

Nokomis Regional Middle School



291 Williams Rd, Suite 1
Newport, Maine 04953

Parent/Student Handbook 2025-2026

*"Inspire every student. Instill a motivation for learning.
Ensure contributing citizens"*

Welcome

Welcome to Nokomis Regional Middle School, a member of RSU #19. The staff at NRMS is dedicated to providing a rigorous, rich program to ensure that students have an opportunity to reach their full potential and succeed in their educational endeavors. We recognize that a truly effective program is one that is supported by the community; we welcome your support and input. The staff will be available before school and after school to provide assistance and support for students and families in order to provide multiple pathways for success.

Visit the District Web and/or NRMS Online

You may wish to visit the District Web Page at www.rsu19.org. This will give you considerable information regarding the entire school system and board policies, as well as Nokomis Regional Middle School. If you have any questions about the site, do not hesitate to call the school office at 355-3600, or call or email Josh Grant in the Technology Department at Nokomis Regional High at 368-4354 or jgrant@rsu19.net

Communicate Through Email

Each staff member at NRMS has an email address and can be contacted using their first initial, last name followed by @rsu19.net. Many parents keep in contact with their child's teacher(s) through email, and you are encouraged to use it at any time.

Infinite Campus

Each student in our building is entered into Infinite Campus. Parents must access these accounts in order to keep track of their child(ren)'s attendance, assignments, and grades. Once students enter middle school and as they progress to Nokomis High School, the Infinite Campus platform allows parents the chance to monitor grades in all academic settings. You can download the Infinite Campus app to your smartphone and set it to notify you anytime something is reported on the platform. Many teachers will use Google Classroom as a method of posting assignments and projects, but Infinite Campus is the only place to monitor up-to-date grades. Teachers are expected to update grades on the platform on a weekly basis. If you have questions about information reported in Infinite Campus, reach out to your child's teacher. If you need information regarding this account, please contact the tech department at Nokomis by emailing: tech@rsu19.net

N.R.M.S. Pledge

Nokomis Regional Middle School is a community of learners and I am an important member of this community. As a member, I need to set a good example for others by showing respect to adults, peers, and property; by treating other people kindly; by being honest, trustworthy, and compassionate; by learning self-control; by taking responsibility for my actions and words; by problem solving without violence. I take pride in Nokomis Regional Middle School and will do my best to help make it a place where people feel safe and accepted.

Nokomis Regional Middle School Staff

Mr. David Page– Principal
Mrs. Susan Condon- Assistant Principal
Mr. Gene Crockett - Athletic Director
Mrs. Carol Crockett - Administrative Assistant
Mrs. Jessica Badger - Administrative Assistant

Classroom Teachers

Mrs. Tammy Leonard- Grade 5 ELA
Mrs. Theresa Philbrook - Grade 5 ELA
Mrs. Jen Berce - Grade 5 Math
Ms. Kris Worster - Grade 5 Math
Mrs. Karen Cooper- Grade 5 Science
Mrs. Darcey LaPrade - Grade 5 S.S.
Mrs. Lindsey Carlisle- Grade 5 S.S. / Science

Mrs. Lauren Pierce - Grade 6 ELA
Ms. Alicia Burns - Grade 6 ELA
Ms. Haley Austin - Grade 6 Math
Mrs. Nancy LeBlanc - Grade 6 Math
Mrs. Andrea Nadeau Grade 6 Science
Mrs. Jessica Roy - Grade 6 Science
Mr. Jon Smith - Grade 6 S.S.

Mrs. LeighAnn Chapman Nile- Grade 7 ELA

Ms. Nicole Bosse - Grade 7 ELA
Mrs. Kate Myers-Jewett - Grade 7 Math
Mr. Daniel Decker- Grade 7 Science
Mr. Taylor Rodgers - Grade 7 S.S.
Mr. Tyler Tibbetts - Grade 7 Science
Ms. Tonya Gray - Grade 7 Math

Mrs. Mariah McGuire- Grade 8 ELA
Mr. Tyler Lewandowski- Grade 8 ELA
Ms. Angela Guy - Grade 8 Math
Ms. Ellen Smith- Grade 8 Math
Ms. Nikole Grant - Grade 8 Science
Mr. Jordan Larlee - Grade 8 Science
Mr. Lucas Jewett - Grade 8 S.S.
Mr. Leif Ericksson- Grade 8 S. S.

