

**NEWTOWN MIDDLE SCHOOL**  
**2024-2025**

# **Family & Student Handbook**

**Home of the Lions**

**11 Queen Street  
Newtown, CT 06470**

**Phone Number:  
203-426-7642**

**Mr. Jim Ross, Principal  
Mr. Brian Walsh, Assistant Principal**



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Annual Notifications of policies and notices - to be updated

All other District Policies can be found on the Newtown District Website ([Newtown Board of Education Policies](#))

The Newtown Public School District is committed to a policy of equal opportunity/affirmative action for all qualified persons and equal access to Boy Scouts of America and other designated youth groups. The Newtown Public School District does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Newtown Public School District does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding the Newtown Public School District's nondiscrimination policies and practices should be directed to:

<p><b><u>Title IX, Title VI, and Section 504 District Compliance Officer</u></b>  Suzanne D'Eramo, Director of Human 3  Primrose Street, Newtown, CT 06470  (203)426-7617</p>	<p><b><u>Title IX, Title VI Coordinator</u></b>  Suzanne D'Eramo, Director of Human Resources  3 Primrose Street, Newtown, CT 06470  (203)270-6176</p>	<p><b><u>504 Coordinator</u></b>  Deborah Mailloux-Petersen  Director of Pupil Personnel  3 Primrose Street, Newtown, CT 06470  (203)426-7629</p>
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# WELCOME

Dear Students,

Welcome to Newtown Middle School! We look forward to a successful journey together over the 2024-2025 school year. NMS is committed to providing a safe and fun learning environment, along with a rigorous academic program that will prepare you with the essential skills to succeed beyond the middle school level and outside of school.

Our entire staff is excited to meet you and to enjoy our middle school experiences together. We encourage you to be an active member of the middle school community and to engage in after-school clubs and activities.

Middle school may present challenges, both academically and socially, and NMS is very fortunate to have a supportive environment that can nurture every learner. While you work toward your independence, please be sure to advocate for yourself and contact your teachers, counselors, administrators, and faculty for assistance.

We look forward to a great year together!

Mr. Ross, Principal and Mr. Walsh, Assistant Principal

## HOW CAN YOU MAKE SOCIAL ENGAGEMENT AT NMS SUCCESSFUL

- Be kind to everyone.
- Join school clubs/activities.
- Connect with your school counselor.
- Identify a trusted adult in the building.
- Take part in cluster activities, field trips, and opportunities to get to know your peers.
- Try sitting at new tables in the lunchroom.

# TELEPHONE DIRECTORY

## TELEPHONE DIRECTORY

Newtown Middle School  
11 Queen Street, Newtown, CT  
Main Office: (203) 426-7642 Fax: (203) 270-6102  
[NMS Website](#)

## ATTENDANCE

Use the **PowerSchool App** or email to report an absence, tardy or early dismissal  
[nmsattendance@newtown.k12.ct.us](mailto:nmsattendance@newtown.k12.ct.us) or leave message at **(203) 270-6145**.  
Attendance Administrative Assistant: Mrs. Nicole Kullgren

### PRINCIPAL

Mr. James Ross  
(203) 426-7642  
[rossj@newtown.k12.ct.us](mailto:rossj@newtown.k12.ct.us)  
Executive Assistant: Mrs. Sue Zimmerman

### ASSISTANT PRINCIPAL

Mr. Brian Walsh  
(203) 426-7641  
[walshb@newtown.k12.ct.us](mailto:walshb@newtown.k12.ct.us)  
Administrative Assistant: Mrs. Sandy Hannan

## SPECIAL EDUCATION SUPERVISOR (GRADES 5-8)

Mrs. Maureen Hall  
(203) 426-7629  
[hallm@newtown.k12.ct.us](mailto:hallm@newtown.k12.ct.us)

## HEALTH OFFICE

(203) 426-7636  
Mrs. Andrea Trager, RN  
Mrs. Edie Poidomani, RN

### GUIDANCE COUNSELORS

(203) 426-7644  
Mrs. Tina Broccolo  
Mrs. Tanya Hague-Doehr  
Mrs. Marisa Stepanovic

