Bonny Eagle Elementary Student Handbook

2026-27



Hollis Elementary School
554 River Rd.
Hollis Center, ME 04042
207-929-3838

Revised July 2025

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August 2026

Dear Hollis School Families,

We're so happy to welcome you to a brand-new school year at Hollis School! Whether you're returning or joining us for the first time, we're excited to have you as part of our school community. We hope you're feeling the same sense of anticipation we are - for a year full of learning, growth, and meaningful moments.

This handbook is here to support you with helpful information about our school's procedures, policies, and programs. We encourage you to read it together with your child during the first few days of school and refer back to it as needed. It's designed to be a resource for your family all year long. If there's ever a discrepancy between district policies and what's written here, please note that district policy will take precedence. For the most up-to-date and comprehensive information, please visit the Bonny Eagle District website at https://www.bonnyeagle.org.

As the school year begins, here are a few important reminders:

- Morning drop-off is between **8:25 and 8:45 A.M.**
- Our academic school day runs from **8:50 A.M. to 2:50 P.M.**
- **Daily attendance** is key to student success.
    - Missing just two days per month adds up to a month of missed learning.
    - Please call the school whenever your child will be absent.
    - After 7 unexcused absences, a student is considered truant.
    - Missing 10% of school days qualifies as chronic absenteeism.
- **All visitors** must sign in at the main office upon arrival.
- **Afternoon pick-up** runs from **2:50 to 3:10 P.M.**
    - Please notify the school of any dismissal changes before **2:00 P.M.**

At the heart of the Bonny Eagle School District's mission is a commitment to helping all students reach their full potential in a safe and supportive environment. With your partnership, we are confident we can continue to provide meaningful and engaging learning experiences for every child.

Please don't hesitate to reach out to your child's teacher or any member of our staff as the year progresses. We're here to work alongside you, and we're committed to making this a positive, successful year for your child - and for your whole family.

Warmly,
Angela Scully
Principal, Hollis School

Superintendent of Schools
Mr. Brian Campbell

Assistant Superintendent
Mrs. Lori Napolitano

Business Manager
Ms. Dawn Pooler

PreK-5 Curriculum Coordinator
Ms. Krista Poulin

Director of Special Services
Dr. Kathryn Hawes

Assistant Director of Special Services
Ms. Larilee Paulino

94 Main Street • Bar Mills, Maine 04004
929-3831

HOLLIS ELEMENTARY SCHOOL
Principal: Mrs. Angela Scully
Principal's Secretary: Mrs. Kristen Smith
School Secretary: Mrs. Patti Mingione
Phone # 207-929-3838
Fax # 207-910-4104

Any staff member can be accessed through the district website:
www.bonnyeagle.org

Staff hours: 8:15 A.M. - 3:15 P.M.
School Hours: 8:50 A.M. - 2:50 P.M.
The school office is open from 7:30-4:00 PM
School Phone #: 207-929-3838

School Nurse
Mrs. Kendra Drinkwater, RN
929-3838 ext. 8487

STAFF LIST
HOLLIS ELEMENTARY SCHOOL
2026-2027

Principal: Angela Scully

Lead Teachers: Collin Regan, Lisa Tripp

Molly Paiton	PreK
Ashley Dunham-Conway	FA PreK
Carrie Davis	Kindergarten
Wendy Grover	Kindergarten
Hannah Asif	Kindergarten
Ashley Vanasse	Gr. 1
Shannon Swartz	Gr. 1
Lily Wofford	Gr. 2
Collin Regan	Gr. 2
Mary Chappell	Gr. 3
Kathryn Andrews	Gr. 3
Kathy Brooks	Gr. 4
Julie Hall	Gr. 4

Dannelle Ballian	Gr. 5
Karen Lavigne	Gr. 5
Isabelle Jandreau	Gr. 4/5
Jacklyn Jordan	Art
Nick Salamone	Composite Teacher
Eric Lowe	Resource Teacher
Stefanie Colson	STEM
Karina Carlsson	Band
Morgan Drinkwater	Physical Education
Sharon Oslin	Librarian
Mary Fencer	Music
Josh Vetro	Instructional Coach
Lisa Tripp	Instructional Coach

Colette Collins	Instr. Support Ed Tech
Karen Flowers	Instr. Support Ed Tech
Cathleen Saenz	Instr. Support Ed Tech
Peggi Vire	Building Ed Tech III
Emily Dumont	Special Ed. Ed Tech III
Bethany Harrington	Pre-K Ed Tech

Anne Duffy	Pre-K Ed Tech III
Corin Mellen	Building Ed Tech III
Missy McCarthy	Building Ed Tech III
January Duffy	Composite Ed Tech III
TBD	Composite Ed Tech

Lillian Reiter	School Counselor
Amanda Evans Powell	Social Worker
Jess Hanold	Psychologist
Sophia Kelly	Behavior Analyst
Kelly Flanagan	Speech

Lauren Silva	O/T
Michael Rau	P/T
Robyn Bailey	G/T English Consultant
Nina Hyssong	ESOL Teacher
Sharon Martin	G/T Math Consultant

Kristen Smith	Administrative Asst.
Patti Mingione	School Secretary
Kendra Drinkwater	RN

Laurie Houde	Head Custodian
Amanda Everett	Custodian
Ping Ding	Night Custodian

Karen Madore	Kitchen Manager
Kelli Heinze	Lunch Aide/Cook
Rebecca Beaulieu	Lunch Aide/Cook

Helen Emery	Lunch / Recess Monitor
Anna Smith	Lunch / Recess Monitor
Denyell Stone	Lunch / Recess Monitor

Bonny Eagle School District Core Beliefs

- *Accepting Responsibility*
- *Communicating Positively and Constructively*
- *Fostering a Safe, Caring, and Respectful Climate*
- *Promoting Lifelong Learning*
- *Providing for Diverse Needs*
- *Collaborating for Continuous Improvement*





ATTENDANCE: Elementary School

In compliance with Maine Statute, M.S.A.D.#6 permits excused absences from school for the following reasons only:

A. Personal Illness
B. Appointments with health professionals that cannot be made outside school hours
C. Observance of recognized religious holidays when observance is required during regular school day
D. Emergency family situations
E. Planned absences for personal or educational purposes, which have been approved in advance
F. An Education disruption resulting from homelessness, unplanned psychiatric hospitalization, unplanned hospitalization for a medical emergency, foster care placement, youth development placement or some other out-of-district placement that is not otherwise authorized by either an individualized education plan or other education plan or a superintendent's student transfer agreement. “Education disruption” does not apply to a student who is out of school for 10 or more consecutive school days as a result of a planned absence for a reason such as a family event or a medical absence for planned hospitalization or recovery.

Parents/guardians must email, send a note or call the school to report the absence of their child and to share why the child is absent. Based on the reason, the child will be marked as excused or unexcused. After 9:15 AM on the day of the absence, any unexcused absences will be followed up on with a robo call. *If you have already called in and provided a reason, you do not need to follow up on the robo call. If you have not called in, please do so as soon as possible so we can accurately reflect why your child is absent.*

Students who are age five through the end of their sixth grade year are considered truant if they have accumulated the equivalent of seven full days of unexcused absence, *or* five consecutive school days of unexcused absences during a school year. *Reference – Policy JEA

State Law requires us to track chronic absenteeism as well as truancy. A child is chronically absent if they have missed 10% or more of the school year (ie, 18 total absences by the last day of school). Chronically absent students are at a significant disadvantage academically. If you are struggling to get your child to come to school, please reach out right away to your child’s teacher, school counselor, or Administration. We are happy to partner with you to provide support.