Special Education

Mrs. Billie Melanson – Grade 5
Ms. Kathy Alley - Grade 6
Mr. Anthony Murphy - Grade 6
Ms. Kathy Ware – Grade 7
Mrs. Amy Chandler- Grade 8
Ms. Val Waterman - Lifeskills

Dirigo Program

Mr. Christopher Warne
Mr. Aaron Nelms

Student Support Services

Ms. Tracie Newhall-(Title 1)
Mrs. Tonya Parker- Instructional Coach
Ms. - OT
Mrs. Patricia McCrae- School Nurse
Mrs. Theresa Ludden - Guidance Counselor
Ms. Emelie Morton - Guidance Counselor

Unified Arts Teachers

Mr. Adam King-Phys. Ed.

Mr. Jay Demchak-Phys. Ed
 Mrs. Abby Jordan– Music
 Mrs. Emily Dunlap – Music
 Mrs. Yvonne Perry – Health
 Mr. Keith Kelley – Instructional Tech. (IT)
 Mrs. Kim Wade – Art
 M -JMG
 Mrs. Libby Tyndale-GT (District)

Educational Technicians

*can be contacted via special education teachers

Mrs. Elaine Butler
 Ms. Amanda Cross
 Mrs. Christie Harmon
 Mrs. Stephanie Joseph
 Ms. Anne Larsen
 Mrs. Carol McCarron
 Mr. Ryan McDougal
 Mrs. Donna Morris
 Mr. Brian Pelletier
 Ms. Dena Tezel

Interventionists

Ms. Rachael Haviland

Kitchen Personnel

Mrs. Lorey Duprey-Food Service Director
 Mrs. Megan Clukey
 Mrs. Shellie Graves
 Mrs. Lisa LaBree
 Mrs. Tasha Smith
 Mrs. Angel Greenleaf
 Mrs. Terri McEwen
 Mrs. Grace Hall
 Ms. Amanda Fanjoy

Custodians

*can be contacted through Main Office

Mr. Jake Bowley

Ms. Annie Pederson

Ms. Lizzetta Smith

Mr. Charles Thody

Library

Mrs. Joanne Elwell

Mrs. Megan Rancourt

School Hours

The school office is open from 7:15 AM to 3:15 PM during the school year. If you have any questions or concerns, you are encouraged to stop by or call the office at 355-3600.

Teachers can be contacted via office or email. Calls for teachers will be taken as a message during the school day, unless the office has been instructed differently by the teacher. School starts promptly at 8:05. Students will be considered tardy after 8:05 and will require a parent or note to sign in. Students riding in a private vehicle should not arrive before 7:30 AM.; final dismissal starts at 2:15 PM.

Attendance

Absences: Attendance is one of the most important factors in student success. Students are expected to be in school every day that school is in session, unless legally excused.

The following are considered legal excuses for being absent:

1. **Personal Illness** – The school may require the certificate of a doctor if deemed advisable.
2. **Appointments** – With health professionals that cannot be made outside of the regular school hours.
3. **Religious Holidays** – Observance of recognized religious holidays when required during the regular school day.
4. **Emergency** – Family situation.
5. **Personal/Educational** – Planned absences; please notify the classroom teacher of any vacations or extended out-of-school time so that they can provide work.

Notes from parents are required whenever students are absent from school. These are due on the day the student returns and should state the reason for the absence(s). Parents may also call or email the school (ccrockett@rsu19.net , jbadger@rsu19.net) to report the absence. Absences for which notes are not received are recorded as unexcused. If calls or emails are not received, parents will be contacted to verify the student's absence. *Students who are absent from school on the day of an after-school athletic event, concert,*

dance, or special event are INELIGIBLE to attend these events. Also, chronic absences may impact whether or not a student will be allowed to attend field trips or other special school activities. Specific circumstances may arise and will be considered by the building principal, as well as the grade-level teachers, as to whether a student participates or not. Since ongoing chronic absenteeism is a growing problem across the nation, and in our school, administrators will consider retaining a student if he/she has missed too many academic days. Attending school increases the likelihood your child will be successful and that is the goal for every student.