### SCHOOL PSYCHOLOGIST

Mrs. Erika Finklea  
(203) 426-7640  
Ms. Samantha Van Schaick  
(203) 270-6726

### SOCIAL WORKERS

Mrs. Christen Cowden  
(203) 426-7640  
Mrs. Catarina Cecilio  
(203) 426-7631

### SPEECH & LANGUAGE THERAPIST

Mrs. Kayla Garczynski  
(203) 270-6112

## SCHOOL RESOURCE OFFICER

Officer Fernando Pereira  
(203) 270-6103

## LIBRARY MEDIA SPECIALIST

Mr. Andrew San Angelo  
(203) 426-7633



# NEWTOWN PUBLIC SCHOOLS STRATEGIC PLAN & CORE VALUES



## PORTRAIT OF THE GRADUATE



## NEWTOWN PUBLIC SCHOOLS STRATEGIC PRIORITIES



## STRATEGIC PRIORITIES

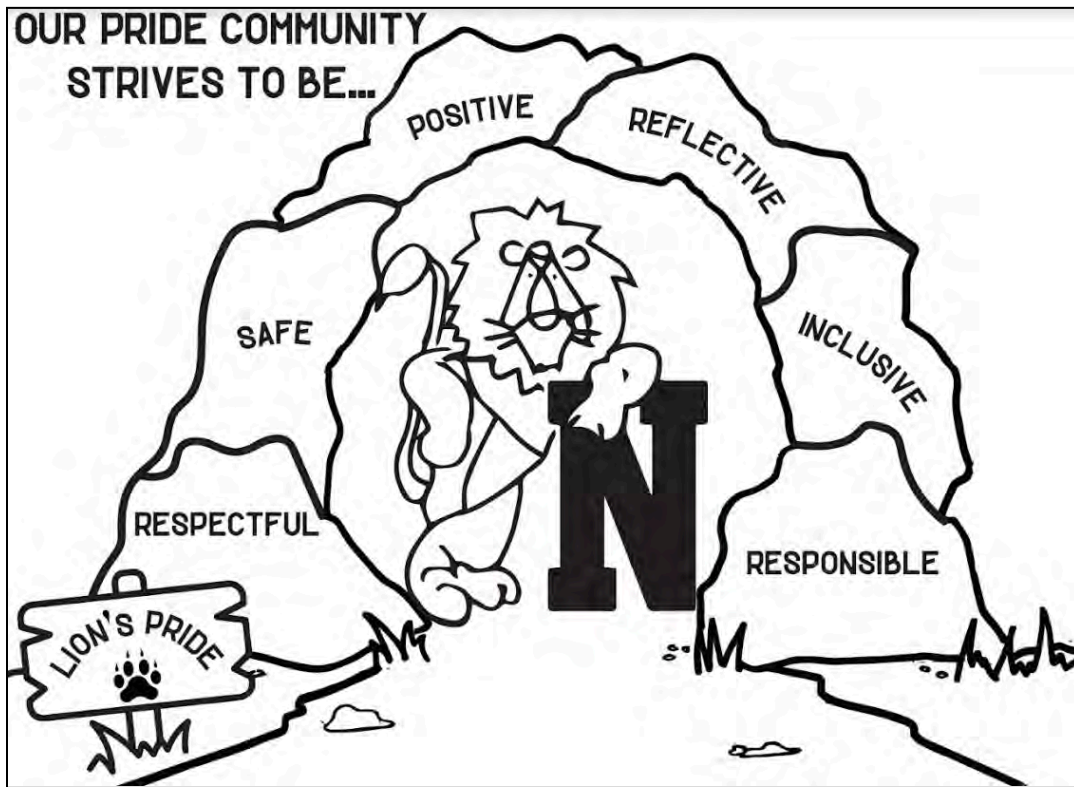
- 01 Ensure Stimulating, Engaging, and Challenging Learning Opportunities Tailored to the Individual Needs of Students
- 02 Prepare Students to Thrive Post-graduation
- 03 Hire, Retain, and Develop a Diverse and Exceptional Faculty and Staff
- 04 Strengthen District, Family, and Community Partnership



