

Tyrrell Middle School 2017-2018

STUDENT HANDBOOK

Joseph Norcross, Principal
Daniel Caetano, Assistant Principal
Tyrrell Middle School
500 Todd Road
Wolcott, Connecticut 06716
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This agenda belongs to:

Name _____
Address _____
Town _____ Zip Code _____
Phone _____
Student No. _____

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INTRODUCTION

The Connecticut General Statutes and/or Board of Education regulations require an annual notification to parents/guardians of certain policies or regulations for the school district. This booklet fulfills this obligation.

You are requested to read this information and to return the form on the last page to your child's teacher. The form will verify your receipt of this material.

Thank you for your cooperation. Do not hesitate to call the school principal if you have questions or concerns.

WOLCOTT BOARD OF EDUCATION

Patricia Najarian, Chairman
Gloria Gubitosi, Vice-Chairman
Kimberly Lumia, Secretary

Arthur Lerz
Roberta Leonard
Gloria Clair

Anthony Gugliotti
Thomas Buzzelli

SCHOOL DIRECTORY

Central Office

Superintendent 203-879-8183
Director Student Learning/Teaching 203-879-8183
Director of Student Services 203-879-8178
Supervisor of Special Education 203-879-8178

154 Center Street
Mr. Anthony Gasper
Mr. Frank Purcaro
Mr. Kevin Hollis
Rosa Ramalhete

Business Office

Business Manager 203-879-8180
Mr. Todd Bendtsen

1488 Woodtick Road

Building, Grounds and Maintenance

Supervisor: 203-879-8150
Mr. David Stankus

Wolcott High School

Principal: 203-879-8164
Mr. Walter Drewry
Assistant Principal: Mr. Joseph Morgan
Assistant Principal: Mr. Bryan MacKay

457 Bound Line Road

Tyrrell Middle School

Principal: **203-879-8151**
Mr. Joseph Norcross
Assistant Principal: Mr. Daniel Caetano

500 Todd Road

Alcott Elementary School

Principal: 203-879-8160
Mr. Shawn Simpson

1490 Woodtick Road

Frisbie Elementary School

Principal 203-879-8146
Mrs. Kimberly Murtaugh

24 Todd Road

Wakelee Elementary School

Principal 203-879-8155
Mrs. Deborah Osvald

12 Hempel Road

Wolcott School Lunch

Food Service Director 203-879-8145
Mrs. Eileen Girgenti

1490 Woodtick Road

All Star Transportation Bus

Location Manager, Wolcott 203-879-1334
Ms. Brenda Johnson

DISTRICT COMPLIANCE OFFICERS

A)	Title VI (race, color, national origin)	Frank Purcaro, Director Student Learning/Teaching	203-879-8183
B)	Title IX (sex equity)	Mr. Shawn Simpson, Principal	203-879-8160
C)	Age Discrimination	Frank Purcaro, Director Student Learning/Teaching	203-879-8183
D)	Section 504 (handicap)	Mr. Walter Drewry, Principal	203-879-8164
E)	Americans with Disabilities (ADA)	Mr. Kevin Hollis, Director Student Services	203-879-8178

DISTRICT MISSION STATEMENT

The mission of Wolcott Public Schools is to promote the academic, social, and emotional development of all students to become contributing members of the global community.

DISTRICT TELEPHONE DIRECTORY

- Superintendent (203)879-8183
- Director Curriculum/Instruction (203)879-8183
- Director of Athletics (203)879-8173
- Director of Buildings/Grounds. (203)879-8150
- Director of Business (203)879-8180
- Director of Student Services ... (203)879-8178
- Director of Technology (203)879-8055
- All Star Transportation (203)879-1334
- Wolcott High School (203)879-8164
- Tyrrell Middle School (203)879-8151**
- Alcott Elementary School (203)879-8160
- Frisbie Elementary School (203)879-8146
- Wakelee Elementary School ... (203)879-8154

TYRRELL MIDDLE SCHOOL

The education of each Tyrrell Middle School student is the shared responsibility of students, parents, family, administrators, faculty, and staff. Students differ in their interests and abilities and therefore the school offers a comprehensive program consisting of a variety of learning experiences. The school seeks to improve the intellectual, emotional, social, and physical capabilities of all students. The school also promotes character development and encourages a spirit of respect for self, others, and property.

VISITING TYRRELL MIDDLE SCHOOL

Tyrrell Middle School welcomes members of the community and other interested persons to visit. Arrangements for classroom visits should be made with an administrator and classroom teacher in advance of the visit. Visits must not interfere with the educational process nor breach confidentiality issues. All visitors must register in the Main Office, wear a visitor badge, and communicate any questions regarding the visit to an administrator within the building (1250).

TELEPHONE EXTENSION DIRECTORY

- Main Officeext. 0
- Attendance ext. 1
- Personnel Directoryext. 7
- Principalext. 605
- Assistant Principalext. 604
- Health Servicesext. 666
- Custodial Servicesext.420
- Food Servicesext.409
- Psychologistext. 611
- Counselor Gr. 6 ext. 612
- Counselor Gr.8.....ext.613
- Counselor Gr. 7.....ext. 614
- Media Specialistext. 622
- Technology Specialistext. 623

A complete list of Tyrrell Middle School faculty and staff, their telephone extensions, and email addresses accompanies this student handbook.

MOTTO

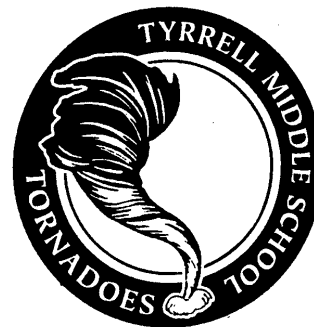
"A Legacy of Learning and Love"

COLORS

Navy & Gray

LOGO

Tornado



TEAMS:

There are two teams at each grade level.

- Grade 6: **Diamond** **Platinum**
- Grade 7: **Granite** **Marble**
- Grade 8: **Onyx** **Pearl**

REGULAR SCHEDULE

AM Homeroom	8:00-8:05 AM
Period 1	8:06-8:52 AM
Period 2	8:53-9:39 AM
Period 3	9:40-10:26 AM
Period 4	10:27-11:14 AM
Period 5	11:15-12:01 AM
Period 6	12:03-12:49 PM
Period 7	12:51-1:37 PM
Period 8	1:38-2:24 PM
PM Homeroom	2:25-2:30 PM

2-HOUR DELAYED OPENING

AM Homeroom	10:00-10:06 AM
Period 1	10:07-10:38 AM
Period 2	10:39-11:10 AM
Period 3	11:11-11:42 AM
Period 4	11:43-12:14 AM
Period 5	12:15-12:46 PM
Period 6	12:48-1:19 PM
Period 7	1:21-1:52 PM
Period 8	1:53-2:24 PM
PM Homeroom	2:25-2:30 PM

EARLY DISMISSAL

AM Homeroom	8:00-8:05 AM
Period 1	8:06-8:38 AM
Period 2	8:39-9:11 AM
Period 3	9:12-9:44 AM
Period 4	9:45-10:17 AM
Period 5	10:18-10:50 AM
Period 6	10:51-11:23 AM
Period 7	11:24-11:56 AM
Period 8	11:57-12:29 PM
PM Homeroom	12:30-12:45 PM

WEDNESDAY/FRIDAY READ

AM Homeroom	8:00-8:05 AM
Read	8:06-8:38 AM
Period 1	8:39-9:21 AM
Period 2	9:22-10:06 AM
Period 3	10:07-10:49 AM
Period 4	10:50-11:32 AM
Period 5	11:33-12:15 AM
Period 6	12:16-12:58 PM
Period 7	12:59-1:41 PM
Period 8	1:42-2:24 PM
PM Homeroom	2:25-2:30 PM

WOLCOTT PUBLIC SCHOOLS CALENDAR 2017-2018

July					August (6/4)					September (20/20)					Date/Event or Holiday		
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F			
3	4	5	6	7		1	2	3	4					1	August 24, 2017	Convocation	
10	11	12	13	14	7	8	9	10	11	4	5	6	7	8	August 25, 2017	PD Day	
17	18	19	20	21	14	15	16	17	18	11	12	13	14	15	August 28, 2017	First Day for Students	
24	25	26	27	28	21	22	23	24	25	18	19	20	21	22	September 4, 2017	Labor Day	
31					28	29	30	31		25	26	27	28	29	October 9, 2017	Columbus Day	
October (21/21)					November (18/18)					December (16/16)							
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F			
2	3	4	5	6			1	2	3					1	November 7, 2017	Election Day	
9	10	11	12	13	6	7	8	9	10	4	5	6	7	8	November 10, 2017	Veterans Day	
16	17	18	19	20	13	14	15	16	17	11	12	13	14	15	November 23-24, 2017	Thanksgiving	
23	24	25	26	27	20	21	22	23	24	18	19	20	21	22	December 25-Jan 1, 2018	Holiday Recess	
30	31				27	28	29	30		25	26	27	28	29	January 15, 2018	Martin Luther King Day	
January (21/21)					February (18/18)					March (21/21)							
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F			
1	2	3	4	5				1	2				1	2	February 19-20, 2018	February Recess	
8	9	10	11	12	5	6	7	8	9	5	6	7	8	9	March 30, 2018	Good Friday	
15	16	17	18	19	12	13	14	15	16	12	13	14	15	16	April 16-20, 2018	April Recess	
22	23	24	25	26	19	20	21	22	23	19	20	21	22	23	May 28, 2018	Memorial Day	
29	30	31			26	27	28			26	27	28	29	30	June 11, 2018	Last Day	
April (16/16)					May (22/22)					June (7/7)							
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F			
2	3	4	5	6		1	2	3	4					1	# of Student and Staff Days		
9	10	11	12	13	7	8	9	10	11	4	5	6	7	8		Staff	Student
16	17	18	19	20	14	15	16	17	18	11	12	13	14	15	August	6	4
23	24	25	26	27	21	22	23	24	25	18	19	20	21	22	September	20	20
30					28	29	30	31		25	26	27	28	29	October	21	21
															November	18	18
															December	16	16
															January	21	21
															February	18	18
															March	21	21
															April	16	16
															May	22	22
															June	7	7
															Total Days	186	184

We can accommodate up to 9 snow days by using the remaining currently unscheduled days in June. If additional days are needed they will be made up during the April vacation beginning with the 20th and moving backward through the week.

ACADEMICS

CONFIDENTIALITY STATEMENT

·FERPA – Federal Law also known as Buckley Amendment

Protects the privacy of a student's educational records and provides guidelines for the correction of inaccurate and misleading data through informal and formal hearings. A cumulative record is maintained for each student from the time the student enters the district until the student withdraws or graduates. This record moves with the student from school to school. With few exceptions, an institution that receives funds under an applicable program of the U.S. Department of Education, may not disclose information about a student without a student's written consent.

Certain information about district students is considered directory information and will be released to anyone who follows procedures for requesting it, unless the parent objects to the release of any or all directory information about the child. This objection must be made in writing to the principal within ten school days after the issuance of this handbook. Directory information includes a student's name, address, telephone number, date and place of birth, major field of study, grade levels, photograph, e-mail address, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, awards received in school, and most recent previous school attended.

Parents and eligible students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the Requirements of FERPA.

Complaints may be addressed to: Family Policy Compliance Office, U.S. Department of Education, 5400 Maryland Avenue, S.W., Washington, DC 20202-4605.

For more information on this regulation see Buckley Amendment on line or see (34CFR s 99.31) of state regulations or section 4155 of the ESEA Act of 1965.

The District's FERPA Privacy Officer is Mr. Kevin Hollis.