Truancy: A student is considered truant after 7 days of absence. The guidance counselor at the school will intervene by contacting the parent or guardian of the truant student. Appropriate actions will then follow this contact. Truancy negatively impacts students academically, socially, and emotionally and is taken very seriously. As a school, we are continuously looking at ways to improve attendance and attempt to work with parents/caregivers in whatever way we can to assist in this endeavor. Students are still responsible for missing work while they are out and will be expected to complete the work in order to receive a grade.

Tardiness: Students will be considered tardy if they arrive later than 8:05 AM for the start of school. *Students who are tardy need to report to the office in order to update attendance, lunch count information, and to obtain a late pass.* Students should also bring a written excuse signed by a parent/guardian or parents should come into the office and sign the student in.

Dismissals: Students will not be dismissed during the day without signed authorization from a parent or guardian. If situations arise that change your child(ren's) dismissal destination, please make sure to call the office before 2:00 PM. When dismissed, bus students will report to their bus, walkers will exit school grounds, students being picked up will go to the parent parking lot, and students who are staying for a teacher, sports or an activity will report to the teacher in charge or designated area.

Storm Day/Delay/Early Release: When inclement weather arrives, the opening of school may be canceled, delayed, or dismissed early for the day. It is recommended that you listen to the radio, t.v. station, or check social media. Keep in mind that if school remains in session and you as a parent do not wish for your child to venture out due to the weather, you may make that choice to keep them home for the day. Please call the school to notify the office of your decision. In case of early dismissal, the school and child need to know where they should be going so please keep your information updated at all times.

School Records:

Parental Access to School Records: The Administration of RSU #19 want all parents to be aware of their right to inspect and review their children's school records. RSU#19 has developed Policy JRA Student Records in accordance with State and Federal laws and

regulations. If you have any questions regarding your rights as a parent regarding student records we encourage you to visit our district website or contact the school principal.

Transfer of Educational Records: The 119th Legislature amended Title 20-A, Section 6001-B, Transfer of Education Records to read: “A school administrative unit shall include in the written notice to parents or guardians of every student enrolled in the school administrative unit that education records must be sent to a school administrative unit to which a student applies for transfer.” Section 99.31 of the Family Education Rights and Privacy Act allows for the disclosure of education records to officials of another school administrative unit where the student seeks or intends to enroll. Prior consent of the parent or guardian is not required.

Harassment Policy: Students

RSU#19 recognizes the right of each student to perform in an atmosphere which is free of intimidation, ridicule, hostility and offensiveness. In order to ensure such an atmosphere, the personnel of RSU#19 shall not engage in harassment of students and students shall not harass other students, where harassment is based upon race, color, sex, religion, age, national origin or handicap. Acts of this nature are not only a violation of this policy but also constitutes illegal discrimination under state and federal laws. Harassment based upon sexual preference will not be allowed in RSU#19.

Examples of prohibited harassment:

1. Unwelcome sexual advances, gestures, comments or contact.
2. Threats.
3. Offensive Jokes.
4. Ridicule, Slurs, Derogatory Actions, or Remarks.

Affirmative Action Officer – Mary Nadeau, Principal, Nokomis Regional High
368-4354

Anti-Discrimination

“It is, and shall continue to be, the established policy and practice of RSU#19 to avoid discrimination because of race, color, religious creed, sex, national origin, ancestry, age or handicap in the performance of its responsibilities and function of service in all phases of its administrative and educational concerns, unless related to a bona fide requirement. RSU#19, its officers and employees, shall not discriminate in the educational and employment policies which it operates and will honor all appropriate laws relating to discrimination.”

Student Hazing and Endangerment

Maine Statute defines hazing as “any action or situation which recklessly or intentionally endangers the mental or physical health of a student enrolled in a public school.” It is the policy of the Board of Directors that injurious hazing activities of any type, on or off school property, by any student, staff member, group or organization affiliated with this

school unit, are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member, or other employee of the school unit shall encourage, permit, condone, or tolerate hazing activities.