School Arrival

Students should not arrive at school before **8:25 A.M.** If arriving prior to 8:45 AM, parents should join the family drop off line adjacent to the old Hollis High School. Students should remain in the vehicle until staff are present to receive them. Students who arrive after 8:45 AM are tardy to school. Please see “tardiness” below for protocol in this instance.
Please note:

- State guidelines require a student to be present for more than 3 hours in a day to be considered "present" for that day. A student who attends less than 3 hours will be considered absent for the purpose of attendance. Whether the absence is excused or unexcused will be determined based on alignment with State Law.
- Visitations to classrooms can not be made at arrival or dismissal time. Please arrange meetings in advance with your child's teacher.
- Parents should park in the parking lot if it is required to leave the vehicle and enter the building for any reason. ***Please do not park in the driveway, even when tardy, as it is reserved for school buses.***

Tardiness

Students are considered tardy to school if they are not ***in their classrooms*** by 8:45 A.M. Parents/guardians are expected to bring their students into school and sign them in at the office when arriving late. School administrators and/ or the Dean of Students will address habitual tardiness, as it impacts student progress.

A student being dismissed early for any reason should provide a note or call/email the office with the date and time for which early dismissal is requested and the parent/guardian's signature (if applicable). *No child will be dismissed early from school until a parent, guardian or authorized person reports to the office to sign the child out.* Students who are dismissed prior to 2:45 P.M. will be marked as an early dismissal.

When you come to pick up your child, park your car in the parking lot (NOT in the driveway) and then come into the building to sign the child out. If you are not immediately known to office staff, you will be asked for identification.

For safety reasons, should you send someone else to pick up your child (*i.e.,* a grandparent or neighbor), please contact the office in advance.

Build A Habit of Good Attendance

Sickness and emergencies aside, we appreciate your support in helping our students make it to school each day.

DID YOU KNOW?

- Missing school can make it harder to learn to read and do math, even in kindergarten
- Students can fall behind if they miss just one or two days every few weeks
- Students who attend school regularly in kindergarten and first grade had significantly higher third grade scores in reading and math than those with poor attendance
- A pattern of being late to school may lead to poor attendance
- Absences can impact the entire classroom if the teacher has to slow down learning to help catch up children who have not been in school
- Missing two days of school each month is equal to a MONTH of schooling

We want to partner with every parent and family so each child in our school can succeed! If something is getting in the way of regular attendance, please reach out to your child's teacher or administrator. We may be able to help.

Afternoon dismissals

If at all possible, in a typical school year, we ask that you **not** come to school to pick up your child at the end of the school day. School driveways are congested at dismissal time. Every car that is in the parking area or driveway contributes to this congestion and compromises the safety of students. It is better for all concerned if you meet your child at home and continue to appointments or after school activities from there. However, if you are picking up your child, please follow the procedures below:

Hollis School Drop Off & Pick Up Specifics:

Land Use Expectations

MSAD #6 does not own the old high school building or the land. We are utilizing the driveway under an MOU. Please be mindful of this and considerate of the landowner.

- Enter the driveway to the left of the old Hollis High School building (signage in place). Remain on designated route and in vehicles until you reach the side entrance to the building.

General Safety Precautions

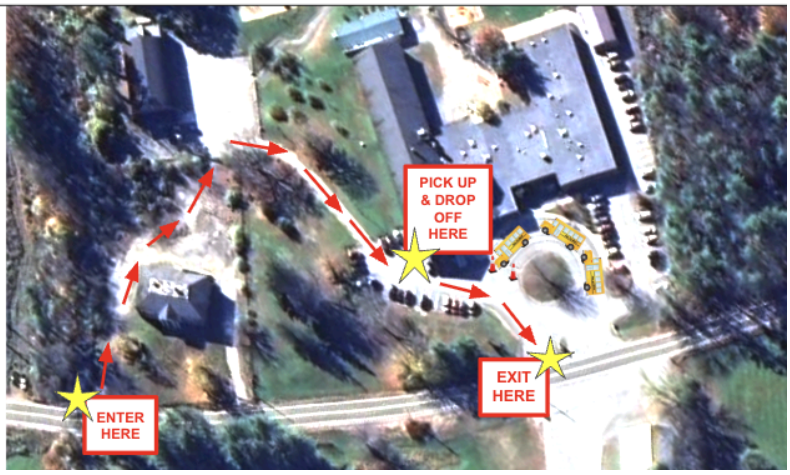
- Staff members will open and close vehicle doors. This provides children with a firm line regarding when it is safe to walk near vehicles.
- Display the name placard with your child's name on it, on your dashboard at pick up. (These will be provided to you during Open House and in the first few days of school. You will have one additional copy. More available upon request). Should you not display the placard, you may be asked for identification, which would delay the process.

AM Drop-Off

- Begins at 8:25am and runs to 8:45am (start of school day). After 8:45am, parents should park their vehicle in the parking lot, walk their child into the building, and sign their child in.
- Staff will be stationed at top of hill and will open your vehicle door when it is time for your child to exit.

PM Pick-Up

- Display placard in your front window.
- Staff will walk your child to your vehicle and open the door.
- If you need to buckle your child in, please pull ahead and park in one of the parking spots to do so, in order to avoid delaying the pick up process for others.



Many of our families pick up and drop off their child daily. At the start of school, you will be asked to complete a survey if you plan to do so. We understand that, on occasion, others may need to pick up their child at the end of the school day.. **If you are not a regular family pick up and need to pick up your child, please let the school know you are picking up your child before 2:00 PM.** This allows us to notify the classroom teacher so your child does not get on the bus.

Early Dismissal:

A student being dismissed early for any reason should provide a note or call/email the office with the date, time, and reason for which early dismissal. *No child will be dismissed early from school until a parent, guardian or authorized person reports to the office to sign the child out.* Students who are dismissed prior to 2:45 P.M. will be marked as an early dismissal. The dismissal will be coded as Excused or Unexcused based on the reason for dismissal (see Attendance Matters page 6).

When you come to pick up your child, park your car in the parking lot (NOT in the driveway) and then come into the building to sign the child out. If you are not immediately known to office staff, you will be asked for identification. Should you send someone else to pick up your child (*i.e.,* a grandparent or neighbor), that person must present a written note signed by the parent or an email from the parent must be received by the school.

Student Safety

For the safety of our students and staff, all entrances to our school are secured from the outside. Parents/guardians needing to have their children dismissed early are to wait at the main entrance door. Parents/guardians are not allowed to enter student hallways during the school day.

District staff are expected to wear identification badges at all times. Pre-approved volunteers and visitors may be asked to provide ID when they sign in, and they will be issued a Visitor Badge. Badges must be worn at all times.

Drills to Secure the Building

Evacuation drills and lockdown drills to secure the building will be conducted throughout the school year. These necessary safety precautions are intended to assist students and staff to respond appropriately and safely to emergency situations. Parents will be informed of any ALICE drills. Parents may or may not be informed of all lockdowns or evacuation drills. If you have questions or concerns please contact the principal or your child's teacher.