EDUCATIONAL OPPORTUNITY

Wolcott Public Schools supports equal educational opportunity for all students. It is the policy that no person shall be excluded from participation in, denied the benefits of, or otherwise discriminated against

under any program because of his or her race, color, religion, sex, age, national origin, ancestry, marital status, sexual orientation, and mental retardation, past/present history of mental disorder, learning disability, or physical disability. The following are the district's compliance officers: Title VI (race, color, national origin) and Age Discrimination – Director Student Learning/Teaching, Mr. Frank Purcaro 879-8183; Title IX (sex equity) Alcott Elementary School Principal Mr. Shawn Simpson 879-8160; Section 504 (handicap) –Wolcott High School Principal Mr. Walter Drewry 879-8164, and Director of Student Services Mr. Kevin Hollis 879-8178. The Equal Education Opportunity grievance Form 0521 is available in the main office. It must be completed and returned to the appropriate grievance coordinator within 40 calendar days of the alleged complaint.

GRADING

Numerical grades will be used for students. Report cards will be issued four (4) times per school year. Interim reports will be issued four (4) times per school year. Report cards and interim reports must be returned signed by a parent. A grade of 65 or better is considered passing for all courses (6146.1 a).

UNIFORM GRADING POLICY

The formula to be used for grading students' performance in the area of knowledge acquisition will be based evenly for every subject as defined below:

20% Classwork/Homework: Student will be 1) actively engaged in class; 2) communicate learning in class; and 3) participates in groups; and 3) completes all assigned homework with accuracy. 80% Content Knowledge: Student will meet 1) expectations of curriculum through standards based assessments; 2) expectations of curriculum through summative assessments, and through expectations of curriculum through standardized tests core tests. This category will be assessed through tests, quizzes, projects, and any other form of objective benchmark assessments.

HOMEWORK

The responsibility of the school district to educate the student is carried out by the teachers through effective classroom instruction and the careful delegation of independent study. It is important for the student to be taught the concepts related to the subject area and how to study in school before he/she is given work to do at home. There is, therefore, a steady increase in the amount of homework expected of students from the elementary grades through high school. Worthwhile homework benefits students. Homework should be an

extension of the class lesson, be clearly understood by students, be well-planned and meaningful, and be evaluated, corrected, and counted for class credit.

Basically, there are three types of homework:

1. **Practice of Skills – Practice** provides students with the opportunity to reinforce and master specific skills presented in class and to review content.
2. **Preparation for Future Classes – Prepares** students for the next class meeting, and may include, but not limited to, reading, studying for upcoming assessments, and drafting of assignments, library research, or other information-gathering activities.
3. **Extension of Classwork** - Extension focuses on individual application, project based learning, research, and study; takes students beyond work covered in class.

Guidelines for time required for homework at each level (elementary, middle, high school) will take into consideration the needs of the students. Homework is intended to develop in students the self-discipline necessary for future success. Teachers shall assign homework according to administrative regulations.

Homework/Make-Up Work

Homework is an important part of a student's school experience from elementary school through high school. The program of homework is geared closely to the developing maturity of children throughout the grades and their increasing ability to profit from independent study. It is, therefore, important for the student to be taught the concepts related to the subject area and how to study in school before he is given work to do at home. There is a steady increase in the amount of homework expected of students from the elementary grades through high school.

The educational value of homework assignments depends, to a large extent, on the independent study skills that the youngster has acquired. Beyond the control of the school, but still very important, are the conditions provided in the home whereby the student is encouraged to work independently and to do the best possible job with the assignment at hand. A quiet, secluded spot and an encouraging attitude on the part of the parent/guardian will be major factors in the effectiveness with which a student undertakes the task of homework assignments.

Homework Guidelines – Since “homework” is one source of misunderstanding which sometimes arises among parents/guardians, teachers, and other school personnel, it is suggested that these guidelines be followed:

1. Teachers should make certain that each child fully understands the assignment and that the assignment not be vague. It is preferable to begin homework assignments in class, when possible.

2. Teachers should not use homework as a disciplinary measure.
3. All homework assignments and other student work will be checked and/or corrected and returned to students.
4. Homework should be carefully planned assignments, designed with the intention to motivate students.
5. Homework should help the child to form efficient study habits.
6. Children should understand the process and be able to complete the assignment.
7. Assignments should be within the student's capabilities. There should be only a small amount of drill-type homework for the entire class.

The Wolcott Public Schools recognizes that students have varying levels of ability. The range listed below is the amount of homework time an average on-task student should have to complete the assignment:

Grades K, 1, 2 :	10 to 30 minutes per day
Grades 3, 4, 5:	30 to 50 minutes per day
Grades 6,7,8:	50 to 80 minutes per day
Grades 9,10,11,12:	100 to 140 minutes per day

These above times do not include the 20 minutes of reading each day for students in the Elementary Schools in grades Kindergarten through 5th. The 20 minutes of reading each day is expected above the homework time.

Frequency: At the elementary level (Grades K-5), homework will be given 2-5 times a week; at the middle and high school level (Grades 6-12), each teacher of academic subjects will give homework 3-5 times a week.

1. Guidelines for teachers

- a. To explain the purpose of any given assignment.
- b. To give clear directions on the method and means of accomplishing the assignment and to vary the types of homework assignments.
- c. To ensure availability of all necessary resources to carry out the assignment.
- d. To acknowledge receipt of homework and to evaluate it.
- e. To explain the method of evaluation of the homework assignment and its potential impact on grade; e.g., quiz, tests, exams, oral recitations, written exercise, lab performance.
- f. To explain that written homework will be evaluated on the basis of content, structure and appearance.
- g. To suggest a reasonable time allotment on a daily assignment.
- h. To give assignments as far in advance as practical.

- i. To ensure that deadlines and penalties are understood and followed.
- j. To encourage integrity and academic honesty in all homework assignments.
- k. To communicate with parents/guardians of students who consistently fail to complete homework assignments.

2. Guidelines for students

- a. To attend school and class regularly and punctually.
- b. To consult with the teacher about work to be completed after an absence.
- c. To understand the purpose and requirements of the assignment.
- d. To understand the directions.
- e. To understand the means of evaluation.
- f. To understand that content, structure and appearance of all written homework assignments are important elements in the grading process.
- g. To understand the suggested time allotment.
- h. To budget time realistically.
- i. To assume responsibility for obtaining the proper resources and materials.
- j. To demonstrate integrity and not to give or receive so much help that the value of the homework will be destroyed.
- k. To meet the deadlines and understand the penalties.

3. Guidelines for parents/guardians

- a. To understand the policy of the Board of Education concerning homework.
- b. To encourage regular attendance and punctuality in school and class.
- c. To be sure that students and/or parents/guardians themselves pick up assignments missed when a student is absent for an extended period of time.
- d. To provide the student with a time and place to carry out his/her assignment.
- e. To contact the teacher or counselor in the event of questions or concerns.
- f. To be supportive of the homework policy and guidelines as they are an integral part of the student's learning process.
- g. To encourage integrity and never give so much help that the value of the homework is destroyed.
- h. To understand that content, structure and appearance of all written homework assignments are important elements in the grading process.

4. Guidelines for administrators

- a. To publish the homework policy.
- b. To encourage the individual teachers and/or academic departments to establish realistic homework guides for their classes and/or subject area.

- c. To develop and encourage academic honesty.
- d. To encourage parents/guardians to take an interest in their children's homework through parents' meetings and newsletters.
- e. To ensure that teachers follow the homework policy and guidelines.

Homework during a student's school experiences include many types of learning activities. Two types are essential to an adequate program:

1. **Short-Term assignments** are to be completed by the next class period. They are intended to reinforce academic learning which have been presented in class. They frequently involve specified reading or drill and practice exercises. Specified reading includes preparation of reports. Topics of mastery and practice exercises provide practical application of this material.
2. **Long-Term assignments** are spread over a number of days or weeks. This type is outlined and explained in school to be completed outside of class hours. Long-term assignments include such school activities as, but not limited to: social studies research, science projects, creative writing and extended reading.

Make-Up Work

Make-up work for excused absences is the responsibility of the student. Arrangements must begin upon return to school. The administration may extend the deadline in exceptional cases.

In the case of unexcused absences, make-up work is not permitted for credit. The student, however, should make up such assignments to help him/her with later school assignments.

HONOR ROLL

To qualify for the Honor Roll, a student must maintain an overall grade point average of 85 or better and must not earn a grade lower than 80 in any course. Highest Honors is 100-95; Honors is 94-90, and Second Honors is 89-85. Full year courses that meet every day will be included in the Honor Roll calculation. In order to be eligible for honor roll consideration however, students must maintain the minimum grade of 80 in all courses that do not meet every day all year, as well.

PROMOTION

A student may fail no more than one (1) major subject (English language arts, mathematics, science, social studies, world language) per academic year. Furthermore, a student may fail no more than one (1) enrichment subject (art, band, chorus, family & consumer science, music, physical education, technology education, etc.). An 8th-grade student must pass English language arts and mathematics to

be promoted to high school (5123a). The final decision for promotion will rest with the principal who will make his/her decision (5123).

RESTORATION OF CREDIT

A student may attend summer school following academic failure if the following conditions are satisfied:

1. A passing grade in at least two (2) marking periods.
2. A final average of at least 50.
3. Completion of the course.
4. Permission of the teacher or administrator.

The student must obtain a grade of at least a “B” during the summer school session in order for credit to be restored.

WORK GUIDELINES

Regardless of the grade, team, or class, the following communication guidelines will apply to assignments completed. Class work and homework written assignments must include a full heading (the student’s first and last name, teacher’s name, class, period, assignment due date, and title) in the upper, left-hand corner of the page; be completed in blue or black ink; be completed on white, lined, loose-leaf, smooth-edged paper if handwritten and in standard point, font, and type style, double spaced, on white smooth-edged paper, with one-inch margins on all sides if word processed; be completed after the student has carefully read the directions; be original; be reflective of the assignment’s purpose; include a topic sentence; be carefully proofread and spell checked, and reflect the student’s best effort.

ACTIVITIES/CLUBS

ACTIVITIES

Students are offered several clubs and organizations they can join and activities in which they can participate before and after school. These change annually and are announced in the fall of each school year. Students are encouraged to get involved.

ACTIVITY RESTRICTION

Participation in co-curricular and extracurricular activities is a privilege and not an entitlement. Any student that receives six detentions, two suspensions, or a combination of three detentions and one suspension, and/or are in violation of academic or attendance policies will be excluded from all co-curricular and extracurricular activities. Any student on activity restriction can have one detention forgiven and have after school activities reinstated provided they have thirty (30) consecutive school

days without any disciplinary infractions. The opportunity for reinstatement is limited to one thirty (30) day period per year. If the student receives an infraction after reinstatement he/she will not be afforded another opportunity for reinstatement that academic year. Students on activity restriction will not be reinstated for overnight school functions. The Administration reserves the right to restrict students from attending field trips. This means a student may not participate in any school-sponsored or school-related activities outside of his/her regularly scheduled classes. **(The only exception to this policy is Homework Club)**

EXTRA CURRICULAR, ATHLETICS And CLUB RESTRICTIONS

Academic Eligibility:

Any student that earns a grade lower than a 70 in one core academic subject or two unified arts subjects will be deemed academically ineligible until the next mid-term progress report or quarterly report card indicates the grade point average of 70 or above has been attained. Students will not be able to return in the middle of athletic season. **(The only exception to this policy is Homework Club)**

Attendance Violation:

Any student that is in violation of the Board approved attendance policy; more than fifteen days of absence, will be ineligible to participate in enrichment activities. **(The only exception to this policy is Homework Club)**

CHESS CLUB

This club is open to all students that express an interest in the game of chess. The club will meet one time per week to practice skills. A tournament will be the clubs culminating activity.

CONSTRUCTION/ENGINEERING CLUB

This club will meet one time per week. It is open to all students that express an interest in construction related activities.