Bullying and Conflict

We are committed to providing a caring, friendly, respectful, and safe environment for all students so the focus of their attention is on learning and growing. Bullying, which includes cyber-bullying, is a behavior that can often interfere with this focus and will be addressed when it occurs. We encourage parents to closely monitor all social media activities their child is involved in to assist in the attention to, and combat of, cyber bullying, which has surfaced increasingly over the years and continuously spills over into the school. It is important also to recognize that students will engage in conflicts that are not incidents of bullying. Our goal is to teach students to recognize the difference and to work on treating each other with kindness and respect. Students who are able to “coexist” with others and find ways to work toward conflict resolution whenever possible will have better long-term success in their working and personal relationships. Bullying and Harassment policies are located on our district website.

Bus Policy

The rules and regulations concerning bus transportation will be sent home to you at the beginning of the school year and must be signed and returned to the office. The School Board adopted a bus behavior form. If your son/daughter receives one of these forms from the bus driver, it is necessary that you sign it, keep one copy and have your son/daughter return it to the bus driver the following morning. This will let the school know that you are aware of the problem and that we can work together to change unwanted behavior. Failure to return the form will result in your son/daughter being denied bus-riding privileges until the form is returned. ***Students are to ride the bus to which they are assigned and will not be permitted to ride an alternative one without written permission from a parent/guardian or the school office. Students will only be allowed off the bus at school, home, or locations requested in writing by parents/guardians and must receive a bus pass from the school secretary. The bus is considered an extension of school and is treated as such in terms of consequences. Parents are encouraged to discuss bus issues with the bus driver and then the bus supervisor if necessary. Bus incidents should be reported to Jeff Whitney at the bus garage at 368-5139.***

Medications

All medications are to be kept in the office with the school secretary or the nurse. A parental consent form that includes the student’s name, medication name, dosage, and the time(s) to be given must be on file in the office before any medication can be given. In addition, the medication must be in its original container. If long term medicines are to be given during school hours, a doctor’s note of authorization must also be filled out. Both the parent request and the doctor’s release forms may be obtained in the office. An adult must bring in all medications; no students are to bring in prescribed medication or


any other medications from home (i.e. ibuprofen, Tylenol, etc.). A doctor's note will also be required for the severely asthmatic student who must carry their inhalers at all times.

Health Services

The purpose of the school nurse is to provide the fullest possible educational opportunity for each student by minimizing absences due to illness and creating a climate of health and well being in district schools. The school nurse has several areas of expertise. In addition to giving first aid, the school nurse performs many screening tests for students and staff, visits homes for a variety of health reasons, monitors immunization status according to state laws, evaluates medical aspects of handicapped children, acts as a liaison between educational and medical personnel, deals with communicable diseases to prevent its spread to others, maintains health records, acts as a source for health education programs, and communicates with parents, students, and staff about medical issues and medication side effects that can affect the student in the classroom. The school nurse can be reached at Nokomis Regional Middle School, 355-3600.

Student Conduct/Behavior

School is a safe place for students to learn how to interact appropriately with other students and adults. They are provided numerous opportunities to dialogue, communicate, agree/disagree, and share in order to learn how to become educated, informed, and engaged citizens. There is a general expectation that all students will conduct themselves in a safe, respectful, and considerate manner. Students are not permitted to engage in any physical interactions with peers or staff. Derogatory or inappropriate language or unsafe behaviors will not be tolerated inside the school building, on school grounds, or on the bus. Any student who disrupts the learning environment or safety of themselves or others in any way will be subjected to consequences, which include, but are not limited to, loss of recess, detention, suspension, and/or expulsion. As part of our general procedure, parents will be contacted when their child's conduct or behavior warrants a consequence *beyond* recess time(s). It is our hope that there'll be ongoing dialogue and communication between the school and home so that many of these issues can be addressed and resolved in a proactive, positive way.

	Nokomis Regional Middle School		
	School-Wide Code of Conduct		
	BE READY!	BE RESPECTFUL!	BE RESPONSIBLE!