## CORE VALUES



# NEWTOWN MIDDLE SCHOOL CORE VALUES



## SOCIAL AND EMOTIONAL LEARNING (SEL) COMPETENCIES

### SOCIAL AND EMOTIONAL LEARNING (SEL) COMPETENCIES

#### SELF-AWARENESS

The ability to accurately recognize one's own emotions, thoughts, and values and how they influence behavior. The ability to accurately assess one's strengths and limitations, with a well-grounded sense of confidence, optimism, and a "growth mindset."

- ⇒ IDENTIFYING EMOTIONS
- ⇒ ACCURATE SELF-PERCEPTION
- ⇒ RECOGNIZING STRENGTHS
- ⇒ SELF-CONFIDENCE
- ⇒ SELF-EFFICACY

#### SELF-MANAGEMENT

The ability to successfully regulate one's emotions, thoughts, and behaviors in different situations — effectively managing stress, controlling impulses, and motivating oneself. The ability to set and work toward personal and academic goals.

- ⇒ IMPULSE CONTROL
- ⇒ STRESS MANAGEMENT
- ⇒ SELF-DISCIPLINE
- ⇒ SELF-MOTIVATION
- ⇒ GOAL SETTING
- ⇒ ORGANIZATIONAL SKILLS

#### SOCIAL AWARENESS

The ability to take the perspective of and empathize with others, including those from diverse backgrounds and cultures. The ability to understand social and ethical norms for behavior and to recognize family, school, and community resources and supports.

- ⇒ PERSPECTIVE-TAKING
- ⇒ EMPATHY
- ⇒ APPRECIATING DIVERSITY
- ⇒ RESPECT FOR OTHERS

#### RELATIONSHIP SKILLS

The ability to establish and maintain healthy and rewarding relationships with diverse individuals and groups. The ability to communicate clearly, listen well, cooperate with others, resist inappropriate social pressure, negotiate conflict constructively, and seek and offer help when needed.

- ⇒ COMMUNICATION
- ⇒ SOCIAL ENGAGEMENT
- ⇒ RELATIONSHIP BUILDING
- ⇒ TEAMWORK

#### RESPONSIBLE DECISION-MAKING

The ability to make constructive choices about personal behavior and social interactions based on ethical standards, safety concerns, and social norms. The realistic evaluation of consequences of various actions, and a consideration of the well-being of oneself and others.

- ⇒ IDENTIFYING PROBLEMS
- ⇒ ANALYZING SITUATIONS
- ⇒ SOLVING PROBLEMS
- ⇒ EVALUATING
- ⇒ REFLECTING
- ⇒ ETHICAL RESPONSIBILITY



# NEWTOWN MIDDLE SCHOOL

## CLUSTER TEACHERS 2024-2025

7 ORANGE		
TEACHER	ROOM	SUBJECT
Miss Galligan	A16	Language Arts
Ms. Stevens	A20	Mathematics
Mr. DeBenedetto	A17	Social Studies
Mrs. Catanese	A21	Science
Mrs. Steeves	A25	Spanish
Ms. Bachar	A19	Special Education
Mrs. Hague-Doehr	Counseling	School Counselor

8 GOLD		
TEACHER	ROOM	SUBJECT
Ms. Lang	A12	Language Arts
Mrs. Han	A13	Mathematics
Mr. Esposito	A14	Social Studies
Miss Neff	A3	Science
Mrs. Bautista	A7	Spanish
Mrs. Rousseau	A11	Special Education
Mrs. Stepanovic	Counseling	School Counselor

7 GREEN		
TEACHER	ROOM	SUBJECT
Mr. Tremaglio	C11	Language Arts
Mrs. Maag	C14	Mathematics
Mr. Ryan	C9	Social Studies
Mrs. Musco	C7	Science
Mrs. Wuhler	C13	Spanish
Miss Green	C10	Special Education
Mrs. Hague-Doehr	Counseling	School Counselor