MEDIA PRODUCTION CLUB

The Media Production Club provides hands-on training both in front of and behind the camera. Students learn how to properly handle video cameras, tripods, microphones, and other related equipment. Members will participate in the filming of a variety of school events including sports, plays, talent shows, graduations, and so much more. Much of what the club records is shown on the local cable channel. Club members will have opportunities throughout the school year to conduct

interviews and report about all the great things happening at Tyrrell Middle School.

HOMEWORK ASSISTANCE

An after-school tutorial/homework program that will operate Monday through Thursday for approximately one hour after school. This program will be staffed by a certified teacher each day. This program will serve only students that voluntarily stay for assistance.

NATIONAL JUNIOR HONOR SOCIETY

The Tyrrell Middle School Sharon Christa Mc McAuliffe Chapter of the National Junior Honor Society, into which a student must be inducted at the conclusion of seventh grade, is for a student who reflects excellence in scholarship, character, leadership, citizenship, and service. The inductees must have already exhibited these accomplishments in both sixth and seventh grade and agree to continue in eighth grade. The NJHS National Council governs the rules of the local chapter. The school administration approves all activities and decisions of the local chapter and receives all appeals in cases of non-selection of candidates, disciplining of students, and dismissing of students. The administration also appoints a five-voting member and a sixth non-voting member Faculty Council, which oversees all of the details of the local chapter, including selection for membership.

To be considered for membership, the student must be in attendance at TMS at least one semester; be entering his or her eighth-grade year; have earned a cumulative grade point average of at least 90 in both sixth and seventh grade; have earned no more than 3 infractions and 0 suspensions in either sixth grade or seventh grade; have demonstrated excellence in service, leadership, citizenship, and character in both sixth grade and seventh grade, and agree to maintain a cumulative grade point average of at least 90 in eighth grade; not receive any infractions nor suspensions in eighth grade; continue to demonstrate excellence in service, leadership, citizenship, and character in eighth grade; regularly participate in chapter service projects in eighth grade, and choose, have approved, and participate in a significant service project in eighth grade that reflects the student's particular talents and interests.

STUDENT COUNCIL

Students are elected from homerooms to serve as Student Council representatives. Community service is viewed as an integral part of the middle school program. Student Council often sponsors projects and

fund-raisers to foster the spirit of giving and community involvement.

WRITING CLUB

This is a club that aims to enhance student writing skills. An advisor will meet with students one afternoon per week to provide support and instruction to aspiring writers.

ATTENDANCE

ATTENDANCE

Connecticut law requires public schools to provide at least 180 days for students. During the **2017-2018** year, Wolcott Public Schools policy provides 184 days for students. Connecticut law requires parents to cause their children to attend school regularly during the terms the public school is in session (5113a).

ABSENCES

Regular attendance is expected from all students. A student who is absent from school may not participate in any school-sponsored activities that day or night. A student exceeding fifteen (15) days of absences will be considered for retention (5113a). The total of excused and unexcused absences is to be used in applying the Board of Education Attendance Policy.

Absence verification must be provided for absences 1 through 9. This must be in the form of a parent note within 10 days of the absence. Parents should, however, also call the attendance line at (203)879-8151, ext. 1, if their child will not be attending school. For absences ten (10) and above an appropriately licensed medical professional must verify all student illness absences, regardless of the absence length. Any absence not verified will be considered as an instance of an unexcused absence. The total of excused and unexcused absences shall not exceed fifteen (15) classes or days per school year. Only absences due to Board of Education approved school activities, homebound instruction policy, death in the family, or court appearances will be considered as exceptions to this rule. Under no circumstances will truancy or cutting of classes be sanctioned. If assigned make-up work is not turned in, after it is assigned for an excused absence, a grade of zero shall be assigned the expected time. The expected time is one day absent one day to do make-up. If a student is out two days, they get two days to turn in make-up work. Make-up work for truancy or class cutting is due within one day of its assignment. Any child enrolled in school shall attend

school regularly and punctually. Any student, who is frequently tardy to school, shall be warned and reported to the parent/guardian. Penalties for tardiness shall be imposed via discipline referrals and grade reduction for frequent offenders. Exceptions to this policy shall include certain out-of-school activities approved by the school administration and Board of Education and prolonged absences which fall under the stipulations of homebound instruction policy. Official notice of such approved out-of-school activities shall be appropriately communicated to parents/guardians. In order to receive academic credit for a course or grade advancement, a student shall have earned a passing grade and shall be absent from class no more than fifteen (15) days from a full-year course or seven (7) days from a semester course. Absences will be prorated for courses meeting other than five periods per week. Absence from class for more than the required number of days will result in loss of credit for that class.

Students who exceed the allowable number of absences per this policy and who are passing the course may complete a full session of summer school in the particular subject area, at the students own expense if he/she wishes to attain credit and the course is available in the summer. The number of unexcused absences may not be greater than the number of summer school days. Students must complete the full session and pass the summer course in order to attain credit.

CANCELLATIONS/DELAYS

If school is closed or delayed due to inclement weather or an emergency, students and parents should tune to their local television or radio stations. Do not telephone Wolcott Public Schools' Central Office, Tyrrell Middle School, All Star Transportation or any municipal agencies, as the influx of calls delays other important operations. In the event of a closing, the schedule will resume with the day missed. If a test, quiz, or homework assignment is planned for a day in which there is no school, a student should anticipate taking the test or quiz or submitting the homework assignment on the day she returns to school.

MISSED WORK DUE TO ABSENCES

Attendance in school will be taken into account when grading a student. Therefore, it is necessary for the student to makeup missed work for an excusable absence. Makeup work for an "excused" absence must be submitted within one (1) school day for each day of absence, or a grade of zero (0) will be assigned. Makeup work for a class cutting or truancy is due within one (1) school day for 50 percent

earned credit, or a grade of zero (0) will be assigned (5113c).

RELEASE TIME

A student will only be permitted to leave if written permission has been granted by the student's parent and by the principal or his/her designee. A student will only be permitted to leave in the care of a parent or known authorized person who enters the building (5113.12).

TARDINESS TO CLASS

A student is tardy to class after the start of the period, but before the halfway mark. A student habitually tardy to class will be subject to disciplinary action. The 1st, 2nd, and 3rd tardy will result in a warning, and the 4th tardy and everyone thereafter will result in a one-hour after-school detention served with the classroom teacher. In addition, with the tardy and everyone thereafter, one (1) point will be deducted from the student's marking period average and every three (3) tardies equals a class absence. After the 1st tardy, the classroom teacher will notify a student's parent about every tardy (5113.11).

TARDINESS TO SCHOOL

A student is tardy to school after 8:00AM. A student tardy to school must sign in at the Main Office and receive a pass to homeroom. A student habitually tardy to school will be subject to disciplinary action. The 1st, 2nd, and 3rd tardy will result in a warning; the 4th, 5th, and 6th tardy will result in an administrative after-school detention, and the 7th tardy and everyone thereafter will result in in-school suspension. The school will notify parents (5113.11).

TRUANCY

The school will consider a student "truant" if s/he has four (4) or more unexcused absences in one (1) month or ten (10) or more unexcused absences in one (1) school year. The school will file a written complaint with Superior Court if a student's parent/guardian fails to cooperate with the school in solving a truancy issue (5113.2a).

CAFETERIA

CAFETERIA

All rules and consequences outlined apply to the cafeteria. Students are expected to assist in maintaining a pleasant, clean, safe, and orderly cafeteria.

Students must walk, get in line in single-file and not cut other students, eat food with manners, not throw food, not sell food to other students, dispose of their own trash, recyclable, and trays, clean the tops and undersides of their tables, remain seated after getting food, and remain in the cafeteria until dismissed.

If a student refuses to follow the cafeteria procedures, the student may be removed from the cafeteria for a period of time. It then would be the obligation of the student to bring a lunch from home.

BEVERAGE, FOOD, & GUM

Beverages and food are to be consumed only in the cafeteria or Family and Consumer Science classroom. Gum should not be consumed anywhere in the school building.

LUNCH

Each student will be assigned to a lunch period in the cafeteria. Hot and cold meals are served or meals may be brought from home. Menus and prices are distributed each month. Free and reduced lunch information will be available. There are three ways to pay for lunch:

1. Prepay with Credit Card or e-check at www.mealpayplus.com or by calling 866-883-6035
2. Prepay – Deposit money into your children’s meal account to purchase lunch, breakfast and snacks.
3. Daily Payments – Students may pay for meals daily as they go through the serving line. Students must have money in their account or pay with cash to purchase meals and snacks.

CODE OF CONDUCT

CODE OF CONDUCT

It is the goal of the Wolcott Board of Education and Tyrrell Middle School to ensure the safety and welfare of all students in attendance and to maintain an atmosphere conducive to learning. In keeping with this goal, students are expected to comply with Board policy and school rules and regulations.

The rules and regulations will apply equally for every student and refer to conduct in the school building,

on school grounds, on the school bus, at the bus stop, and at any school-related/school-sponsored activity away from school facilities that endangers persons or property, is seriously disruptive to the educational process, or violates a publicized policy. All students are expected to respect themselves, others, and the school property.

The administrators, faculty, and staff use several behavior modification strategies that include warnings, written assignments, detentions, suspensions, and expulsions. Consequences are typically progressive. The issuer of a consequence will notify, either verbally or in writing, the student’s parent. Administrators reserve the right to modify at any time the consequences in the Code of Conduct should it be deemed necessary.

ALCOHOL/DRUGS

No student shall use, possess, be under the influence of, dispense, sell, or aid in the procurement of alcohol, a controlled substance/ drugs, inhalants, over the counter medications, or drug paraphernalia. Possession includes on one’s person, in one’s cubby, or in one’s book bag, backpack, or purse. An employee may seize alcohol, a controlled substance/drugs, or drug paraphernalia. The seized item must immediately be turned over to an administrator with the name of the persons involved, witnesses, location, and circumstances of the seizure. If a student or employee knows or has reason to suspect a student is in possession of alcohol, a controlled substance/drugs, or drug paraphernalia, and the item has not been seized, the student or employee must immediately report it to an administrator. The using, possessing, being under the influence of, dispensing, selling, or aiding in the procurement of alcohol, a controlled substance/drugs, inhalants, over the counter medications, or drug paraphernalia will result in a 10-day home suspension, referral to police, referral to the superintendent of schools, and a recommendation for the student’s expulsion from Wolcott Public Schools.

ARSON

No student shall set fire to any part of the school building or school grounds. Setting fire to any part of the school building or school grounds will result in a 10-day home suspension, referral to police, referral to the superintendent of schools, and a recommendation for the student’s expulsion from Wolcott Public Schools.

ASSAULT

No student shall assault/physically attack/make contact with the intent to harm or cause bodily injury to a student or employee. Assaulting a student or

employee will result in a 10-day home suspension, referral to police, referral to the superintendent of schools, and a recommendation for the student's expulsion from Wolcott Public Schools.

BULLYING

Bullying of a student by another student is prohibited. Such behavior is defined as any overt acts by a student or groups of students directed against another student with the intent to ridicule, harass, humiliate or intimidate the other student while on school grounds, at a school sponsored activity, or on a school bus which acts are committed more than once against any student during the school year. Bullying which occurs outside of the school setting may be addressed by school officials if it has a direct and negative impact on a student's academic performance for safety in school. Such behavior may result in disciplinary action. Examples of bullying include, but are not limited to:

1. Physical violence and attacks
2. Verbal taunts name-calling and put-downs including ethically-based or gender-based put-downs
3. Threats and intimidation
4. Extortion or stealing of money and/or possessions
5. Exclusion from peer groups within schools.