All Settings	<ul style="list-style-type: none"> ● Bring only school related materials ● Follow all adult directions ● Keep phones powered off and away in lockers. Cell phones must stay in lockers all day. 	<ul style="list-style-type: none"> ● Be kind to peers and staff ● Be helpful to peers and staff ● Be prepared for class ● Be aware of self, space, and others 	<ul style="list-style-type: none"> ● Follow the dress code ● Use kind and polite language ● Take care of our building ● Have pride in taking care of our school spaces
Bus	<ul style="list-style-type: none"> ● Follow all bus driver directions ● Remain seated and stay in your seat ● Keep hands, feet, and all objects to yourself 	<ul style="list-style-type: none"> ● Be on time ● Use language and volume appropriately 	<ul style="list-style-type: none"> ● Keep voices low so you are not a distraction ● Use appropriate language ● Be a positive role model
Transitions (hallways, dismissal, etc.)	<ul style="list-style-type: none"> ● Walk in all hallways ● Stay to the right side of the hallway/stairwell ● Leave at the appropriate dismissal time, once a staff member dismisses you ● Keep cell phones in backpacks until you board the bus/enter vehicle 	<ul style="list-style-type: none"> ● Use language and volume appropriately ● Use lockers at the designated times 	<ul style="list-style-type: none"> ● Be aware and mindful of personal space ● Be in control of voice and volume
Bathroom	<ul style="list-style-type: none"> ● Practice proper hygiene (flush/wash hands) ● Keep floors clear and clean ● Keep sink clear and clean ● Shut off faucets 	<ul style="list-style-type: none"> ● Use time appropriately ● Have a pass ● One student out of the classroom at a time and not during direct teacher instruction ● Ask permission before leaving the room 	<ul style="list-style-type: none"> ● Pick up after yourself ● Keep the bathroom clean ● Report bathroom issues to a teacher/staff member as you see them
Cafeteria	<ul style="list-style-type: none"> ● Be in control of your body and voice ● Stay seated ● Don't share food ● Ask permission before using the bathroom 	<ul style="list-style-type: none"> ● Keep your table space and other areas clean ● Take care of all trash appropriately ● Enter/exit appropriately 	<ul style="list-style-type: none"> ● Practice table manners ● Be welcoming ● Please do not share food; many students have allergies that you may be unaware of

Playground/ Recess/ Outside Areas	<ul style="list-style-type: none"> • Be in control of your body, voice, words, and actions • Be ready to listen to teacher directions • Be ready to end your activities and quietly transition inside at the end of recess 	<ul style="list-style-type: none"> • Keep outside spaces neat and free of trash; don't litter, return playground equipment appropriately • Stay away from classroom windows on the lower level • Enter/exit the building appropriately 	<ul style="list-style-type: none"> • Be welcoming; include others • Model appropriate language • Keep hands, feet, and other objects to self • Ask permission before using the bathroom • Stay away from classroom windows on the lower level
Classroom	<ul style="list-style-type: none"> • Keep hands, feet, and materials to yourself. • Listen to all adult directions • Follow classroom procedures as outlined by your teacher • Be ready to learn and open to giving your best effort 	<ul style="list-style-type: none"> • Be on time • Be prepared by having all of your materials • Be on task • Stay focused and engaged • Be helpful 	<ul style="list-style-type: none"> • Be positive • Work cooperatively • Be patient • Take care of all classroom spaces- pick up trash, stack chairs at the end of the day, return materials as you found them

Dress Code

Well-dressed and groomed students tend to have a better attitude toward school and toward their fellow students. It is important that students dress neatly and in good taste at all times by choosing clothing that is appropriate for an academic environment.

1. No bare feet or shoes that could damage the floor (i.e. cleats).
2. Clothes must be clean and neat and must meet reasonable standards of health/hygiene.
3. Certain decorations and designs are prohibited, including depictions or language condoning or advertising drugs, liquor or tobacco products, or any other products or services not permitted for minors by law. Clothing, decorations cannot promote illegal activity, violence, libel, or other expressions that are likely to cause disruption in the school, including but not limited to political, racial or inflammatory statements.
4. Clothing or decorations that identify violent or intimidating gangs, or that are signals of drug trafficking are prohibited. Decorations with sexual connotations, violence, obscenity, or the occult are prohibited.
5. Clothes must fit properly and adequately cover the body. Clothes that are too short, have extreme thigh high holes, are see-through, or are considered swimwear are prohibited, along with clothes that expose the torso, chest,