8 PURPLE		
TEACHER	ROOM	SUBJECT
Miss Duda	A8	Language Arts
Mrs. Oviatt	A9	Mathematics
Mrs. Oliver	A10	Social Studies
Mrs. Betesh	A4	Science
Mrs. Santiago	A6	Spanish
Mrs. Garrison	A5	Special Education
Mrs. Broccolo	Counseling	School Counselor

7 RED		
TEACHER	ROOM	SUBJECT
Mrs. Colwell	C18	Language Arts
Mrs. Morais	C16	Mathematics
Mrs. Pereira	C15	Social Studies
Ms. Dye	C5	Science
Mrs. Kane	C17	Spanish
Mrs. Montaine	C20	Special Education
Mrs. Broccolo	Counseling	School Counselor

8 BLUE		
TEACHER	ROOM	SUBJECT
Miss Daddona	C4	Language Arts
Mrs. Hart	C3	Mathematics
Mr. Cruz	C2	Social Studies
Mr. Schupp	C1	Science
Mr. Zetoff	C6	Spanish
Miss Logan	C8	Special Education
Mrs. Stepanovic	Counseling	School Counselor

Updated: 06.26.24



**NEWTOWN MIDDLE SCHOOL  
UNIFIED ARTS TEACHERS & SUPPORT STAFF**

**UNIFIED ARTS TEACHERS**

	<b><u>Room</u></b>
Art-Mrs. Hildebrandt	A1
Art-Mrs. Ladue	D4
Band/Music Lab– Mr. Mahoney	D9/D8
Orchestra/Music Lab – Miss Gennusa	D14/D10
Chorus/Music Lab-Mr. Pope	D7/D8
Computer Integration-Mr. Cirella	B5
Food Science – Mrs. Pope	D8/B8
French – Mrs. Malkin	A15
Health Education – Mrs. Marcoux	B9
Language Arts Consultant – Ms. Papalia	B2
Literacy Specialist – Mrs. Kontra	B4
Math Specialist – Mrs. Johnson	C22
Math Intervention – Ms. McKeegan	A18
Physical Education – Ms. Fontaine	A/B Gyms
Physical Education – Mr. Kantor	A/B Gyms
Physical Education – Mr. LaRosa	A/B Gyms
Project Adventure – Mr. Chivinski	B7/B Gym
Technology Education-Mr. Eppley	A2

**PROJECT CHALLENGE**

Mr. Myhill	A24
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**SPECIAL EDUCATION**

Literacy – Mrs. Rose	A-Annex
SAIL Program - Ms. Simon	E-2
RISE Program - Ms. Iacomini	E-4

**ARC/HOPS PROGRAM**

Mrs. Appiah	D-2
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**SECURITY OFFICERS**

Mr. Jensen	Lobby
Mr. Zaskewicz	Lobby

**ADMINISTRATIVE ASSISTANTS**

Mrs. Zimmerman	Principal’s Office
Mrs. Hannan	Assistant Principal’s Office
Mrs. Petrovich	Guidance Office
Mrs. Kraemer	Principal’s/Guidance Office
Mrs. Kullgren	Attendance Office
Mrs. Mauri	Library Media Center