Student and/or their parent may file a written report of conduct they consider bullying. Students may also make an informal complaint of conduct that they consider to be bullying by verbal report to a teacher or administrator, who will promptly forward the complaint to the administration for review and action. Students and parents are permitted to make anonymous reports of bullying. Parent written reports and student anonymous reports will be investigated by the school administration but no disciplinary action shall be taken solely on the basis of an anonymous report.

Districts pupil services personnel and administrators are responsible for taking a bullying report and investigating the complaint. Parents of students involved in a verified act of bullying will be invited to attend at least one meeting at school.

"Bullying behavior by any student in Wolcott Schools is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Bullying" means any overt acts by a student or a group of students directed against another student with the intent to ridicule, harass, humiliate or intimidate the other student while on school grounds, at a school-sponsored activity, or on a school bus, which acts are committed more than once against any student during the school year.

Bullying outside of the school setting may also be addressed if it has a direct and negative impact on a student's academic performance or safety in school. Students and/or parents may file verbal or written complaints concerning suspected bullying behavior, and students shall be permitted to anonymously report acts of bullying to teachers and school administrators. Any report of suspected bullying behavior will be promptly reviewed. If acts of bullying are verified, prompt disciplinary action may be taken against the perpetrator, consistent with his/her rights of due process. Board policy and regulation #5131.911 set forth this prohibition and the related procedures in detail, and are available to students and their parents/guardians upon request."

CYBER BULLYING

The District's computer network and the Internet, whether accessed on campus or off campus, during or after school hours, may not be used for the purpose of harassment. All forms of harassment over the Internet, commonly known as cyber bullying, are unacceptable, a violation of District policy and of the District's acceptable computer use policy and procedures.

Cyber bullying includes, but is not limited to, such misuses of technology as harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text message, digital pictures or images, or website postings, including blogs. It is also recognized that the author (poster or sender) of the inappropriate material may be disguised or logged on as someone else.

Students and community members who believe they have been the victims of such misuses of technology as described, should not erase the offending material from the system. A copy of the material should be printed and brought to the attention of the Principal or Director of Technology. All reports of cyber bullying will be investigated by the administration.

In situations in which the cyber bullying originated from a non-school computer, but brought to the attention of school officials, any disciplinary action shall be based upon whether the conduct is determined to be severely disruptive of the educational process so that it markedly interrupts or severely impedes the day-to-day operation of school. Also, such conduct must be violative of a publicized school policy. Such conduct includes, but is not limited to, threats, or making a threat off school grounds, to kill or hurt a teacher or student. Disciplinary action may include loss of computer

privileges, detention, suspension or expulsion. A communicated threat or a hate crime will be reported to the police.

CHEATING/ PLAGIARISM

No student shall cheat (i.e. giving or receiving answers on any assignment, or using crib notes) or plagiarize (copying work and presenting it as one's own). If a student is cheating the student will receive a zero on the assignment and disciplinary consequences. For the 1st offense if a student plagiarizes they will be given the opportunity to redo the assignment for 50% credit and they will receive a lunch detention. Any further instances of plagiarism will result in the student receiving a zero on the assignment and an after school detention.

CHRONIC DEFIANCE

No student shall chronically defy the rules established by the Wolcott Board of Education or Tyrrell Middle School. In addition to the consequence, a student who is chronically defiant of school rules will be referred to the Juvenile Matters Division of Superior Court.

COMPUTER USE- IMPROPER

No student shall abuse the use of computers, meaning engaging in any unauthorized activity on the computer that violates the Student User Agreement.

CUTTING CLASS

No student shall be in school and absent from a class without permission.

CUTTING DETENTION

No student shall refuse to satisfy the requirements for a detention.

DESTRUCTION OF PERSONAL PROPERTY

No student shall mar, break, or destroy another individual's personal property. Restitution will be required.

DETENTION

Detentions may be issued to students by administrators, faculty, and staff. Detentions range from thirty-minute in-school detentions to two-hour after-school detentions. After-school detentions will begin promptly at 2:35 PM. Students who receive one-hour detentions may take the late bus, while students who receive two-hour detentions must get a ride from his/her parent. Failure to serve a detention will result in a doubling of the detention time. The issuer of a detention will usually provide a school days' notice, verbally or in writing, to the student's parent.

DISCRIMINATION

No student shall discriminate, whether verbally or in writing, against another student or employee with respect to race, religion, age, marital status, national origin, gender, or physical disability. It is the policy of Wolcott Public Schools that no person shall be excluded from participation in, denied the benefits of, or otherwise discriminated against under any program because of his or her race, color, religion, sex, age, national origin, ancestry, marital status, sexual orientation, mental retardation, past/present history of mental disorder, learning disability, or physical disability. The Office for Civil Rights of the U.S. Dept. of Education located in Boston and serving New England has moved to a new building. The new address is: U.S. Department of Education, Office for Civil Rights, 33 Arch Street, Suite 900, Boston, MA 02110-1491. (617) 289-0111.

DRESS CODE

The dress code is adopted due to safety concerns and the need to preserve an environment conducive to learning. Therefore, specific items are prohibited because of their propensity for causing or contributing to injury or causing disturbances or distractions among students, thereby interfering with the classroom atmosphere and educational process.

The following attire is specifically prohibited from wear during the academic school day:

Tops: tank, fishnet, or halter tops; athletic style undershirts; undergarments as outer-garments; half shirts; tops that expose cleavage, the abdomen, back, chest, or underarm; see-through tops; bathing suits; coats, jackets, or attire normally worn as outerwear;

Bottoms: shorts or skirts that reveal the upper thigh; bathing suits; pajama bottoms; Spandex bottoms; undergarments as outer-garments; see-through bottoms, or bathing suits;

Footwear: sandals; flip-flops; slippery-soled shoes; excessively high heels; backless shoes; clogs; untied sneakers, or footwear that marks and/or damages floors;

Accessories: sunglasses; gloves; jewelry that poses a distraction or safety concern; head coverings of any kind, such as but not limited to scarves, bandanas, masks, kerchiefs, athletic headbands, hats, caps, or hoods; spikes or studded bracelets; oversized or multi-finger rings, belts, or chains;

General: attire that is sexually explicit, vulgar, lewd, indecent, or profane; attire that is frayed or torn; attire that depicts, advertises, or encourages the use of drugs, tobacco products, or alcoholic beverages; attire that relates to gang membership or gang activities; clothing, hair arrangements, or other personal adornments or embellishments that disrupt, distract, or interfere with regular school operations.

Any other clothing or attire which contain overly offensive or disruptive writing or pictures likely to unduly disrupt the educational environment, or which constitute “fighting words”.

If a student violates the dress code, the student will be issued a verbal warning and immediately be required to make the change necessary. If the problem remains uncorrected or is repeated, the student will face disciplinary action (5132c).

DRESS CODE VIOLATION

No student shall violate the dress code established by the Wolcott Board of Education.

ELECTRONIC/ LASER DEVICES

No student shall possess or use remotely activated paging devices (e.g. pagers, beepers), portable telephones, CD players, DVD players, tape players, or laser-emitting devices (e.g. pens, pointers). Devices will be confiscated.

EXPULSION

An expulsion will be recommended to the superintendent of schools by school administrators and issued by the Board of Education to a student who has committed a serious incident of misconduct. A formal hearing will be given to a student prior to an expulsion, which can extend for a period of 180 consecutive school days and into the next school year. A student who is expelled from school may not participate in any school-sponsored or school-related activities during the day(s) of expulsion. An expulsion is recorded in a student’s permanent school record and with the State.

FALSE ALARM

No student shall set off a fire alarm without probable cause. A first offense will result in an automatic suspension and referral to police.

FAILURE TO RETURN DOCUMENTS

No student shall fail to return school documents, such as, but not limited to, report cards, progress reports, reports of misconduct, and failed tests.

FELONY ARREST

No student shall exhibit conduct leading to a Class A felony arrest, even if off school grounds or outside of school activities, if that conduct is determined to pose a danger to the student himself/herself, other students, employees, or school property. Being arrested for a Class A felony will result in a 10-day home suspension, referral to police, referral to the superintendent of schools, and a recommendation for the student’s expulsion from Wolcott Public Schools.

FIGHTING

No students shall fight or engage in aggressive physical contact with each other. Fighting will result in the following consequences: police are called when a student is injured; 5 to 10 days out of school suspension. Referral to Superintendent for possible expulsion.

FORGERY

No student shall falsify passes, sign parental signatures, and alter school documents.

GAMBLING

No student shall play a game of skill or chance for money or anything of value.

GUM

No student shall chew gum. Work detail will be required during detention.

HAZING

No student shall engage in an activity that intentionally endangers the mental or physical health of a student for the purposes of initiation or admission into any organization. Hazing will result in a suspension and referral to police.

INCITING A DISTURBANCE

No student shall encourage other students to participate in unacceptable behavior either through verbal comments or actions that could lead to violence on school property.

INHALANTS

No student shall use, contrary to the directions for use, substances to include, but which are not limited to, whiteout, markers, glue, or paint.

INSUBORDINATION

No student shall be insubordinate, refuse to follow the direction of a school employee.

LEAVING WITHOUT PERMISSION

No student shall walk out of a class, the cafeteria, or the building without permission.

LOITERING

Loitering is not permitted in a school building or on school grounds under the control of the Board of Education A person is guilty of loitering when s/he remains in or about a school building or on school grounds without permission from school authorities. Any person found loitering on the school premises will be asked to leave by school authorities and referred to civil authorities if deemed necessary.

A student is guilty of loitering on school grounds when s/he loiters or remains in or about a school building or grounds without permission from school authorities. Any student found on the school premises will be subject to penalty determined by school authorities in conjunction with civil authorities if deemed necessary.

MATCHES/LIGHTERS

No student shall possess matches or lighters. Items will be confiscated.

PASS USE-IMPROPER

No student shall abuse a pass, meaning exceeding a reasonable time or failure to report to the designated location after receiving permission.

PHYSICAL EDUCATION DRESS

Students are required to wear appropriate physical education clothing and sneakers when participating in physical education classes. Showers and locker facilities are available to students.

PHYSICAL FORCE

Reasonable physical force may be used to the extent that a teacher or other persons entrusted with the care and supervision of a minor for school purposes believes it necessary to: protect himself/ herself or others from immediate physical injury; obtain possession of a dangerous instrument or controlled substance upon or within the control of the student; protect property from physical damage, or restrain a student or remove a student to maintain order (5144.2).

PORNOGRAPHY

No student shall access via computer or be in possession of pornographic materials.

PROFANITY

No student shall use verbal or nonverbal language or gestures that convey an offensive or obscene message toward another student or employee.

PSYCHOTROPIC DRUG USE

School personnel are prohibited from recommending the use of psychotropic drugs for any student enrolled within the school system. School nurses, nurse practitioners, district medical advisor, school psychologists, school social workers and school counselors, may recommend that a student be evaluated by an appropriate medical practitioner. Further, the District is prohibited from requiring a child to get a prescription before he/she may attend school, be evaluated to determine eligibility for special education or receive special education.

PUBLIC DISPLAYS OF AFFECTION

No student shall exhibit public displays of affection, such as but not limited to kissing and groping.

REMOVAL FROM CLASS

All teachers are authorized to remove a student from class when a student causes a serious disruption to the educational processes within the classroom. The teacher must send the student to a designated area and immediately inform a building administrator as to the name of the student and the reason for removal. No student shall be removed from class more than two (2) times in a week or six (6) times in a year (5114b).

ROUGHHOUSING

No student shall push, shove, trip, kick, or slap another student, even in a mutually teasing manner.

SEARCH & SEIZURE

Student's cubbies and lockers are the property of the school and may be subject to search. Likewise, students' personal effects may be subject to search without a warrant and without student consent. A search may take place if school authorities reasonably believe, from the start of the search, that a violation of school rules or state laws has taken place. The scope of the search must be reasonable and related to the search objectives (5145.12).