stomach, undergarments or undergarment straps (i.e. spaghetti straps). Tops that are considered tube tops, crop tops, halter-tops, or strapless tops are prohibited. 6. Nothing that could be hazardous, damaging, or threatening may be worn, i.e. chains, spikes, spiked rings. Flags of any kind cannot be used as capes, worn around waists, or used as blankets; blankets are also not allowed. 7. As proper manners for all public buildings dictate, hats must be removed upon entering the building. Additionally, hoods, visors and sunglasses must be removed when entering school. Any student in violation of the dress code will be addressed discreetly by school personnel. Students may be required to change and/or call home. Continued violation may warrant consequences.

Electronics, Gum, Hats, and Drinks

The rule being followed at NRMS is there should be **no personal electronic devices at school**. These items include (but aren't limited to): iPods, earbuds, headphones, tablets, cell phones, smart watches, and gaming devices. IF students bring such items to school, they should remain in lockers during the entire school day. Students are responsible for their devices on the bus and at school; any lost or stolen items **will not** be the responsibility of the school. Teachers may take electronics from students who are violating this policy and return it to the student at the end of the period or day. If a student continues to violate the policy consequences may include, but are not limited to, the phone being kept by the teacher or in the office until the end of the day or until a parent/guardian can retrieve it. It is best for students to recognize and follow the general policy of, **"No cell phones out of your lockers during the school day."** Videoing and taking pictures at school or on the bus during the school day is also prohibited. Gum chewing is not allowed during the school day and hats should be removed upon entering the school and should remain off until students exit the building at the end of the day. **Energy drinks of any kind are prohibited and soda should also not be brought to school to drink during the day.** All liquid brought to school *should* be in a clear water bottle/container or the original container.

Weapons/Lockers/Backpacks/Smoking/Alcohol

No weapons or perceived weapons of any kind will be allowed on school grounds. A weapon is defined as anything which can be used to intimidate or cause harm to another person. Examples include, but aren't limited to: firearms, ammunition, explosives, "brass" knuckles, knives of any kind, chains, clubs, and ninja stars. There is no smoking or drinking alcohol on school property or on buses. All smoking products (pertaining, but not limited to; marijuana, e-cigarettes, or vape pens) and alcoholic beverages are also prohibited. All lockers are the property of NRMS and can be searched periodically if warranted. Backpacks should be kept in lockers during the day and can be searched if staff deems necessary. Both of these policies are in place to make sure students are kept safe. Violations will be dealt with on a case-by-case basis and may include detention, suspension, or expulsion.

Grades, Progress Reports, and Eligibility

Grades are kept throughout each quarter with progress reports being available in Infinite Campus at the midway point of each quarter. Parents and caregivers can, and are encouraged, to access their child's grades through Infinite Campus. If there are concerns or questions, the teacher should be contacted after the student has had an opportunity to offer an explanation. Students are eligible for the honor roll each trimester and must have a minimum of 2.8 in each of their classes in order to qualify. Students who participate in sports and music must maintain eligibility or their participation will be in jeopardy. In order to be eligible for sports and music programs, students must maintain a 1.8 or above in all classes. A student who becomes ineligible will be monitored. His/her academic progress will be re-evaluated by staff members, which will include teachers and the athletic director, to determine when the student is able to fully participate in sports/music activities.

Sports and Music

Students in grades 6-8 can try out for sports teams at NRMS; 5th grade students cannot (with the exception of golf, cross country, and track), but are encouraged to get involved with their community recreation departments. Students in grades 5-8 *can* try out for all of the music programs, which includes band, chorus, jazz band, and show choir. All of the sports and music programs have a certain number of students they can accept, so students who wish to play or sing will need to attend a try-out, but they may not make the team or group. All students involved in any of these programs will be expected to maintain their grades and act appropriately at school and on the team/in the group in order to continue to participate.

Complaints/Concerns

It is advised that the proper channeling of complaints and concerns involving instruction, discipline, or learning is as follows:

1. Teacher/Bus Driver; 2. Principal/Bus Garage Supervisor; 3. Superintendent,; 4. School Board

Updated 08/2024