**NEWTOWN MIDDLE SCHOOL**

**2024-2025 DAILY SCHEDULE**

7 ORANGE				8 GOLD			
TIME SLOT	8:00-8:04	PERIOD	Homeroom	TIME SLOT	8:00-8:04	PERIOD	Homeroom
1	8:08-8:53	1	Core Academics	1	8:08-8:53	1***	Core Academics
2	8:57-9:42	2	Core Academics	2	8:57-9:42	2	Core Academics
3	9:46-10:31	3	Core Academics	3	9:46-10:31	3	Core Academics
4-1 Lunch 1	10:35-11:05	4	Core Academics	4-1 Lunch 1	10:35-11:05	4	Unified Arts
4-2 Lunch 2	11:05-11:35			4-2 Lunch 2	11:05-11:35		
4-3 Lunch 3	11:35-12:05			4-3 Lunch 3	11:35-12:05		
5	12:09-12:54	5	Unified Arts	5	12:09-12:54	5	Core Academics
6	12:58-1:43	6	Core Academics	6	12:58-1:43	6***	Unified Arts
7	1:47-2:32	7	Unified Arts	7	1:47-2:32	7	Core Academics
				<b>***DAY 7 ONLY PD 6 - Core Acad / PD 1 - UA</b>			
7 GREEN				8 PURPLE			
TIME SLOT	8:00-8:04	PERIOD	Homeroom	TIME SLOT	8:00-8:04	PERIOD	Homeroom
1	8:08-8:53	1	Core Academics	1	8:08-8:53	1	Unified Arts
2	8:57-9:42	2	Unified Arts	2	8:57-9:42	2	Core Academics
3	9:46-10:31	3	Core Academics	3	9:46-10:31	3	Core Academics
4-1 Lunch 1	10:35-11:05	4	Core Academics	4-1 Lunch 1	10:35-11:05	4	Core Academics
4-2 Lunch 2	11:05-11:35			4-2 Lunch 2	11:05-11:35		
4-3 Lunch 3	11:35-12:05			4-3 Lunch 3	11:35-12:05		
5	12:09-12:54	5***	Core Academics	5	12:09-12:54	5	Core Academics
6	12:58-1:43	6	Core Academics	6	12:58-1:43	6	Unified Arts
7	1:47-2:32	7***	Unified Arts	7	1:47-2:32	7	Core Academics
<b>*** DAY 7 ONLY PD 7 - CORE ACAD / PD 5 - UA</b>							
7 RED				8 BLUE			
TIME SLOT	8:00-8:04	PERIOD	Homeroom	TIME SLOT	8:00-8:04	PERIOD	Homeroom
1	8:08-8:53	1	Core Academics	1	8:08-8:53	1	Unified Arts
2	8:57-9:42	2	Unified Arts	2	8:57-9:42	2	Core Academics
3	9:46-10:31	3	Core Academics	3	9:46-10:31	3	Core Academics
4-1 Lunch 1	10:35-11:05	4	Core Academics	4-1 Lunch 1	10:35-11:05	4	Unified Arts
4-2 Lunch 2	11:05-11:35			4-2 Lunch 2	11:05-11:35		
4-3 Lunch 3	11:35-12:05			4-3 Lunch 3	11:35-12:05		
5	12:09-12:54	5	Unified Arts	5	12:09-12:54	5	Core Academics
6	12:58-1:43	6	Core Academics	6	12:58-1:43	6	Core Academics
7	1:47-2:32	7	Core Academics	7	1:47-2:32	7	Core Academics

**NOTE: Periods rotate each day on a 7 day cycle.**

**DAY 7: 7 Green & 8 Gold have a period swap**

**NEWTOWN MIDDLE SCHOOL  
2024-2025  
EARLY RELEASE & DELAYED OPENING SCHEDULES**

<b>3 HOUR EARLY RELEASE (No Lunch Served)</b>	
<b>TIME SLOT</b>	<b>TIME</b>
HOMEROOM	8:00-8:02
1	8:06-8:32
2	8:36-9:02
3	9:06-9:32
4	9:36-10:02
5	10:06-10:32
6	10:36-11:02
7	11:06-11:32

<b>3 HOUR DELAYED OPENING (Lunch Served)</b>	
<b>TIME SLOT</b>	<b>TIME</b>
HOMEROOM	11:00-11:02
1	11:06-11:26
2	11:30-11:50
3	11:54-12:14
4-1	12:18-12:38
4-2	12:38-12:58
4-3	12:58-1:18
5	1:22-1:42
6	1:46-2:06
7	2:10-2:32

<b>2 HOUR EARLY RELEASE (Lunch Served)</b>	
<b>TIME SLOT</b>	<b>TIME</b>
HOMEROOM	8:00-8:02
1	8:06-8:33
2	8:37-9:04
3	9:08-9:35
4-1	9:39-10:06
4-2	10:06-10:33
4-3	10:33-11:00
5	11:04-11:31
6	11:35-12:02
7	12:05-12:32