SEXUAL HARASSMENT

No student shall sexually harass another student or employee.

SKATEBOARDING

No student shall skateboard, rollerblade, roller skate, bicycle, nor sled ride due to liability issues

SMOKING/TOBACCO PRODUCTS

The Board of Education recognizes the deleterious health effects of smoking, both to the smoker and from second hand smoke. The Board also recognizes that adults should be providing positive role models for students. Therefore, in accordance with Connecticut Statute 19a-342, the Board of Education prohibits any student or adult from smoking on school property or at school-sponsored events at any time. Furthermore, use of tobacco products is prohibited on any school-related transportation or at any school-sponsored activity. Any person 16 or older can be subject to a fine if this policy is violated.

As used herein, "smoke" or "smoking" means the lighting or carrying of a lighted cigarette, cigar, pipe or similar device or use of chewing tobacco, or a nicotine delivery device, chemicals or devices that produce the same flavor or physical effect of

nicotine substances; and any other tobacco or nicotine innovations.

No student shall smoke or be in possession of tobacco products or facsimiles such as electronic cigarettes, vapor cigarettes, etc. Smoking or being in possession of tobacco products will result in a suspension.

STUDENT CONCERNS

Students have both the right and responsibility to express school related concerns and grievances. A student or group of students should follow the student grievance procedure and set up a meeting with an administrator (5145.6).

SUSPENSION

Suspensions may be issued by administrators to students. Suspensions may be at school or out of school. A suspension can extend for a period of 10 consecutive school days. Up to 10 suspensions and/or a total of 50 days can be issued to a student in a school year. A student who is suspended from school will receive an informal hearing prior to the suspension, unless the administrator determines an emergency exists. A student who is suspended will be provided the opportunity to complete any work, including examinations, which were missed due to the suspension. A student who is suspended from school may not participate in any school-sponsored or school-related activities during the day(s) of suspension. A suspension is recorded in a student's permanent school record and with the State.

TARDINESS TO SCHOOL/CLASS

No student shall be repeatedly tardy to class or school.

THEFT

No student shall steal any item owned by another student, employee, or school system. Restitution will be required.

THREATS

No student shall communicate, in any form, a terrorist threat or commit, in any form, a terrorist act directed at a student, school employee, Board of Education member, community member, or the school building or property. A terrorist threat shall mean a threat to commit violence communicated with the intent to terrorize another, to cause evacuation of a building, or to cause serious public inconvenience, in reckless disregard of the risk causing such terror or inconvenience. Threatening will result in a suspension.

THROWING ITEMS

No student shall throw objects, such as snowballs, ice balls, school supplies, and food.

TRUANCY

No student shall be illegally absent from school.

UNAUTHORIZED AREAS

No student shall be in areas such as, but not limited to, the elevator, employee lavatories, employee lounge, employee mailroom, custodial closets, auditorium, and locker rooms without permission.

VANDALISM

No student shall mar, break, or destroy school property. Restitution will be required.

WARNINGS

Verbal and written warnings may be issued to students by administrators, faculty, and staff.

WEAPONS/DANGEROUS INSTRUMENTS

In order to ensure the safety and welfare of all students and school personnel in school and at school sponsored activities, the Board of Education prohibits student possession and/or use of a weapon, a reasonable facsimile of a weapon, or other dangerous instruments in any school building, on school grounds, in any school vehicle, or at any school sponsored activity. Violation of this policy may be a violation of criminal law and may be reported to the local law enforcement agency. Students who violate this policy shall be subject to appropriate disciplinary action including but not limited to a recommendation for expulsion.

Weapons/dangerous instruments will be defined as any article or substance which is capable of causing death or serious bodily injury.

No student shall possess, use, manufacture, a firearm, weapon, dangerous instrument, explosive, or firework of any kind or facsimile of any of the aforementioned. Possession includes on one's person, in one's cubby, or in one's book bag, backpack, or purse. These aforementioned items include, but are not limited to a shotgun, sawed-off shotgun, machine gun, rifle, pistol, revolver, other weapon whether loaded or unloaded from which a shot may be discharged, switchblade knife, gravity knife, club, blackjack, metal knuckles, pocketknife, box cutter, dart, or Leatherman-like device, anything that has the potential to cause bodily harm, a health hazard, or cause physical damage.

An employee may seize a firearm, weapon, dangerous instrument, explosive, or firework of any

kind or facsimile of any of the aforementioned. The seized item must immediately be turned over to administration with the name of the persons involved, witnesses, location, and circumstances of the seizure. If a student or employee knows or has reason to suspect a student is in possession of a firearm, weapon, dangerous instrument, explosive, or firework of any kind or facsimile of any of the aforementioned, and the item has not been seized, the student or employee must immediately report it to administration. This offense will be cause for a 10-day home suspension, referral to police, referral to the superintendent of schools, and recommendation for the student's expulsion from Wolcott Public Schools. Policy # 5131.7.

WRITTEN ASSIGNMENTS

Written assignments may be issued to students by administrators, faculty, and staff.

HEALTHCARE

AIDS

A free and public education extends to children afflicted with Acquired Immune Deficiency Syndrome. A student afflicted with AIDS may attend school provided the student's physician, after consultation with the school physician, certified the student's condition is non-communicable (5141.24).

COMMUNICABLE DISEASES

When it can be medically established a student suffers from a serious infectious disease and there is significant risk of transmission of the disease to others due to the nature of the disease or personal characteristics of the student carrier, it may be appropriate to exclude the student from the regular classroom. If it is determined the interests of the student and school are better served when a student with a communicable or infection disease is excluded, procedural safeguards will establish such by extensive medical evidence (5141.22a).

HEALTH ASSESSMENTS

A health record for each student will be maintained in Health Services. For the purposes of confidentiality, records will be treated in the same manner as student cumulative records. Health assessments, required for students in sixth and seventh grade, must include a physical examination with hematocrit or hemoglobin tests, height, weight, and blood pressure; updating immunizations; tuberculin test, vision, hearing, postural, and gross dental screening, and any other information as the physician believes to be necessary and appropriate.

Before entering seventh grade, a student must show proof of having received two (2) doses of measles-containing vaccine or serologic evidence of infection with Hepatitis B, and before entering eighth grade, a student must show proof of having received three (3) doses of measles-containing vaccine or serologic evidence of infection with Hepatitis B. A student will not be allowed to begin or continue in school unless health assessments are performed as required (5141).

INSURANCE

School insurance is available. Brochures are distributed to students at the beginning the school year. While the program is not mandatory, it is suggested parents take advantage of the opportunity to provide adequate protection for their children while at school.

INTERSCHOLASTIC SPORTS

Any student participating in an interscholastic sports program must have a health assessment within one (1) year prior to the first training session for the sport. After the initial examination, repeat examinations are required every year. Each participant in a sport program must complete a health questionnaire before participating in each sport (5141 e). Participation in all extra-curricular activities is contingent upon satisfactory academic achievement and teacher recommendation. No student on activity restriction will be permitted to participate in extra-curricular activities.

MEDICATION

School personnel in compliance with written requests from a student's personal physician or dentist, as well as from a parent, may administer medication to a student. Medication to be administered to a student be it prescribed from a doctor/dentist, aspirin, or aspirin substitutes, must have a written statement from the student's doctor and signed by both the doctor and parent. Medication forms are available in Health Services and will be sent home with the student on the first day of school. A parent must deliver all medications directly to the school nurse. A student is not to transport any medication to school and a student is not to possess prescribed or over the counter medications; a student in violation will face disciplinary action (5141.21).

SCREENINGS

Sixth-grade students will be screened by the school nurse or school nurse aide for vision impairments, eighth-grade students will be screened by the school nurse or school nurse aide for hearing impairments and sixth- through eighth-grade students will be screened by the school nurse or school nurse aide for scoliosis or other postural problems (5141).

RESIDENCY

HOMELESS STUDENTS

Homeless students, as defined by federal and state legislation, will have all programs, services, and transportation that other students enjoy and may continue to attend the school of origin. The local liaison for homeless children is Mr. Joseph Norcross, Frisbie School Principal.

MIGRANT STUDENTS

The district has a program to address the needs of migrant students. A full range of services will be provided to migrant students, including applicable Title I programs, special education, gifted education, vocational education, language programs, counseling programs and elective classes. Parents/guardians of migrant students will be involved in and regularly consulted about the development, implementation, operation and evaluation of the migrant program.

NONCUSTODIAL PARENTS

Unless informed otherwise, there are no restrictions regarding the non-custodial parent's right to be kept informed of the student's progress and activities. If restrictions are made relative to these rights, the custodial parent will be required to submit a certified copy of the court order, which curtails these specific rights, to the superintendent of schools. While both parents can visit the student at school, only the custodial parent has the right to remove the student from school property, unless a verified note from the custodial parent provides for an exception to this provision. The custodial parent is the parent with whom the student resides, unless a legal document indicates otherwise (5142.1 a).

RESIDENCY

All Wolcott resident students are entitled to free school privileges. Children living in Wolcott with persons other than parents or a legal guardian, who are nonresidents of Wolcott, are entitled to free school privileges only if three conditions are met:

2. Such residence must be permanent – this means seven days a week, 365 days per year.
3. Such residence is without pay – the person with whom the child lives cannot receive monetary or other forms of remuneration/compensation for accommodating a child.
4. Such residence cannot be for the exclusive purpose of schooling – there should be a sufficiently compelling reason for the children to reside with the Wolcott persons apart from school attendance.

Administrators are required to investigate, or have investigated by professional services, complaints about violations of the residency policy. Persons

who knowingly violate the residency policy may be subject to prosecution under law for theft of services. The Board of Education would seek to recover tuition due at the current rate per year, per student, in addition to the criminal charges. Any change in the residency status of a child at any time during the school year must be reported to school officials (5118).

STUDENT SERVICES

EARLY INTERVENTION TEAM

Students whose academic progress, behavior, or attendance is considered unsatisfactory are referred to an Early Intervention Team in addressing these issues. The team works cooperatively with the classroom teachers, student, and parent to develop and document strategies to assist the student within the regular education program. If the student's difficulties persist, a referral is made to the special education Planning and Placement Team or to the non-special education Section 504 Team. The Wolcott Board of Education fully complies with the regulations delineated in the American with Disabilities Act (ADA) and Section 504.

GUIDANCE

School counselors are available for all students at Tyrrell Middle School. Counselors meet with students individually and in small and large groups. Areas discussed in the developmental guidance program are self-respect, decision making, transition, academic success, divorce, death, anger management, bullying, friendships, cultural diversity, and career choices. To meet with a counselor, a student must fill out a request form available in homeroom; once received, the counselor will schedule an appointment during study or lunch. Parents may also contact counselors to make appointments. The counselors work closely with the administrators, faculty, staff, parents, community agencies, and private therapists to ease students through their middle school years. To contact a school counselor call 203-879-8151 ext. 612, 613 or 614.

HOME VISITS

The Board of Education, cognizant that good parent-school relationship and communication is vital to the educational development of each student, encourages home visits by school administrators, special services personnel, and nurses when deemed necessary. (6164.13).

RECORDS

Educational records will be kept on file for each student reflecting the physical, emotional, social, and academic aspects of student development. Connecticut law provides that parents/legal guardians of students are entitled to knowledge of and access to all of their children's cumulative records, unless otherwise ordered by the courts. Parents/legal guardians will be allowed, within forty-five (45) days – ten (10) days for special education files; three (3) days if files are to prepare for a special education meeting or due process hearing –from the date of a written request, to review the requested records relating to his/her child. The school administrator, counselor, or psychologist will be present during the review of the school record. The school record will not be allowed to leave the school building. Parents/legal guardians have the right to one copy of any information contained within the school record (5125).