School Cancellation, Delays & Dismissals

During the winter months, if roads are impassable, **the Superintendent of Schools will close schools for the day.** Notifications regarding school closures are sent out via ParentSquare and posted on our MSAD #6 Facebook page. In addition, local television stations will make the appropriate announcement. Please note that the decision could be either to have no school for the day or to hold a virtual school day. If a virtual school day is held, please check email and Seesaw for instructions from your child's teacher for that day.

Should bad weather or an emergency require the closing of school during regular school hours, please make arrangements for the care of your children should you be out of your home. Transportation does their best to avoid dropping children at homes without an adult present. As a backup, your child should know what to do if he/she finds no one at home.

The decision to send children to school ultimately rests with the parent. If, in your opinion, school is held and you feel it would not be safe to ride the bus, please have your child stay home or should you wish, transport your child yourself to school.

This decision whether or not to cancel school may be made very early in the morning (5:30 A.M.) or sometimes unavoidably during the school day. This decision is based upon available information from the National Weather Service, law enforcement officials, and road crews. We put a great deal of time and effort into making our decision and many people are involved. Occasionally, we make the "wrong call" but we are trying our best.

In case of a **1 or 2 hour delay** in the opening of a school day, buses would pick up one or two hours later than usual and students would thus arrive between 9:25 and 9:45 A.M. or 10:25 and 10:45 A.M. Dismissal for all students would be at the usual time.

Early Dismissal Days

All PK-5 Students will be dismissed at 12:30 pm on certain Wednesdays each month or as stated on the district calendar. Parents choosing to pick up their students should not arrive before 12:30 pm.

Early Dismissal days can be found on the district calendar.

Yearly Media Release Form within Online Registration:

Please sign into your ParentVUE account and click on Online Registration to begin the process of verifying your child(ren)'s information and completing the Yearly Media Release Form. This form is required to be completed yearly to let staff know who does or does not have permission to be placed on school websites, newsletters and outside websites and information (such as news channels).

If the form is not completed, then the school will not include your child(ren) in any publications for that year.

Key School Board Policies to Know

To clarify the following policies, see MSAD#6 Policies and/or MSAD#6 website at *www.bonnyeagle.org*.

Student Code of Conduct

Ethical and responsible student behavior is an essential part of the educational mission of our schools. To that end, the MSAD 6 School Board has developed this system-wide Code of Conduct with input from school staff, students, parents, and the community. The Code defines our expectations for student behavior and provides the framework for a safe, orderly, and respectful learning environment.

Standards for Ethical and Responsible Behavior

The Code of Conduct is intended to support and encourage students to meet the following statewide standards for ethical and responsible behavior:

- Respect
- Honesty
- Compassion
- Fairness
- Responsibility
- Courage

Code of Conduct

All students are expected to comply with the Code of Conduct and all related Board policies and school rules. The Code applies to students *on school property while in attendance at school*

or at any school-sponsored activity at any time or place that such conduct directly interferes with the operation, discipline or general welfare of the school.

General Behavior Expectations and Discipline Policies

The following expectations for student behavior are fundamental to a safe, orderly and respectful environment in our schools. Each student should:

A. Be courteous to fellow students, staff, and visitors;
B. Respect the rights and privileges of other students and school staff;
C. Obey all Board policies and school rules governing student conduct;
D. Follow directions from school staff;
E. Cooperate with staff in maintaining school safety, order, and discipline;
F. Attend school regularly;
G. Meet school standards for grooming and dress;
H. Respect the property of others, including school property and facilities;
I. Refrain from cheating or plagiarizing the work of others; and
J. Refrain from vulgarity, profanity, obscenity, lewdness, and indecency.

Violations of the Code of Conduct may result in disciplinary action. Disciplinary consequences depend upon the seriousness of the violation and the student's prior disciplinary record. Consequences will range from a verbal warning for minor misconduct up to and including expulsion for the most serious offenses. Behavior that also violates the law may be referred to law enforcement authorities.

Excerpted from Policy JIC
Student Code of Conduct

Remote Learning and Maine LD864

With the passing of Maine LD 864, An Act to Protect Teachers' Privacy While Delivering Remote Instruction, it is a civil offense to distribute or retransmit a recording of a teacher providing remote instruction.

Safe Learning Environment Policies

Violations of the Code of Conduct may result in disciplinary action. Disciplinary consequences depend upon the seriousness of the violation and the student's prior disciplinary record. Consequences will range from a verbal warning for minor misconduct up to and including expulsion for the most serious offenses. Behavior that also violates the law may be referred to law enforcement authorities.

In many cases, the Board has adopted policies that address these expectations in greater detail. Students, parents, and others should refer to the policies and student handbooks for more information about the expectations and consequences. In case of an inconsistency between the Code of Conduct, Board policies and/or school handbooks, Board policies will prevail.

Students, staff and all other persons are prohibited from engaging in the following conduct on school property, while in attendance at school or at any school-sponsored activity, or at

any time or place that such conduct directly interferes with the operations, discipline, or general welfare of the school:

A. Possession and/or use of articles commonly used as weapons or designed to inflict bodily harm and/or to threaten, intimidate, coerce, or harass another person. Examples of such articles include by are not limited to firearms, BB guns, pellet guns, any other kind of gun, ammunition, explosives, crossbows, brass knuckles, switchblades, knives, chains, Kung Fu stars, and nunchucks;
B. Use of any object, although not necessarily designed to be a weapon, to inflict bodily harm and/or to threaten, intimidate, coerce, or harass another person. Examples of such articles include but are not limited to bats, belts, picks, pencils, compasses, objects capable of ignition (e.g. matches, lighters), files, tools of any sort and replicas of weapons (including toys),
C. Violent or threatening behavior, including but not limited to fighting, assault and/or battery, taking hostages, threats to commit violence against persons or property (e.g., verbal or written death threats, threats of bodily harm, bomb threats);
D. Verbal or written statements (including those made using computers or other electronic communications devices or technologies) which threaten, intimidate, or harass others, which tend to incite violence and/or disrupt the school programs;
E. Willful and malicious damage to school or personal property;
F. Stealing or attempting to steal school or personal property;
G. Lewd, indecent, or obscene acts or expressions of any kind;
H. Violations of the District's drug/alcohol and tobacco policies;
I. Violations of state or federal laws; and
J. Any other conduct that may be harmful to persons or property.

Reference: JICIA - Weapons, Violence and School Safety

<u>School Climate and Positive Reinforcement</u>

Each school in MSAD 6 has developed a process for teaching and monitoring positive behaviors... in the classroom and in the school. Students learn The Three B's, which serve as the foundation for school and classroom expectations:

- Be respectful
- Be responsible
- Be safe

Each school has developed systems to recognize students' progress towards meeting these expectations. The Positivity Project is a positive character development program used by elementary schools to empower students to build positive relationships and become their best selves.



Staff Conduct With Students

The MSAD #6 School Board expects all staff members, including teachers, coaches, counselors, administrators, and others to maintain the highest professional, moral, and ethical standards in their conduct with students. For the purpose of this policy, staff members also include school volunteers.

The interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in an educational setting; and consistent with the educational mission of the schools.

Students and/or their parents/guardians are strongly encouraged to notify the principal (or other appropriate administrator) if they believe a teacher or other staff member may be engaging in conduct that violates this policy.