<b>2 HOUR DELAYED OPENING (Lunch Served)</b>	
<b>TIME SLOT</b>	<b>TIME</b>
HOMEROOM	10:00-10:02
1	10:06-10:33
2	10:37-11:04
3	11:08-11:35
4-1	11:39-12:06
4-2	12:06-12:33
4-3	12:33-1:00
5	1:04-1:31
6	1:35-2:02
7	2:05-2:32

# NEWTOWN MIDDLE SCHOOL 2024-2025 ROTATION DAY CALENDAR

**August 2024**

S	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
				0	1	

**September 2024**

S	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**October 2024**

S	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**November 2024**

S	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**December 2024**

S	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**January 2025**

S	M	T	W	TH	F	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

**February 2025**

S	M	T	W	TH	F	SA
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	1

**March 2025**

S	M	T	W	TH	F	SA
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**April 2025**

S	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**May 2025**

S	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**June 2025**

S	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**KEY**

- STAFF PROF DEV - CLOSED FOR STUDENTS
- 3 HR EARLY RELEASE (11:32) - STAFF DEV
- 2 HR DELAYED OPENING (10:00) - STAFF DEV
- 3 HR EARLY RELEASE (11:32) - HOLIDAY
- 3 HR EARLY RELEASE (11:32) - CONFERENCES
- 3 HR DELAYED OPENING (11:00) - STAFF DEV

**Dates (End Of Terms)**

Q1	11.07.24	T1	12.02.24	Sem 1	01.24.25
Q2	01.24.25	T2	03.12.25	Sem 2	06.13.25
Q3	04.02.25	T3	06.13.25		
Q4	06.13.25				

LAST 3 DAYS OF SCHOOL WILL BE EARLY DISMISSALS

**WEATHER CANCELLATIONS:**

## SECTION B

### STUDENT INFORMATION

#### **ARRIVAL PROCEDURES FOR STUDENTS**

Students should **not arrive at school before 7:30AM**, unless they have made prior arrangements with their teachers to receive extra help.

A-Wing students will report to the A-Gym and C-Wing students will report to the cafeteria until 7:50 AM. Students will report to their homeroom beginning at 7:50AM.

#### **Student Drop Offs & Pick Ups (Beginning & End of Day only)**

Parents/Guardians dropping off or picking up their student at the beginning or end of the day should do so in the designated areas. Students in A-Wing clusters will use the Horseshoe entrance at the front of the school. Students in C-Wing clusters will use the cafeteria entrance closest to back fields.

**DO NOT USE THE MAIN PARKING LOT, INCLUDING THE C-WING ENTRANCE FOR DROP-OFFS UNTIL AFTER 8AM.** For safety reasons, please do not park in the horseshoe parking area. *We value every child's safety and appreciate your cooperation.*

#### **BICYCLES**

If you ride a bicycle to school, park it in the bike rack provided. Do not ride the bike on school property between 7:30AM and 3:00PM instead walk your bike on or off campus. All bicycles should have locks. Students must follow state law when riding a bike, including use of a helmet.

#### **BOOKBAGS**

Bookbags must be stored in lockers during the entire school day. The use of a medical bag is permitted when medically necessary.

#### **BUS INFORMATION**

Be on time at your designated bus stop. Wait until the bus comes to a complete stop before attempting to enter. **You may not ride on any bus other than the one to which you are regularly assigned without permission from the office.** Such permission will be granted only in emergencies or in cases of verified job requirements and temporary or permanent changes of residence. Written requests must be sent to Nicole Kullgren in the C-Wing office by parents/guardians if these circumstances occur. Bus passes cannot be issued for a Friday night sleep-over at a friend's house, etc.

#### **BUS RIDER SAFETY REGULATIONS**

All school behavioral standards apply to the bus.

