 teacher days</p> | | | | | | | | | | | | | | |
|---|--|----|----|----|----|----|---|---|--|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|---|----|----|---|---|----|---|--|---|---|---|---|----|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|---|----|----|----|----|----|----|--|--|--|--|--|--|--|--|
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| 27 | 28 | 29 | 30 | 31 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>1, 4 No School 4 Labor Day 5 Preschool Begins</p> <p>19 student days 19 teacher days</p> | <p style="text-align: center;">SEPTEMBER '23</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> </tr> <tr> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> </tr> <tr> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> </tr> <tr> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> </tr> <tr> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | <p style="text-align: center;">MARCH '24</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> </tr> <tr> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> </tr> <tr> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> </tr> <tr> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> </tr> <tr> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> </tr> <tr> <td>31</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | | | | | | | <p>1 Winter Vacation 12 PD Day for Professional Staff</p> <p>19 student days 20 teacher days</p> | | | | | | | |
| S | M | T | W | Th | F | S | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 3 | 4 | 5 | 6 | 7 | 8 | 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>6 PD Day for All Staff 9 No School Day</p> <p>20 student days 21 teacher days</p> | <p style="text-align: center;">OCTOBER '23</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> </tr> <tr> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> </tr> <tr> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> </tr> <tr> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> </tr> <tr> <td>29</td> <td>30</td> <td>31</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | | | | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | | | | | <p style="text-align: center;">APRIL '24</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> <tr> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td>13</td> </tr> <tr> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td>20</td> </tr> <tr> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td>27</td> </tr> <tr> <td>28</td> <td>29</td> <td>30</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | | | | <p>22–26 Spring Vacation</p> <p>17 student days 17 teacher days</p> | | | | | | | |
| S | M | T | W | Th | F | S | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 15 | 16 | 17 | 18 | 19 | 20 | 21 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>7 PD Day for All Staff 10 Veterans Day – No School 22-24 Thanksgiving Holiday</p> <p>17 student days 19 teacher days</p> | <p style="text-align: center;">NOVEMBER '23</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> </tr> <tr> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> </tr> <tr> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> </tr> <tr> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td></td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | | <p style="text-align: center;">MAY '24</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> </tr> <tr> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> </tr> <tr> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> </tr> <tr> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td>31</td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | | <p>27 Memorial Day – No School</p> <p>21 student days 21 teacher days</p> | | | | | | | | | | | | | | |
| S | M | T | W | Th | F | S | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 5 | 6 | 7 | 8 | 9 | 10 | 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26 | 27 | 28 | 29 | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| S | M | T | W | Th | F | S | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 5 | 6 | 7 | 8 | 9 | 10 | 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26 | 27 | 28 | 29 | 30 | 31 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>22-29 Holiday Break</p> <p>15 student days 15 teacher days</p> | <p style="text-align: center;">DECEMBER '23</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> </tr> <tr> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> </tr> <tr> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> </tr> <tr> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> </tr> <tr> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> </tr> <tr> <td>31</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | | | | | | | <p style="text-align: center;">JUNE '24</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> </tr> <tr> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> </tr> <tr> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> </tr> <tr> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> </tr> <tr> <td>30</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | | | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | | | | | | <p>6 Preschool Ends 7 Graduation—Early Release 12 Last Student Day- Early Release 13 Last Staff Day</p> <p>8 student days 9 teacher days</p> |
| S | M | T | W | Th | F | S | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 3 | 4 | 5 | 6 | 7 | 8 | 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 31 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>1 New Year's Day Observed – No School 2 Students Return 15 M.L. King Day – No School 16 PD Day for Professional Staff</p> <p>20 student days 21 teacher days</p> | <p style="text-align: center;">JANUARY '24</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> <tr> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td>13</td> </tr> <tr> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td>20</td> </tr> <tr> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td>27</td> </tr> <tr> <td>28</td> <td>29</td> <td>30</td> <td>31</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | S | M | T | W | Th | F | S | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | | | | <p>Key and Information:</p> <ul style="list-style-type: none"> Students First and Last Day Holidays and Vacations – No School Professional Development Days – No School | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| S | M | T | W | Th | F | S | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 28 | 29 | 30 | 31 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Approved by School Board on 3-8-2023

03222022

Sanborn Regional Middle School Student Dress Code

Acceptable
headwear that does
not cover face

All clothing must be free
of images and language
that are inappropriate,
hateful, promote illegal
substances, weapons, or
violence

Undergarments
should NOT be
visible

The entire area from
armpit to mid-thigh
should be covered
(Any see-through
materials and rips
should NOT be in this
area)



Upper body garments
must have straps

Personal grooming
should not take
place in the
classroom or
hallways; this
includes spraying
fragrances. Personal
grooming in the
restroom should be
limited.

Certain activities, events, and courses may require a
variation of the dress code.

See policy JICA/JICA-R or page 17 of the student handbook for more information