Reference: GBEB
Staff Conduct with Students

Student Surveys

Periodically, MSAD 6 schools will administer surveys to students as a way to gather data to inform instruction and student programming. MSAD 6 also occasionally administers surveys in order to support data collection for the State of Maine. MSAD 6 will notify parents annually at the beginning of the school year when surveys, analyses, or evaluations are scheduled
or anticipated. Parents will have the opportunity to opt their child out of participation in any survey, analysis, or evaluation. All students may opt out of such surveys, analyses, or evaluations. Staff administering the survey must inform students of their right to opt out. More information can be found in MSAD 6 Policy ILD

Reference: ILD
Student Surveys Policy

Bullying and Cyber-Bullying Policy

Bullying is detrimental to the school environment and student learning, achievement and well-being. It interferes with the mission of the schools to educate their students and disrupts the operations of the schools. Bullying affects not only students who are targets but also those who participate and witness such behavior. The Board does not condone and will take action in response to conduct that interferes with students' opportunity to learn, the educational mission of the MSAD 6 schools, and the operation of the schools.

Prohibited Behavior

The following behaviors are prohibited:

1. Bullying;
2. Cyber bullying;
3. Harassment and Sexual Harassment (as defined in board policy ACAA);
4. Retaliation against those reporting such defined behaviors; and
5. Knowingly false accusations of bullying behavior.

Any person who engages in any of these prohibited behaviors that constitutes bullying will be subject to consequences.

Bullying and Cyber Bullying Defined

"Bullying" includes, but is not limited to, a written, oral or electronic expression or a physical act or gesture or any combination thereof directed at a student or students that:

1. Has, or a reasonable person would expect it to have, the effect of:
    a. Physically harming a student or damaging a student's property; or
    b. Placing a student in reasonable fear of physical harm or damage to the student's property; or
2. Interferes with the rights of a student by:
    a. Creating an intimidating or hostile educational environment for the student; or
    b. Interfering with the student's academic performance or ability to participate in or benefit from the services, activities or privileges provided by a school; or
3. Is based on:
    a. A student's actual or perceived characteristics identified in 5 MRSA § 4602 OR 4685-A (including race; color; ancestry; national origin; sex, sexual orientation; gender identity or expression; religion; physical or mental disability) or other distinguishing personal characteristics (such as socioeconomic status; age; physical appearance; weight; or family status); or
    b. A student's association with a person with one or more of these actual or perceived characteristics or any other distinguishing characteristics; and that has the effect described in Section A, Subparagraph 1 or 2.

A. effect described in Section A, Subparagraph 1 or 2.

Application of Policy

A. This policy applies to bullying that:
    1. Takes place at school or on school grounds, at any school-sponsored or school-related activity or event or while students are being transported to or from school or school-sponsored activities or events; or
    2. Takes place elsewhere or through the use of technology, but only if the bullying infringes on the rights of the student at school as set forth in this policy's definition of "bullying."

Reference: JICK
Bullying and Cyberbullying in Schools

Bullying Prevention

The state of Maine has taken important steps to assess and improve school climate and culture, particularly in the areas of bullying, harassment, and sexual harassment, in order to assure that students are learning in a positive and respectful school environment.

In 2005, and revised in 2011, Maine Education and School Statute was amended to require that school boards establish policies and procedures to address bullying, harassment, bias-based harassment, and sexual harassment (20-A MRSA §1001, sub-§15, ¶H) In May 2012, the Maine Legislature passed into law: An Act to Prohibit Bullying and Cyberbullying in Schools (PL 659). The Maine Education and School Statute states: Prohibition on bullying in public schools. The law recognizes that bullying behavior must be addressed to ensure student safety and an inclusive learning environment.

In August 2016, the Maine Department of Education commissioner revised the model policy to include comprehensive, detailed, and user-friendly procedural forms. The revised model policy and procedures are for use by school administrative units' school boards to ensure that its policies and procedures are consistent with the model policy revised by the commissioner. You can find translated versions of policies and procedures at http://maine.gov/doe/bullying/laws/translatedpolicies.html.
This website is available to all schools, parents, students and the general public. Please access the resources and information in order to navigate the tools necessary to prevent bullying in our schools. – source http://maine.gov/doe/bullying/..

Reference: JICK

Bomb Threats

No person will make, or communicate by any means, whether verbal or nonverbal, a threat that a bomb has been, or will be, placed on school premises. Because of the potential for evacuation of the schools and other disruption of school operations, placement of a bomb or of a "look-alike" bomb on school premises will be considered a threat to MSAD 6 schools. (MSAD 6 Policy EBCC)

Students, employees or parents should report information about any potential bomb threats to school administration immediately. Any bomb threat will be regarded as an extremely serious matter and treated accordingly. The school administration will work collaboratively with law enforcement to investigate and mitigate any potential threat to student safety.

Students who make threats of any kind, including bomb threats, will be subject to disciplinary action including possible expulsion from MSAD 6 schools.

Drugs and Alcohol

The use of alcohol and drugs are illegal for public school students. Consequently, the possession, use, transfer, or being under the influence of alcohol or drugs by any person on school property including buses, on school trips, or at any other school activity shall

constitute a serious violation of School Board policy. Violators of this policy shall be disciplined in a manner appropriate to the nature and severity of the violation. Students possessing, distributing, or ingesting prescription medication that is not prescribed for them, will be considered in violation of the substance abuse policy. (JICH Drug and Alcohol Use by Students)

Smoking & Nicotine

The use of nicotine, in all of its forms, is an established health hazard. Consequently, the MSAD6 School Board prohibits the use of tobacco and other nicotine products in any form on school property. Students who possess or use tobacco, nicotine products, or devices/contraband that are perceived to be associated with the use of tobacco (such as e-cigarettes, vape pens, vapor juice and nicotine gum) will be subject to discipline including possible suspension and a court summons. Anyone who furnishes tobacco or nicotine products to a minor will be subject to a suspension and a court summons. The tobacco, nicotine products, lighters, and associated paraphernalia (chargers, cords, etc.) will be confiscated.

Questioning and Searches of Students

The School Board seeks to maintain a safe and orderly environment in the schools. School administrators authorized by the Superintendent may question and/or search students in accordance with this policy and accompanying administrative procedure.

Reference: JIH

Questioning and Searches of Students

Anti-Discrimination Statement

Discrimination against and harassment of students because of race (including traits associated with race involving hair texture, Afro hairstyles, and protective hairstyles such as braids, twists, and locs), color, sex, sexual orientation, gender identity, religion, familial status, ancestry or national origin, or disability are prohibited. Incidents of discrimination or harassment should be reported to school administration immediately so that corrective action can be taken. MSAD 6 has an Affirmative Action Officer/Title IX Coordinator who is responsible for ensuring compliance with all federal and state requirements related to anti discrimination and harassment. More information can be found in MSAD 6 Policy AC.