REPORTING OF CHILD ABUSE

Connecticut law requires certain citizens to report suspected child abuse and neglect. These mandated reporters are people in professions or occupations that have contact with children or whose primary focus is children. Mandated reporters are required to report or cause a report to be made when, in the ordinary course of their employment or profession, they have reasonable cause to suspect or believe that a child under the age of 18 has been abused, neglected or is placed in imminent risk of serious harm. Mandated reporters are required to make a referral to the DCF Hotline as soon as practical but no later than 12 hours after the mandated reporter becomes aware of or suspects abuse/neglect or imminent risk of serious harm to a child or children.

Reporting of child abuse and neglect is a responsibility which is taken seriously. If there is any doubt about reporting suspected abuse or neglect a report will be made. The school will work with the parents and appropriate social agencies in all cases. Child abuse is defined as any physical injury inflicted by other than accidental means or injuries which are not in keeping with the explanation given for their cause. Improper treatment such as malnutrition, sexual molestation, deprivation of necessities, emotional abuse, cruel punishment or neglect are also considered child abuse.

SECTION 504

Section 504 of the Rehabilitation Act of 1973 is a Civil Rights statute that prohibits discrimination against students with disabilities in any program receiving federal financial assistance. This act

protects any student who has a physical or mental impairment that substantially limits one or more major life activities, such as walking, learning, breathing, seeing, hearing, etc. The parent of a student requiring Section 504 accommodations or for additional information about Section 504 accommodation, contact our school psychologist at 203-879-8151 ext. 611.

SECURITY MEASURES

- All visitors to any school must enter through the Main Entrance (nearest the office) only. The door will be locked at all times and protected by video surveillance cameras monitored by a district employee. A visitor will be asked for identification and the reason for entry into the building. Only when the district employee is satisfied with the person's identify and purpose at the building, will the employee allow the visitor into the building. There will be no exceptions.
- If a student is being picked up from school prior to the end of the day, the student should bring a note informing the school that he/she will be picked up early. The person picking the child up must be identified in the note. No one will be allowed into the building to pick up students or for any reason unless they have been identified in advance.
- All exterior doors to every school will be closed and locked at all times before, during, and after the school day. Faculty and Staff are instructed to enter the building through designated entryway areas only. Employees have been issued a key to enter each school. Once employees enter the building, make sure that the door closes securely behind you.
- Students must be supervised when they leave the school area (i.e. outside) during regular school hours. School activities, such as recess should continue, please be diligent.
- All adults in any building must wear a picture badge. District employees have an Identification (ID) Badge and visitors must wear a visitor's badge.
- There are additional internal security measures that we are instituting to ensure that our schools are safe and secure. Crisis training and practice drills will be done on an on-going and regular basis to allow us to be prepared for any emergency or crisis situation.

SEXUAL HARASSMENT

The Wolcott Public School system is committed to a positive and productive working and learning environment free of discrimination. The district prohibits sexual harassment and intimidation of its employees or students, regardless of gender. Sexual harassment is defined as unwelcomed sexual advances, request for favors, and other explicit or implicit verbal (comments, jokes, etc.), physical

(touch, gestures, etc.), or visual (pictures, posters, etc.) contact of a sexual nature. All students have a responsibility to maintain a positive learning environment by reporting all incidents of sexual harassment to the school nurse or guidance counselor. The person reporting the incident of sexual harassment must complete a “Sexual Harassment Report Form.”

Step 1: Conference with involved students and parent notification for all involved students.

Step 2: Conference with involved students, parent notification for all involved students via letter, and after-school detention for the offender.

Step 3: Conference with the students, parent notification for all involved students via conference, and one (1) day in-school suspension.

Step 4: Conference with the students, parent notification for all involved students via conference, and three (3) days out-of-school suspension.

Step 5: Conference with involved students, parent notification for all involved students via conference, five (5) days out-of-school-school suspension, and referral for expulsion (5145.5a).

SPECIAL EDUCATION

When a student has been referred by a parent or school personnel to a special education Planning and Placement Team (PPT), a meeting to discuss the referral to special education and consider/plan an evaluation takes place. A PPT collects data about students with special education needs, determine a child’s eligibility for special education services, prescribe programs for special education students, develop Individual Education Plans, monitor such programs, and evaluate progress. Special education programs are provided for identified students. The PPT meetings take place a minimum of one (1) time per year to review the diagnostic-evaluative data for each child who has been identified (6171 a).

SUICIDE PREVENTION

It is mandated that youth suicide prevention programs incorporate three essential and distinct components: educational, intervention, and evaluation. If a student knows of another student who is suicidal, immediately tell an adult, who in turn must immediately refer the student to a guidance counselor.

ALL OTHER TOPICS

ASSEMBLIES

Assemblies, which will be offered throughout the school year, provide an opportunity for students to learn formal audience behavior. Students shall be respectful and appreciative during all assemblies.

BACKPACKS/BOOK BAGS

Students are only to use backpacks or book bags when entering to and exiting from homeroom.

Students do not carry backpacks or book bags during the school day.

BOOK/EQUIPMENT/MATERIALS

Textbooks, library books, equipment, and materials are the property of the Wolcott Board of Education and are on loan to each student. Loaned materials and equipment are each student’s responsibility and must be monetarily replaced if not returned or if returned damaged.

COMPUTER LABS

All rules and consequences outlined apply to the computer labs. Students are expected to assist in maintaining a pleasant, clean, safe, and orderly computer lab. The computer labs are open to students who have a signed pass from a faculty/ staff member with whom they are doing an assignment that must be completed on the computer. Students must present their passes and sign in when they arrive. Before students use any computers within the school, whether it is as a class or independently, students and parents/guardians must sign the Student Technology User Agreement.

If a student refuses to follow the computer lab procedures, the student may be removed from the computer labs for a period of time. If a student has computer privileges revoked due to a violation of the Student User Agreement, that student’s computer usage may be revoked for a period of time. It then would be the obligation of the student to make arrangements to use a computer outside of the school district to complete assignments.

EXEMPTION FROM INSTRUCTION

The administration recognized that circumstances may arise in which exemption from class attendance is requested by a student or student’s parent. The policy is to grant reasonable parental requests for exemptions under the following: family life education, AIDS education, dissection of animals, medical reasons, and religious reasons. All requests from parents for an exemption from instruction must be made through and approved by the building principal (6144.1).

FIELD TRIPS

The Board of Education, cognizant of the inherent benefits to students participating in such a learning experience, endorses the principle of the well-planned educational field trip, and embraces such activity as an integral part of the school program. Each Tyrrell Middle School team will participate in

at least one field trip during a school year. All policies and regulations in effect in the school relative to behavior and decorum will also prevail on field trips (6153.1). Students must have satisfactory attendance, behavior and academic standing to be eligible for field trips. The Administration reserves the right to restrict students from attending field trips based on this criteria.

FREEDOM OF SPEECH/EXPRESSION

A student may exercise her/his constitutionally protected rights of free speech and assembly so long as such exercise does not interfere with the operations of the regular school program (5145.2).

FUND-RAISING

All fund-raisers must be approved by an administrator and Board of Education prior to being sold in school.

GIFTS

Tyrrell Middle School recognizes that parents and students often wish to express appreciation to staff for their work. However, the Board does not encourage the giving of gifts. Simple tokens such as a picture, poem or card from a student are entirely appropriate. Teachers do not expect gifts. Rather, they feel rewarded when students work up to their potential (1313).

LATE BUS

A late bus is offered to students who remain after school for the purpose of makeup work, extra help, extracurricular activities, interscholastic sports, and discipline responsibilities. All students must be in the company of a school employee after school hours. The two late busses provide transportation to students who stay for after-school activities. These two busses usually depart the school between 3:30 and 3:45 PM. If a student chooses to ride on the late bus, his/her drop off stop can be different from their daily stop. A list of the stops that the late busses make is posted on the Tyrrell web page. The streets that have (*) may have multiple stops. The number of stops a bus makes, if they are identified with a star, will be dependent on numerous factors such as, the number of children on the bus that day, distance between residences, traffic patterns, and weather conditions.

You as parents can make the decision as to whether you would like your child to utilize the late bus.

LIMITED ENGLISH PROFICIENT (LEP)

STUDENTS

Parents of Limited English Proficient (LEP) Students participating in a language instructional program will be notified within 30 days of their child's placement

in the program. The notification will include an explanation of why, a description of the program, and the parent's rights to remove their child from the LEP program. In addition, the notification will explain how the program will help the child to develop academically, learn English and achieve the standards necessary for promotion.

Students not meeting the English mastery standard or demonstrating limited progress will be provided with additional language support services which may include, but are not limited to, English as a Second Language program, sheltered English programs, English Immersion programs, summer school, after-school assistance, homework assistance and tutoring. Students after 30 months in a bilingual program will not be offered additional bilingual education.

LOST & FOUND

Lost and found items are located in the pupil services office and locker rooms. If a student has lost a valuable object, immediately report it to school personnel. Students are asked to write their names in their purses/wallets and scratch their names into calculators/electronic equipment. The school does everything it can to safeguard private property, but the school is not responsible for lost or stolen items. At the end of the year, lost and found items not claimed will be donated to charity.

MEDIA

Members of the news media will often photograph, film, and record students. If one does not want his/her child photographed, filmed, or recorded by the media for the purposes of print or broadcast, one must notify a building administrator in writing.

MEDIA CENTER

All rules and consequences outlined apply to the media center. Students are expected to assist in maintaining a pleasant, clean, safe, and orderly media center.

The media center is open from 8:00 AM – 2:25 PM to students who have a signed pass from a faculty/staff member with whom they are doing an assignment that must be completed in the media center. Students must present their passes and sign in when they arrive. Each student is personally responsible for any library materials they use. At the conclusion of the school year, report cards, yearbooks, and awards will be withheld from any students who have either not returned overdue materials or paid overdue book fines.

If a student refuses to follow the media center procedures, the student may be removed from the

media center for a period of time. It then would be the obligation of the student to make arrangements to use a media center outside of the school district to complete assignments.

PESTICIDE APPLICATION

Only certified pesticide applicators shall be used in schools for any non-emergency pesticide use in school buildings or on school grounds. Pesticide applications are limited to non-school hours and when activities are not taking place. Areas to receive pesticide application will be posted and a written record of all pesticide applications will be maintained for five years. Parents/guardians and staff who want to receive advance notice of all pesticide use will be listed on a registry and such notice will be provided as required by law. Parents/guardians who want to be notified prior to pesticide applications inside their child(ren)'s school assignment area may contact **Mr. David Stankus** at (203) 879-8150.

PUBLIC CONCERNS

If a person has a concern or complaint about a school employee, policy, or event, s/he should first go to the person directly involved. Then, if s/he is not satisfied with the outcome, s/he should go to the next level. School employees are professionals and appointments are required to meet with them.

RELIGION

The United States Constitution separates church and state. In Connecticut, students shall not be forced to pray at any time during the school day. Moments of Silence are mandatory.

RESEARCH

All requests for the services of student volunteers in research projects, special studies, and surveys not part of the regular education program must have parent, superintendent of schools, and Board of Education approval.

SCHOOL BUS

All rules and consequences outlined apply to the school bus. Students are expected to assist in maintaining a pleasant, clean, safe, and orderly school bus. Connecticut law provides that each local or regional board of education shall furnish, by transportation or otherwise, school accommodations to resident children. Students must obey the driver, remain in their seats while the bus is in motion, keep body parts inside the bus, not eat or drink, and not tamper with equipment. If a student refuses to follow the school bus procedures, the student may be removed from the school bus for a period of time. School districts have the right to suspend students from transportation services for up to ten 10

consecutive days if their conduct while awaiting or receiving transportation to or from school endangers persons or property or violates a publicized policy of the Board of Education. It then would be the obligation of the student to make arrangements to use another mode of transportation to come to and from school.