MSAD 6 Affirmative Action Officer/Title IX Coordinator
Lori Napolitano
lnapolitano@bonnyeagle.org
(207) 929-2306

Supporting All Students in MSAD 6

MSAD 6 cultivates and supports an inclusive culture where every person belongs and each person's inherent dignity is upheld. We affirm:

- *Individual identities are valued, embraced and represented*
- *We seek out and celebrate our commonalities and our differences*
- *We are working to remove barriers that perpetuate inequality, injustice and exclusivity*
- *We have an ongoing commitment to refine curricula, resource allocation, policies, and practices that result in equitable opportunities and participation throughout our educational system.*
- *We as a community are committed to creating and maintaining working and learning environments that are inclusive, equitable and welcoming*



School Buses

Bus Conduct

In view of the fact that a school bus is an extension of the classroom, MSAD 6 will require students to conduct themselves, on the vehicle, in a manner consistent with established standards for classroom behavior.

In cases where students do not conduct themselves properly on the school bus, such instances are to be brought to the attention of the student's school administrator by the driver or the Transportation Manager. The school administrator, or their designee, will notify the parents of the misconduct and request their cooperation in order to ensure proper behavior.

Students who become a serious discipline/safety problem on a transportation vehicle may have their riding privileges denied by the school administrator or Transportation Manager. In such cases, the parents of the student involved become responsible for seeing that their child gets to and from school safely.

Reference: JICC-R - Conduct on School Buses

Safety Bus Rules

_____ Talk quietly and speak kindly to others seated closest to you.

_____ Sit properly for safe transportation, this means back to back, bottom to bottom and backpack in your lap. Our bus seats are designed to keep students safe in the event of an accident; but students need to be seated properly for this design to be most effective.

_____ Keep hands and feet to oneself; we should never be pushing, slapping, hitting or kicking one another.

_____ No eating or drinking on the bus - aside from the obvious choking hazards, we can never be certain whether or not one of our friends has an allergy to something. Not all allergens need to be ingested for someone to become seriously ill.

_____ Toys MUST stay at HOME (This can be a huge problem, it creates many unsafe behaviors, like standing up, balls rolling under Drivers' feet, footballs thrown etc. Toys are not allowed at school and so there should be no reason to have a toy on the bus) If your student needs a fidget of some sort as an accommodation to help ensure safety; please let us know.

If you have any questions or concerns, please feel free to reach out to us. You can leave a message at the Transportation office 929-9153 and someone will follow up with you.

Bus Stops

Parents/guardians are responsible for their child's conduct and safety while walking to and from the designated bus stop and while waiting at the designated bus stop. MSAD 6 assumes responsibility for a student only when he/she is onboard the bus.

Elementary students will be assigned to ONE specific bus stop that is closest to their residence, or where their daycare is located. Students may only be assigned to ONE bus stop in the morning and ONE bus stop in the afternoon. Students may not be assigned to different buses except on early release days. The early release drop-off must be at a consistent location. A request for a change in buses requires written permission, at least three days in advance, with parent contact information, signed by a parent, dated, and approved by the Transportation Manager or his/her designee.

Reference: EEA
School Bus Transportation

Bus Passes

Students are permitted to have up to two permanent bus stops within their town.
It is the District's obligation to provide transportation to and from school per Title 20-A § 5401 (2). Bus passes will not be issued to alter the permanent schedule.

Reference: EEA
School Bus Transportation

Student Computer and Internet Use and Internet Safety

Maine School Administrative District 6's (MSAD 6) computers/devices, network and Internet access is provided to support the educational mission of the schools. This policy and the accompanying rules (IJNDB-R) also apply to laptops/devices issued directly to students, whether in use at school or off school premises.

Compliance with MSAD 6's policies and rules concerning computer/device use is mandatory. Students who violate these policies and rules may, after being given an opportunity to respond to an alleged violation, have their computer/device privileges limited, suspended or revoked. The building administrator will have the final authority to decide whether a student's computer/device privileges will be altered, based on the circumstances of the particular case. Such violations may also result in disciplinary action, referral to law enforcement and/or legal action.

MSAD 6 computers/devices remain under the control, custody and supervision of the district at all times. Technology protection measures are in place and are used for all Internet access. Computer/device and internet activity by students and adults is monitored according to

district policy. Students have no expectation of privacy in their use of school computers/devices, whether they are used on or off school property.

If you have any questions, please do not hesitate to contact your child's school.

References: IJNDB/IJNDB-R
Student Computer and Internet Use

Student Use of Cellular Telephones and Electronic Devices

Cell Phones

Cell phones and other personal electronic communication devices (airpods, smartwatches, etc.) must be turned off and stored during the school day. *(Exceptions may be made for specific medical conditions as outlined by statute.)* Students may not use these devices during the school day. Parents and guardians may reach elementary office staff at any time. If you have an urgent need that cannot wait until after school hours please call your child's school directly.

The Board recognizes that many students possess cellular telephones and other electronic devices. These devices may not be used in any manner that disrupts the educational process, is illegal, or violates Board policies and/or school rules.

MSAD 6 is not responsible for damage, loss or theft of such devices. The Superintendent is authorized to develop any school rules necessary to implement this policy.

- Students are prohibited from using privately owned electronic devices, such as cellphones, iPods, tablets, and electronic games during classes, assemblies, and other school activities.
- If this rule is violated, the teacher will immediately confiscate the device for the remainder of the day and discipline may be imposed.
- Students who bring electronic devices on the bus must have them on silent mode and must use headphones when listening to music or other media. If there is a violation of safety rules, the device may be confiscated by a staff member.
- The use of cameras in any type of electronic device is strictly prohibited in classrooms, restrooms, and on buses.
- Student electronic devices may be subject to search if there is reasonable suspicion that a student is violating board policies/procedures.

Reference: Policy JFCK/JFCK-R
Student use of Cellular Telephones
and other Electronic devices

Sharing Information with Students Policy

The Board believes that students should not be used to carry home flyers, brochures, or other materials that are not directly related to school programs, school curriculum and/or school related activities. There are four categories of information that teachers MAY have students take home in backpacks.

- Communication from the district or school including newsletters, district meetings or events, or school forms.
- Notices about school sponsored activities.
- Information from MSAD 6 affiliated groups, like PTOs or booster organizations.

- Notices from town recreation programs.

Reference: Policy KHC
Sharing Information with Students Policy

Teachers are not in a position to hand out information about private events happening outside of school, such as birthday parties. Similarly, parents or students should not be placing information into another student's backpack or folder. Thank you for your understanding.

Legal Custody

According to the Family Rights and Privacy Act of 1974, "Custody or other residential arrangements for a child do not, in themselves, affect the rights of the child's parents under the Family Educational Rights and Privacy Act."

Parents who have sole custody rights must file with the school a copy of the court order. Unless the school has such an order on file, we cannot deny either parent from requesting the child be dismissed into his/her custody. Should you have further questions regarding this matter, please contact the school office. If the status changes, it is the responsibility of the parents to provide us with updated court orders so that we can be responsive to the current situation.



U.S. Department of Education, Office for Civil Rights
33 Arch Street, Suite 900, Boston, MA

The Office of Civil Rights enforces several Federal civil rights laws that prohibit discrimination in programs or activities that receive federal financial assistance from the Department of Education. Discrimination on the basis of race, color, and national origin is prohibited by Title VI of the Civil Rights Act of 1964: sex discrimination is prohibited by Title IX of the Education Amendments of 1872: discrimination on the basis of disability is prohibited by Section 504 of the Rehabilitation Act of 1973: and age discrimination is prohibited by the Age Discrimination Act of 1975. OCR enforces the Boy Scouts of America Equal Access Act (Section 9525 of the Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001). *http://www.ed.gov/OCR* *Please email any questions to: OCR.Boston@ed.gov*

The mission of the MSAD 6 community is to help all students reach their full potential.

Student Clothing

Students are expected to wear clothing appropriate to a school setting. Shirts which expose the midriff, extremely short skirts and shorts, and beachwear are not permitted. Clothing suggesting alcoholic beverages, tobacco, or inappropriate messages will not be worn at school. Proper footwear is essential for weekly physical education classes and daily playground use. Many fashionable or comfortable shoes, such as flip-flops, are not good choices for keeping students safe, and students should be sure to always have a pair of sneakers for physical education and recess. Ultimately, school administrators have discretion to make decisions regarding appropriateness of dress and footwear.



Winter Weather

Students are expected to wear appropriate clothing during winter weather, including appropriate footwear. During supervised periods of outdoor recess, children are required to wear boots or other appropriate footwear on the playground through the winter months. Often we will experience a warm day. Boots are still required due to the melting snow and wet conditions on the playground. We appreciate parent cooperation in stressing this requirement.

Lost and Found

There is a lost and found area in each school. Feel free to check it periodically. Items will be displayed during conference times. Those items remaining unclaimed will be periodically donated to charitable organizations. Labeling all items reduces the chance of their loss.

Transfers

Students planning to transfer are requested to notify the school office a week in advance. This gives our staff time to notify teachers and to prepare records. Official records are completed and are mailed when a request is received from the new school.

Change of Address

Please inform the school secretary if you change your address and/or telephone number. This is extremely important in the case of an **emergency**.

Breakfast, Lunches and Snacks

A nutritious breakfast and lunch is available daily to all students in pre-kindergarten through grade 5. Milk may be purchased separately. Monthly menus are sent home with students and are available on the school website. Most classes have a morning snack. We recommend a small, healthy snack that may be brought to school each day. ***Please refrain from sending students with non-water beverages.***

Parent / Teacher Committee (PTC)

The PTC is a community of parents, teachers, students and staff who have joined together to educate and nurture the children of the citizens of the community. The PTC is an organization whose sole purpose is to lend its energy, talent and time to improve the quality of the community's education. It has been established so that teachers and parents can work together to make the community more effective in reaching its educational goals.

PTC Membership

The membership of the PTC includes all parents and staff of Hollis Elementary who are interested in improving and making our community more effective in reaching its educational goals. This is without regard to race, color, creed, or national origin.



Volunteering in School

Parent and community involvement are key ingredients for the success of our schools. Volunteering provides an opportunity for moms, dads, grandparents and community members to work with children and to learn more about our schools. Regardless of how small or large the amount of time you can give, it will be greatly appreciated and will make a difference. A volunteer may choose to work in the school library or classroom. They may also choose to work at home on special projects and events. The only qualification is a "desire" to help out. Volunteer information will be sent out in September or you can speak with your child's classroom teacher, or leave a message at the school office. Current conditions may exist that limit or preclude volunteer opportunities, but we will keep interested parties apprised of the current state of volunteering in our schools.

The privacy of parents and students is protected by the Family Educational Rights and Privacy Act (FERPA). Volunteers are required to keep student information confidential under FERPA. Thank you for doing your part to protect the rights of our students and families.

MSAD 6 does require all people interested in becoming a volunteer to complete a written application, the "School Volunteer Registration Form" as well as to undergo a background check or CHRC (Criminal History Record Check). All volunteer information will be maintained confidentially, on a need-to-know basis. Volunteers will also receive information about rules and procedures specific to each building. Volunteer eligibility must be renewed annually.

Student Progress Reports and Parent/Teacher Conferences

Grades Pre K-5 are on a trimester system with conferences held in November/December and March/April. Reports will be issued three times a year: early December, March and June. These reports reflect a child's development and progress in their academics (reading, writing,

math, science, social studies) and specials (physical education, art, music.) Other areas of the child's experience such as work habits and social growth are also important parts of these reports. They help the students, the teacher, and the parent to understand what has been learned and to work closely together. Such written reports may not reflect all aspects of a student's growth and progress. Teachers and parents need to communicate and share additional information and concerns. Conferences between parents and teachers provide an excellent opportunity to discuss many details about the child's school experiences that cannot be easily conveyed in a report card. Either the teacher or the parent may request these conferences. Regular contact between the home and school will help the child see that both parents and teachers care about the child's success.

FERPA

FERPA stands for the Family Education Rights and Privacy Act. It is federal legislation that protects the privacy and confidentiality of student information and records. This act details how parents, agencies, institutions and other persons are able to access information contained in school files. School personnel who are directly involved with a child's educational program are able to peruse the child's record when planning educational programs. Only directory information (name, grade, etc.) is ever shared with the public. All employees must keep all information regarding all students confidential unless acquired through legal guidelines. For more information, please contact the Superintendent's Office.

Release of Student Information

As per M.S.A.D. #6 policy, "Directory information" including the student's name, school activities, awards, and height and weight (when appropriate for athletic events) is released to the news media, and for such publications as the school yearbook, honor roll, programs for student activities, etc. If you do not want this information sent, please notify the school in writing by September 30, 2024.

If a custodial parent/guardian wishes MSAD#6 schools to comply with provisions of a court order restricting access to a child, a certified copy of the most recent court order must be attached.

The school also forwards educational records to any school in which a student seeks or intends to enroll upon the written request, via signature on a release of records form by the parent or guardian.

Homework

Homework may be assigned to reinforce material that has been taught in school. It is not used to introduce new material. Assignments are intended to develop good work habits, improve academic progress and help inform parents of the school's curriculum.

Formal Testing

The school utilizes a variety of assessments to determine the academic abilities and achievement of each student. For example, reading tests are given as a child progresses from one reading level to the next. This information aids in the effective supervision of instruction and individualization of teaching during the most crucial learning years of a child's life. All

schools are required to participate in testing for grades 3 -5. **Testing schedule is subject to change.** More complete information regarding our testing calendar can be found on the district website under the Curriculum, Instruction, and Assessment tab of the Departments.

It is vital that your child attends school each day, but particularly during testing times. These assessments supply information needed for effective educational strategies and curriculum planning. We appreciate your support during these times!

Field Trips

A field trip is a planned school-sponsored educational activity in which a class or group of students leaves school grounds for the purpose of continuing, extending or enriching the instructional program. The School Board believes in the educational benefits of curriculum-connected field trips and agrees that such field trips can promote learning and foster better attitudes toward school, curricula, and the learning process.

Parents are required to return permission and medication forms at least two weeks prior to the trip. The number and level of participation of chaperones for any field trip will be determined by the superintendent or principal. Questions regarding field trips should be directed to the teacher.

References: EEA-R - Transportation-Field Trips
JLCD - Administering Medication to Students

Math/Reading Nights

Each year, parents will be invited to attend an event sponsored by the staff. This is an opportunity to meet with staff and learn more about instructional practices.. It also may be a chance to work with your child on educational activities and celebrate their learning.



District Writing Contest

The District Writing Contest is voluntary and open to all PreK-8 students. Students may enter one piece of writing. When possible, a District Writing Tea is held to honor student's work.