SCHOOL CEREMONIES & OBSERVANCES

The school district recognizes the value of certain ceremonies and observances in promoting patriotism and good citizenship among the students. Therefore, activities in schools commemorating national holidays such as Memorial Day, Thanksgiving and President's Day are encouraged. Wolcott Public Schools reminds students, faculty and administration of the variety of religious beliefs, and all are urged to be conscious of and respect the sensitivities of others.

Activities related to a religious holiday or theme will be planned to ensure that the activity is not devotional, and that students of all faiths can join without feeling that they are betraying their own beliefs. Therefore,

1. School and class plays shall not be overly religious and church-like scenery will be avoided;
2. Religious music shall not entirely dominate the selection of music; and
3. Program notes and illustrations shall not be religious or sectarian.

Students shall be given the option to be excused from participating in those parts of a program or curriculum involving a religious theme which conflicts with their own religious beliefs. If a parent or student has any questions regarding the use of religious music, artwork and/or symbols in a particular course/activity, the Building Principal should be contacted.

An opportunity will be provided, at the beginning of each school day, for students to observe an appropriate period of silent meditation and to recite the Pledge of Allegiance. Participation in these activities is voluntary. Non-participants are expected to maintain order and decorum appropriate to the school environment.

TELEPHONES

The school telephones are for school business and are available to students only in the event of an emergency. Likewise, telephone messages from parents/guardians to students will only be delivered in the event of an emergency. No students will be called out of class to receive a call.

* All Policies are available in their entirety on the Wolcottps.org site.

STUDENT DISCIPLINARY GUIDELINES

THE ADMINISTRATION OF TYRRELL MIDDLE SCHOOL RESERVES THE RIGHT TO JUDGE THE SERIOUSNESS OF ANY INFRACTION AND DISCIPLINE STUDENTS ACCORDINGLY.

<u>OFFENSE</u>	<u>DEFINITION/DESCRIPTION</u>	<u>CONSEQUENCES</u>
Abuse of Electronic Device Policy	Use of said items (Recording may never be made without teacher's permission)	1 st Offense: Confiscation, returned at end of day, written warning 2 nd Offense: Confiscation, parent retrieval, detention issued 3 rd Offense: Confiscation, parent retrieval, extended detention issued 4 th Offense: Confiscation, parent retrieval, in-school suspension
Abuse of Pass	Exceeding a reasonable time or failure to report to the designated location after receiving permission.	1. Initial Warning 2. Teacher Detention 3. Administrative Detention 4. Hallway Restriction 5. In-School Suspension 6. Home Suspension
Affection	Public displays of affection; any action that exhibits affection such as hugging and/or kissing.	1. Teacher Detention 2. Administrative Detention 3. In-School Suspension
Arson & Reckless Burning	Setting fire to any part of school building or grounds.	1. Referral to police/superintendent notified. 2. 10 day home suspension. 3. Referral for expulsion.
Assault	Unprovoked physical contact with intent to harm or cause bodily injury.	Home suspension (5 – 10 days), Police referral, Superintendent notified, Possible Expulsion
Bullying/Intimidation	Repeated overt acts by one or more students intended to ridicule, humiliate, or intimidate another student. (The intent to harass is included under this provision.)	Depending on severity, Warning, Detention, In School Suspension, Home Suspension, Possible Expulsion
Bus Misbehavior	Unacceptable or unsafe behavior on the bus.	Consequences may include warnings, verbal reprimands, parental notification, detention, suspension (in school, or home), and/or bus <i>suspension</i> .
Cafeteria Misbehavior	Unacceptable behavior in the cafeteria during lunch.	1. Removal from café for 1 day & Written Warning 2. Removal from café for 3 days & Detention 3. Removal from café for 5 days & In School Suspension 4. Home Suspension/Permanent Removal
Classroom Disruption	Behavior which has not ceased despite teacher warning.	1. Parental Notification. 2. Teacher Detention and parental Notification. 3. Administrative Detention and/or In-School Suspension, Home Suspension
Class/Study Cut	Failure to go to class or study hall.	Administrative Detention; Subsequent offenses will result in In-School Suspension or home suspension
Computer Usage/Improper	Engaging in any unauthorized activity on the computer, such as threats, obscenity, unauthorized entry, unauthorized use of internet, copying, etc.	<ul style="list-style-type: none"> • Depending on the severity, detention, extended detention, in-school suspension, or out-of-school suspension will result. • Revocation of computer use privileges • Possible police referral
Damage to School Property (Unintentional)	Marring, breaking, or destroying school property unintentionally	Restitution will be required.
Damage to School Property (Intentional) – Vandalism	Marring, breaking, destroying school property intentionally	<ul style="list-style-type: none"> - Restitution will be required. - Detention, in-school suspension, or out-of-school suspension depending upon severity of damage. - Police referral/Superintendent notified.
Damage to Personal Property (Unintentional)	No student shall mar, break or destroy another individuals personal property	Restitution required depending on severity.
Damage to Personal Property (Intentional)	No student shall mar, break or destroy another individuals personal property	<ul style="list-style-type: none"> Restitution required depending on severity. - Detention, in-school suspension, or out-of-school suspension depending upon severity of damage.

		- Police referral/Superintendent notified.
Detention Cut	Failure to go to detention or arriving too late for a detention to be counted.	Detention doubled; Subsequent offenses – In School Suspension, Home Suspension
Dress Code Violation	Wearing clothing/costumes prohibited in the dress code which interfere with the educational process or are otherwise deemed offensive or inappropriate.	Removal from classes until dress is appropriate. Subsequent offenses – Administrative Detention, In School Suspension, Home Suspension
Drug Possession – Controlled Substances, Alcohol or Facsimiles thereof	Possession on person, in cubby or desk; or knowingly holding drugs, controlled substances, alcohol or facsimiles thereof belonging to others; or possession in a car on school grounds; or possession at any school-related activity on or off, campus.	<ul style="list-style-type: none"> • Out-of-school suspension for 10 days, • Conference with parents, guidance counselor or administrator, • Referral to police, and • Referral to Superintendent for possible expulsion.
Drugs – Use of drugs, controlled Substances, Alcohol, or Facsimiles thereof	Being determined to be under the influence of drugs, controlled substances, alcohol or facsimiles thereof by administrator with consultation with school nurse or police officer	<ul style="list-style-type: none"> • Out-of-school suspension for 10 days, • Conference with parents, guidance counselor and administrator, • Referral to police, and • Referral to Superintendent for possible expulsion.
Drug – Selling/Distribution of Drugs, Controlled Substances, Alcohol or Facsimiles thereof	Selling drugs, controlled substances, alcohol or facsimiles thereof on school property	<ul style="list-style-type: none"> • Out-of-school suspension for 10 days, • Conference with parents, guidance counselor and administrator, • Referral to police, and • Referral to Superintendent for possible expulsion.
Electronic Devices: Cell phones, CD players, etc.	Possession or use of said items.	Confiscation, parents must retrieve said items from an administrator. Subsequent offenses as detention, In-school suspension, home suspension.
Extortion	Forcing another individual to act against his/her will by expressed or implied threat	Home Suspension (3 – 5 days), Police referral, Superintendent notified, Possible Expulsion
False Alarm	Setting off fire alarm without probable cause	<ul style="list-style-type: none"> • Referral to Police/Superintendent notified • 10 days out of school suspension • Subsequent offenses will result in 10 days suspension and referral to the Superintendent for possible expulsion.
Fighting/Mutual Physical Combat	Exchange of mutual physical contact with the intent to injure.	<ul style="list-style-type: none"> • Referral to Police/Superintendent notified. • Anger management will be assigned by school staff. Attendance to these sessions will be required. • 5 to 10 days out-of-school suspension, depending on the severity. Referral to the Superintendent for possible expulsion. • The administration reserves the right to judge and discipline students accordingly.
Fireworks – Possession	Possessing any explosive or fireworks on school property	<ul style="list-style-type: none"> • Referral to police • Confiscation of fireworks • 5 days out-of-school suspension • Referral to Superintendent for consideration of expulsion.

Fireworks – Use of/Sale of	Detonating or selling of fireworks or the equivalent	<ul style="list-style-type: none"> • Referral to police • Confiscation of fireworks • 5-10 days suspension • Referral to Superintendent for consideration of expulsion.
Forgery	Falsifying passes, parental signatures, alteration of official school documents.	1. Teacher Detention. 2. Administrative Detention. 3. In School Suspension
Gambling	Playing a game of skill or chance for money or anything of value.	1. Administrative Detention. 2. In School Suspension. 3. Home Suspension
Gum Chewing	Chewing gum within the school building.	1. Warning. 2. Teacher Detention. 3. Administrative Detention. 4. In School Suspension
Hazing	Any activity that intentionally endangers the mental or physical health of a student for the purposes of initiation or admission into any student organization.	<ul style="list-style-type: none"> • 5-10 days of out-of-school suspension • Parent conference required • Possible exclusion from school related activity
Horseplay	Rough or boisterous play which causes an unnecessary disruption or distraction.	1. Teacher Detention. 2. Administrative Detention. 3. In-School Suspension 4. Home Suspension
Inciting a disturbance	Encouraging other students to participate in unacceptable behavior.	1. In School Suspension. 2. Home Suspension, Superintendent notified, Possible Police Referral
Insubordination/ Repeated Defiance	Refusal to follow the direction of a staff member, administrator, teacher, substitute teacher or other staff member.	1. In School Suspension. 2. Home Suspension
Insult to Staff	Speaking/gesturing toward (staff members) in a manner which insults, etc.	Penalty will be a detention issued by the teacher or extended detention issued by an administrator.
Insult to Students	Speaking/gesturing toward (fellow students) in a manner which insults, etc.	Penalty will be a detention issued by the teacher or extended detention issued by an administrator.
Larceny or Petty Theft	Stealing any material owned by another student, staff member or the school system.	<ul style="list-style-type: none"> - Restitution will be required. - In-school suspension or out-of-school suspension depending on the nature of the incident - Referral to police/Superintendent notified.
Leaving without permission	Student leaves without receiving teacher's approval.	1. Teacher Detention. 2. Administrative Detention. 3. In School Suspension.
Lighting Match/Lighter	Any person who lights a lighter or match in school.	In-school suspension or possible out-of-school suspension depending on the nature of the incident.
Physical Confrontation	Escalation of a verbal encounter resulting in physical contact.	<ul style="list-style-type: none"> • Mediation by guidance and/or administration • Assignment of extended detention or in-school suspension or out-of-school suspension
Profanity/Obscenity	Using verbal or non-verbal language or gestures which convey an offensive or obscene message towards any member of the school community.	Depending on severity, consequence may range from Teacher Detention to Home Suspension
Serious Classroom Disruption	Behavior so extreme or incidents of repeated disruptions which have not ceased despite teacher warnings.	Immediate removal from class, Administrative Detention. Subsequent offenses may lead to In School Suspension or Home Suspension.