District Elementary Math Meet

During each school year, the district hosts two math meets to encourage intermediate level students to exercise their abilities in mathematics. In the fall and spring, identified grade levels of students will have an opportunity to attend a district meet. Teachers will notify students which grade levels are eligible before each meet and encourage participation. Participants and math meets are subject to change.

Student Services

Special Services

We work to provide every student what he or she needs to fully access appropriate educational opportunities here at school. Students who are in need of supportive services or special education may be identified through the 504 process or the Individual Education Plan (I.E.P.) process at any time during the year. This team is usually composed of parents, teachers, administrators, and special services providers. The purpose of these meetings is to determine the concerns of the parents/guardians and staff and to discuss the next steps. A copy of parents' rights publication is available in the Principal's office. For more information, you may contact the building administrator, your child's teacher or the special services director. There is also more information on the district's web site.

Reference: IHBAA-R.

Special Education: Child Identification

Procedural Safeguard Annual Notice

Under IDEA (Individuals with Disabilities Education Act), schools are required to provide parents with an annual notice of their rights and responsibilities, often called the Procedural Safeguards notice. This notice outlines parents' rights in special education. The link provided below will link you to a PDF of the Procedural Safeguards from the Maine Department of Education's site.

https://www.maine.gov/doe/sites/maine.gov.doe/files/inline-files/Special%20Services%20-%20Procedural%20Safeguards%20%5BEnglish%5D%20-%207.26.2024.pdf

Gifted and Talented Education (GATES)

In MSAD 6, gifted and talented services are provided to eligible students in English language arts (ELA), math, visual and performing arts beginning in grade 4. Students are screened for eligibility in the spring of 3rd grade for services in grade 4 and 5, and again in the spring of 5th grade for services in grades 6-12. More information on ELA and math can be found here. For additional information on screening in the visual and performing arts, contact your student's teacher or school principal.

Section 504, ADA

Students with health conditions or other disabilities that may impact access to learning may be eligible for services under section 504 of the Americans with Disabilities Act. Questions regarding services under section 504 should be directed to the school nurse or guidance counselor.

Title I

Title I is a federally funded regular education program that supports and reinforces classroom instruction. To receive Title I funding, each school must meet federal regulations. Our Title I Program services provide support to students in the areas of reading and math.

Multi-Tiered Support Systems (MTSS)

Our goal is for each student to make regular, continuous learning progress. Teachers regularly monitor student learning and, should a child experience difficulties, alternative strategies will

be utilized and assessed. If, after a number of interventions, students continue to experience difficulty, teachers will work with a MTSS team to identify additional approaches or interventions that may help the student. Some schools have adapted a BARR approach to help support students. BARR stands for Building Assets and Reducing Risks.

Physical Education

The physical education curriculum offers a varied program for grades K-5 at the elementary level. The program includes, but is not limited to, movement and related activities for K-3, and sports related team games and activities for grades 4-5. Since physical education is a curriculum requirement by the State Department of Education, students can only be excused from the program by a physician. There are times however, when a student might require a temporary excuse from class. In such situations, a note should be sent to the teacher/nurse. The student would still be responsible, however, for paying attention to the instruction being given for the class activity.

Library

Each school in MSAD#6 has a library. Volunteers assist the librarian by helping students check books in and out and by performing a variety of necessary clerical tasks. The librarian teaches the library skills curriculum by introducing students to many types of literature and providing instruction on how to locate materials for a variety of uses. These skills are integrated with the classroom curriculum and students are also introduced to "in print and electric" formats. Students are expected to treat library materials with care and return books when they are due.

Student Access to Library Materials

The school administration partners with the library staff to curate a collection of books and library materials that provide students with a wide range of information and literary experiences. Parents have the right to limit their child's access to certain book titles. This can be done by contacting the school librarian. The process for library and media book selection is outlined in MSAD 6 Policy IJJ.

Replacement of Textbooks and Classroom Materials

Textbooks are purchased by the school district for student use during the school year. Additionally, consumable workbooks are sometimes purchased and used. Because these materials are costly, it is expected that students treat materials with care and keep track of them. Parents of students who lose or damage textbooks will be expected to reimburse the school for the cost of purchasing a new one. ***If students' damage, destroy, or lose school property, parents will be responsible for replacement or repair, at the discretion of the principal.***



School Health Policies

Illnesses

The health of all students is of vital concern. Your support on the following guidelines will help keep a healthy school environment. Parents of children who become ill, or have symptoms of illness at school, will be contacted to pick them up. If parents are not at home, the person designated on the emergency information sheet is called to care for the child until a parent can take over. It is IMPORTANT to notify the school of any changes that need to be made on the emergency information sheet.

Children should not be sent to school when ill. Please note that if a child is well enough to be in school, he/she is expected to participate in all classes and recess (unless a written note from a physician is provided). School policy requires that parents notify the school office when their child will be home sick. If a child is absent and we have not been notified we may contact the home or workplace. When your child returns to school, please send a written note explaining the absence.

A list of health concerns that might interfere with the child's academic progress is provided to teachers on an annual basis. A list of serious health problems such as asthma, diabetes, seizure disorders, hemophilia, etc., is provided to the bus drivers in order to readily identify these children if an emergency arises.

Medications

The only medications considered necessary to be taken at school are those prescribed by a physician to be taken on a schedule that cannot be adjusted to outside school hours. When it becomes necessary for a student to take any form of medication at school, a **Permission to Administer Medication in Schools Form** signed by the parent and health care provider prescribing the medication must be returned to the school before any medication will be administered by the nurse.

References: JLCD* Administering Medications to Students
JLCD-BA* -Permission to Administer Medicine

All medications will be kept in the clinic, main office or designated area for each school and taken under adult supervision. The medication must be clearly labeled with name of medicine, name of child, dosage, frequency, physician's name, and in the original container.
Reference: JLCD*

Sunscreen

Sunscreen must be carried and applied by the student with the understanding that the District will not be responsible for any injury arising from a student's self-administration of sunscreen.

Immunizations

Maine State law requires that all children meet certain immunization requirements for school entry and provide written documentation of those within 30 days of starting school. If a child's health records are not in compliance with the state law, the school nurse will notify the student's parent(s) or guardian(s).

Head Lice (Pediculosis)

Many people associate head lice with unclean people or homes. This is NOT true! Lice are usually transmitted by contact with infected persons, by wearing infested clothing, hats, etc., or by using an infested comb or brush. Lice are small insects about the size of a sesame seed. Nits (lice eggs) are tiny, yellow-white oval specks attached to the hair shafts. They will NOT wash off. Intense itching is the main symptom of head lice. Parents should check their child's head periodically.

In accordance with the Center for Disease Control and American Academy of Pediatrics, students with Pediculosis (head lice) no longer need to be excluded from school. When cases are identified, the school nurse will contact parents and provide educational material on treatment options. In the case of difficult individual cases, the school nurse will develop a plan with the student, the student's family and other staff members as appropriate.

Reference: JLCDB

Pediculosis

Vision and Hearing Checks

School volunteers, under the direction of the school nurse, perform vision checks on students in kindergarten and Grades 1, 3, 5, 7, and 9: and hearing checks on students in kindergarten and Grades 1, 3, 5, and 7. A school nurse will recheck students who do not pass the screening and the parents will be notified if any concerns are found.