Serious Dangerous Actions	Any action that may cause injury or harm or attempt to cause injury or harm to themselves or others.	Verbal warning, expulsion depending on severity.
Serious Hallway Disruption	Any inappropriate behavior which seriously impedes safety of others in the hallways or that interferes with the orderly climate of the hallway.	Detention, extended detention, or in-school suspension, depending upon the seriousness of the incident.
Serious Intolerance of Diversity	Using insults which are based upon racial background, ethnicity, religion, gender or sexual orientation towards any member of the school community.	Home Suspension, Superintendent notified, Possible Expulsion
Sleeping in Class	A student sleeping during a class.	1 st Offense: Teacher Warning 2 nd Offense: Sent to Nurse, Parent Notified 3 rd Offense: Sent to Nurse, Administration notified with disciplinary referral
Unauthorized Areas	Students in areas such as, but not limited to, the elevator, teachers' lavatories, lower stairwells, auditorium, unsupervised classrooms without expressed permission of a staff member.	1. Administrative Detention. 2. In School Suspension. 3. Home Suspension
Verbal Altercation	Involvement in a verbal confrontation i.e. shouting match or yelling, etc.	Depending on the severity of the threat: mediation by Guidance or Administration, extended detention, in-school suspension, out-of-school suspension, and/or referral to Police.
Tardiness to Class	Any student not in the classroom when class is scheduled to begin.	Beginning with the 4 th tardy, teacher detention will be issued for each subsequent tardy
Tardiness to School	Any student not in the building by 8:00AM.	1. 1 st , 2 nd , and 3 rd , unexcused tardy = warning. 2. 4 th , 5 th , and 6 th unexcused tardy = administrative detention. 3. 7 th and beyond unexcused tardy = In School Suspension
Threatening Staff	A verbal expression of intent to harm or otherwise cause injury to a staff member or his/her property.	Home Suspension (5 – 10 days), Police Referral, and Superintendent notified. Subsequent offenses may result in Expulsion.
Threatening Another Student	A verbal expression of intent to harm or otherwise cause injury to another student or his/her property.	Intent to harm another person or his/her property will result in Home Suspension (5 -10 days).
Tobacco (smoking/chewing/vapor)	Possession of, smoking or chewing tobacco, smoking device or any facsimile of anywhere on school grounds.	In-school suspension or possible out-of-school suspension depending on the nature of the incident.
Truancy	Being illegally absent from school.	One day of In School Suspension is assigned for each day of Truancy.
Weapons	Possession or use of any article or substance which is capable of causing death or bodily injury.	10 day Home Suspension, Police Referral, Superintendent notification, Recommendation for Expulsion.

STAFF EMAIL DIRECTORY

Employee	Email	Grade	Assignment
Baker, Kerri	kbaker@wolcottps.org	7	Math – Granite Team
Barrows, Kelly	kbarrows@wolcottps.org	6-8	Paraprofessional
Blacker, Scott	sblacker@wolcottps.org	8	Social Studies – Onyx Team Leader
Boisvert, Marian	mboisvert@wolcottps.org	7	Mathematics – Marble Team
Bove-Virr, Christine	cbove-virr@wolcottps.org	6	Science – Platinum Team
Buzzelli, Elizabeth	ebuzzelli@wolcottps.org	8	School Counselor
Caetano, Daniel	dcaetano@wolcottps.org	6-8	Assistant Principal
Casasola, Raul	rcasasola@wolcottps.org	7	World Languages – Spanish
Castro, David	dcastro@wolcottps.org	6-8	Custodian
Cianchetti, Anthony	acianchetti@wolcottps.org	6-8	Social Worker
Cijunskas, Patricia	pcijunskas@wolcottps.org	6-8	Paraprofessional
Comeau, Jeffrey	jcomeau@wolcottps.org	6-8	Custodian
Conway, Pamela	pconway@wolcottps.org	6-8	Talented and Gifted
Cote, Carol	ccote@wolcottps.org	6-8	Food Services Manager
Cox, Ellen	ecox@wolcottps.org	6	Mathematics – Diamond Team
Craig, Karen	kcraig@wolcottps.org	8	English LA – Onyx Team Leader
Current, Robert	rcurrent@wolcottps.org	6-8	Custodian
Daniels, Bianca	bdaniels@wolcottps.org	7-8	World Languages – Spanish
DeFosses, Bette	bdefosses@wolcottps.org	6-8	Psychologist
DiNunzio, Jennifer	jdinunzio@wolcottps.org	6-8	Nurse
DiStasio, Brett	bdistasio@wolcottps.org	6	Special Education
DiStasio, Sheila	sdistasio@wolcottps.org	6-8	Computer Education Teacher
Downes, Jason	jdownes@wolcottps.org	8	Social Studies – Pearl Team
Doyle, Avery	adoyle@wolcottps.org	6-8	Speech & Language Pathologist
Fish, John	jfish@wolcottps.org	8	Mathematics – Pearl Team
Fortier, David	dfortier@wolcottps.org	7	Social Studies – Granite Team
Gallagher, Janice	jgallagher@wolcottps.org	6-8	Paraprofessional
Garbus, Sarah	sgarbus@wolcottps.org	6	Social Studies – Diamond Team Leader
Gargano, Andrew	agargano@wolcottps.org	6-8	PE/Health – Silver Team
Gilchrist, Kelly	kgilchrist@wolcottps.org	6-8	Special Education
Giuggio, Daphne	dgiuggio@wolcottps.org	6-8	Paraprofessional
Goldstone, Daniel	dgoldstone@wolcottps.org	6	Mathematics – Platinum Team
Green, Lois	lgreen@wolcottps.org	6-8	Cafeteria
Jackson, Tara	tjackson@wolcottps.org	6	Special Education
Jasulavic, Diane	djasulavic@wolcottps.org	7	Special Education
Jones, Katherine	kjones@wolcottps.org	6-8	Choral Music - Silver Team
Jones, Todd	tjones@wolcottps.org	6	Science - Diamond Team
Kelsey, Lee	lkelsey@wolcottps.org	6-8	Art - Silver Team
Kirsch, Rita	rkirsch@wolcottps.org	6-8	Administrative Assistant
Krug, Andrea	akrug@wolcottps.org	6-8	Paraprofessional - Library Media
Krusewski, Theresa	tkrusewski@wolcottps.org	6-8	PE/Health - Silver Team
Lake-Post, Sharon	slakepost@wolcottps.org	6	World Languages - Spanish

STAFF EMAIL DIRECTORY

Employee	Email	Grade	Assignment
LaRochelle, Michelle	mlarochelle@wolcottps.org	7	English LA – Granite Team
LeBlanc, Karen	kleblanc@wolcottps.org	6-8	Reading Specialist
Lerz, Jr., Art	alerz@wolcottps.org	6-8	Head Custodian
Ligi, Richard	rligi@wolcottps.org	8	Science – Pearl Team
Lindquist, Barbara	blindquist@wolcottps.org	6-8	Paraprofessional
Lindsey, Terry	tlindsey@wolcottps.org	6-8	Custodian
Lynch, Michael	mlynch@wolcottps.org	6	School Counselor
Maia, Lynn	lmaia@wolcottps.org	6-8	Administrative Assistant
Mainwaring, Arlene	amainwaring@wolcottps.org	6-8	Paraprofessional
Mascetti-Johnson, Nina	nmascetti@wolcottps.org	6	English LA - Diamond Team Leader
Matfus, Pamela	pmatfus@wolcottps.org	8	English LA - Pearl Team
Miller, Doreen	dmiller@wolcottps.org	6-8	Cafeteria
Mirto, Stephen	smirto@wolcottps.org	6-8	Technology Education - Silver Team
Moffo, Robert	rmoffo@wolcottps.org	6-8	Paraprofessional
Mumley, Joanne	jmumley@wolcottps.org	7	English LA - Marble Team
Norcross, Joseph	jnorcross@wolcottps.org	6-8	Principal
Rahuba, Darcey	drahuba@wolcottps.org	6-8	Cafeteria
Regimbald, Jeremiah	jregimbald@wolcottps.org	6-8	Instrumental Music - Silver Team
Richardson, John	jrichardson@wolcottps.org	8	Mathematics - Onyx Team
Riker, Eleanor	eriker@wolcottps.org	8	World Languages - Spanish
Rocca, James	jrocca@wolcottps.org	7	Science - Granite Team
Roman, Lisa	lroman@wolcottps.org	8	Science - Onyx Team Leader
Romero, Christine	cromero@wolcottps.org	8	World Languages - Spanish
Rutledge, Nicole	nrutledge@wolcottps.org	8	English LA - Onyx Team
Salustro, Wendy	wsalustro@wolcottps.org	7	School Counselor
Savarese, Justin	jsavarese@wolcottps.org	7	Social Studies - Marble Team
Schinkel, Holly	hschinkel@wolcottps.org	6-8	Reading Specialist
Senerth, Katherine	ksenerth@wolcottps.org	8	Special Education
Simon, Eileen	esimon@wolcottps.org	7	English LA - Granite Team Leader
Stango, Bethany	bstango@wolcottps.org	6-8	Special Education
Stevenson, Jessica	jstevenson@wolcottps.org	8	English LA - Pearl Team Leader
Stroh, Charlene	cstroh@wolcottps.org	6-8	Cafeteria
Tassinari, Lisa	ltassinari@wolcottps.org	6-7	World Language - French
Tedeschi, Jacquelyn	jtedeschi@wolcottps.org	6	English LA - Platinum Team
Terry, Michael	mterry@wolcottps.org	6	English LA - Diamond Team
Trovato, Karen	ktrovato@wolcottps.org	7	Science - Marble Team Leader
Urban, Erich	eurban@wolcottps.org	6-8	Technology
Van Ormer, Christina	cvanormer@wolcottps.org	6-8	PE/Health - Silver Team
Weber, Kristen	kweber@wolcottps.org	6-8	F&C Science - Silver Team Leader
Werenko, Holly	hwerenko@wolcottps.org	7	Language Arts- Marble Team
Wilson, Nancy	nwilson@wolcottps.org	6	English LA - Platinum Team
Wright, Jill	jwright@wolcottps.org	6	Social Studies - Platinum Team Leader

ANNUAL NOTICE

Dear Parent and Student:

It is important you carefully read the contents of the *Tyrrell Middle School Student Handbook*. It contains notices of rights you have under law.

I understand and consent to the responsibilities in the Wolcott Public School district's student behavior policies and regulations as outlined in the *Tyrrell Middle School Student Handbook*. I also understand and agree that my child shall be held accountable for the behaviors and consequences outlined in the Code of Conduct at school, school-sponsored, and school-related activities, including school-sponsored travel, and for any school-related misconduct, regardless of time and location.

Please sign and return this page, along with the Technology User Agreement on the opposite side, to indicate you have read and understand the information provided within the *Tyrrell Middle School Student Handbook*.

_____	_____	_____
Student's Printed Name	Student's Signature	Homeroom
_____	_____/_____/_____	
Parent's Signature	Date	

WOLCOTT PUBLIC SCHOOLS
POLICY STATEMENT
REGARDING: WEAPONS & DANGEROUS INSTRUMENTS

According to the Wolcott Board of Education Policy 5131.7, "Students shall not possess firearms, facsimiles of firearms, weapons or dangerous instruments of any kind on school grounds or buildings, not on school buses, nor any school-related or school-sponsored activity away from school facilities. Firearms, weapons, and dangerous instruments shall include those defined by law. Students who violate this policy shall be subject to appropriate disciplinary action as well as possible court action."

A weapon or dangerous instrument is defined as follows: Anything that has the potential to cause bodily harm, a health hazard, or cause physical damage. Therefore, items include, but are not limited to, ANY TYPE OF GUN, KNIFE, CLUB, METAL KNUCKLES, RAZORS, ETC.

Therefore, any elementary, middle or high school student that has been determined to be in possession of any of the previously mentioned items at the bus stop, on the school bus, on school property, in a school building, or at a school-sponsored activity will be assigned the following MANDATORY CONSEQUENCES:

- 1) 10 Day Home Suspension
- 2) Referral to the Wolcott Police Department
- 3) Notification to the Superintendent of Schools
- 4) Expulsion by the Wolcott Board of Education

I understand and consent to the responsibilities in the Wolcott Public School district's policy specifically related to WEAPONS & DANGEROUS INSTRUMENTS. I also understand and agree that my child shall be held accountable for his behaviors and accept the clearly established consequences.

_____	_____	Room # _____
Student's Printed Name	Student's Signature	
_____	_____/_____/_____	
Parent/Guardian Signature	Date	