Latex

MSAD #6 recognizes allergic reactions to latex have become an increased health risk, sometimes life threatening. Therefore, no latex gloves or latex balloons are permitted in schools. Additionally, MSAD #6 encourages the purchase of non-latex products.

Animals in Schools and at School-Sponsored Activities

It is the intent of MSAD 6 to provide a healthy learning environment for all students. The District recognizes that animals have been part of the learning experience at school for many

years and they have beneficial and therapeutic effects for some students including acceptance, bonding, caring, and teaching of responsibility. This policy addresses animals, other than service animals, brought to school, school facilities, and/or school-sponsored activities. Service animals are addressed in accordance with Policy ACAC.

Permission must be obtained from the Principal before animals are brought to school by students, parents or visitors, and parents must be notified of any presentation of animals (IMG-E Parent Notification – Animal Presentation form). In general, animals are not allowed in school or at school-sponsored activities except for purposes related to the educational program. The requesting teacher or staff member has overall responsibility for ensuring that the requirements of this policy are followed. MSAD 6 retains the authority to exclude any animal from school for safety and health reasons, or due to distractions from the educational program.

References: IMG-E - Parent Notification – Animal Presentation
JLCE - Emergency Care
IMBAA - Alternatives to Biological Dissection
JIH & JIH-R - Questioning and Searches of Students
ACAC – Service Animals in Schools
IMG - Animals in Schools and at School-Sponsored Activities

Wellness Policy

MSAD 6 recognizes that student wellness and good nutrition are related to students' physical and psychological well-being and readiness to learn. The Board of Directors is committed to providing a school environment that supports student wellness, healthy food choices, nutrition education and regular physical activity. The Board of Directors believes that students who learn and practice healthy lifestyles in their formative years may be more likely to be conscious of the importance of good nutrition and exercise as adults and reduce their risk of obesity, and the possible onset of related illnesses.

In terms of the wellness policy, this information is key for parents/guardians & community:

- Provide nutritionally sound snacks or non-food items for celebrations (classroom)
- Encourage and support your child's / family physical activities
- Confidence that child will have options to accommodate for dietary needs and restrictions
- Students can use reusable water bottles
- Water filling stations are available in all schools
- Will be provided with a list of "Smart Snack" foods to bring to school or send in for school celebrations
- Exploration of non-food fundraising options
- District will periodically provide resources and information

Legal Reference: 42 U.S.C. § 1751
Cross Reference: EFE – Competitive Food Sales – Sales of Foods in Competition With the School Food Service Program
JJE – Student Fundraising Activities
JJE-R – Solicitations and Fundraising Activities
KF – Non School Use of MSAD 6 Facilities KFA – Grounds Policy

Concussion Information for Students and Parents

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. In other words, even a "ding" or a bump on the head can be serious. You can't see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your student reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:

- Headaches or "Pressure in head"
- "Don't feel right"
- Numbness or tingling Fatigue or low energy
- Nausea or vomiting
- Sadness
- Neck pain
- Nervousness or anxiety
- Balance problems or dizziness
- Irritability
- Blurred, double, or fuzzy vision
- More emotional
- Sensitivity to light or noise
- Confusion
- Feeling sluggish or slowed down
- Concentration or memory problems
- Feeling foggy or groggy (forgetting game plays)
- Drowsiness
- Repeating the same question/comment
- Change in sleep patterns
- Amnesia

More information about concussions can be found on the CDC Website: Heads Up

MSAD 6

Notice Regarding School Integrated Pest Management (IPM) Policies

Pest Control

Because pesticides pose risks, the school uses an alternative approach to merely applying pesticides. Control of insects, rodents, and weeds at our school focuses on making the school buildings and grounds an unfavorable place for pests to live and breed. Through maintenance and cleaning, we will reduce or eliminate available food and water sources and hiding places for the pests. We will also routinely monitor the school area to detect pest problems and prevent the pests from becoming established. Some techniques we will use include pest monitoring, sanitation, pest exclusion, proper food storage, pest removal, good turf and plant care, and--as a last resort--pesticides. This holistic approach is often called Integrated Pest Management (IPM).

Pesticide Use

Sometimes pesticide use may be necessary to control a pest problem. When that happens, the school will use the lowest risk approach available. If higher-risk pesticides must be used, notices will be posted at application sites, and advance notice will be sent home with students.

Your Right to Know

Parents, legal guardians, and school staff will be notified about certain pesticide applications made at the school. Notification will be given at least five days before planned pesticide applications during the regular school year. In addition, for pesticides applied anytime during the year, notices will also be posted in the school and on school grounds two working days before until 48 hours after the application. Notification need not be given for pesticide applications recognized by law to pose little or no risk of exposure to children or staff.

The school also keeps records of pest monitoring, pesticide applications, and information about the pesticides used. You may review these records, a copy of the School's Integrated Pest Management Policy, and the Pesticides in Schools regulation (CMR 01-026 Chapter 27) by contacting our IPM coordinator, Karl Ingoldsby, at **kingoldsby@bonnyeagle.org** or 207-648-7795.

If you have any questions, please contact Karl Ingoldsby. For further information about pests, pesticides and your right to know, call the Board of Pesticides Control at 207-287-2731 or visit the Maine School IPM website at **www.thinkfirstspraylast.org/schoolipm** .

MSAD #6 School Nutrition Program

The MSAD #6 Bonny Eagle School District participates in USDA's School Meals Programs. School Breakfast and School Lunch are provided at all of our schools each school day.

Our goal is to ensure all students have access to a healthy, nutritious breakfast and lunch every school day in a safe and comfortable environment so that they are ready to succeed in academic and social activities.

Menu:
Our menus are posted on the MSAD #6 School Nutrition website:
https://bonnyeagle.org/en-US/school-nutrition-d53841e1
We will also provide a paper menu at your child's school to take home.

Our Meal Prices:
Free breakfast and lunch is now possible thanks to additional funding being provided by the State of Maine. Students may choose to purchase milk separately for $0.50.

Each student is assigned a lunch number that is used with our computerized point of sale system. Milk is available as an ala carte item for elementary students. Students need to have funds on their account or cash to purchase ala carte items.

Meal Payment:
Money can be deposited into student's accounts online at (My School Bucks) MySchoolBucks.com, however there is a charge of $3.75 per transaction please note you may place funds on all of your students accounts and it will be considered 1 transaction if done at the same time. Money can also be sent in with students. If sending in a check please make it payable to MSAD #6 School Nutrition. If sending in cash, please send in a sealed envelope with the student's full name on the outside of the envelope and the amount in the envelope written on the outside.

Economic Status Form within Online Registration:
Please sign into your ParentVue account and click on Online Registration to begin the process of verifying your child(ren)'s information and completing Economic Status Change Form.

The Economic Status Form will provide information needed by the Maine Department of Education to determine MSAD 6 schools eligibility status for State Economically Disadvantaged funds available under the Essential Programs & Services Funding Act. Data in this form is not for school lunch purposes, only to determine economic disadvantaged

status*. This form is extremely critical to help MSAD 6 receive funding for programs within the district. Thank you for your cooperation.

* Economically disadvantaged status is defined as students who are included in the department's count of students who are eligible for free or reduced-price meals or free milk or both. 20-A MRSA ◆15672(3)

Please contact Erin Miller- School Nutrition Director with any questions or concerns at 648-7985 or via email at is emiller@bonnyeagle.org.