1. Remain seated at all times.
2. Keep arms, legs, head, and any materials you may be carrying inside the bus at all times.
3. Observe all other safety rules regarding entering or leaving the school bus. When crossing to the opposite side of the street, proceed only after checking for approaching cars from either direction and upon signal from the bus driver.
4. Do not walk in between buses parked on school property. Students must form an orderly line prior to boarding their bus at its departure point and time. All students waiting for buses outside the school are to wait quietly without running and playing in the bus area.
5. Refrain from eating food or drinking beverages on the bus.

#### **CAFETERIA**

All School Behavioral Standards apply in the cafeteria. Below are more specific guidelines.

- Stay seated (16 students per rectangular table / 8 per round table)
- Talk quietly and respectfully
- Do what is asked of you the first time
- No throwing or flipping food and/or drinks
- Clean up after yourself & clean table with paper towel



## **CELL PHONES**

Cell phones/electronic devices, including bluetooth/wireless earbuds, must be kept in student lockers from 7:50 AM-2:32 PM and are brought to school at students' own risk. Exceptions will be made for students that have a medical diagnosis requiring them to be in the students' possession. Students can use phones located in the offices if they need to contact home. Please refer to the Disciplinary Section for cell phone violation protocol.

## **CLOSED CAMPUS**

You must remain on school grounds from 7:50AM or your time of arrival until dismissal. You may not leave school grounds without an administrator's or teacher's permission. When going from one area in the building to another, always remain inside the building unless accompanied by a teacher.

## **DISMISSAL**

First wave bus students are dismissed at 2:32PM through the doorways that open to our parking lot. Second wave bus students should report to their designated waiting area until called outside.

Students who are not on a bus route and walk to their homes will also report to their designated waiting area along with the second wave students to be called for dismissal.

### **Walkers**

All walkers must have parent permission. If you wish to allow your child to walk home from school, please be sure to check the box in your [PowerSchool portal account](#) (under the Signatures and Opt-Outs page). In the event of an emergency necessitating your child to walk home, and you have not given this permission in PowerSchool, please call **203.426.7642** to make arrangements.

We expect all students to be safe and represent the values of Newtown Middle School in our community. This includes being respectful to each other and to the local merchants. Students unable to conduct themselves accordingly may jeopardize their future walking privileges and in serious situations will be referred to Newtown Police Department.

### **Parent Pick Ups**

Parents/guardians picking up their child at dismissal may do so at the assigned pick up location. Students in the A-Wing will be picked up from the horseshoe area and students in the C-Wing will be picked up from the cafeteria. Students will be released at 2:32PM for dismissal. Students not picked up by 2:45PM will need to be picked up from the main lobby.

### **Early Dismissal**

If a parent/guardian must pick up their student early from school, please report it through [PowerSchool Parent Portal](#), including the time that the student will be picked up. A parent can also email the early dismissal requests to [NMSAttendance@newtown.k12.ct.us](mailto:NMSAttendance@newtown.k12.ct.us) or send the student in with a note. Early dismissals require a student to have a dismissal pass. Students can pick up their early dismissal pass from the C-Wing Office. Students will be dismissed from the C-Wing Office. The parent/guardian must sign in with security (with identification) and will be directed to the C-Wing Office to sign their student out.

Due to bus traffic, we ask parents to pick up students by 2:00PM for early dismissal requests.

### **Health Office Dismissals**

If a parent/guardian is notified from the Health Office that their student is ill and must be picked up, the student will wait in the Health Office waiting for pick up. Parents/Guardians will need to sign in with security (with identification) and sign out their student from the Health Office through the C-Wing/Attendance Office.

## **DISTRICT STUDENT DRESS AND GROOMING**

## **Policy 5132**

Students shall dress in professional clothing appropriate to the school setting. Restrictions on freedom of student dress may be applied whenever the mode of dress in question:

1. is unsafe either for the student or those around the student;
2. is counterintuitive to school operations and the education process in general;
3. is contrary to law. The administration is encouraged to establish any needed regulations consistent with this policy through cooperative planning with staff, students and parents.

## Students Dress And Grooming

1. The administration will take appropriate determination on the newest clothing fads or styles as they pertain to the dress policy.
2. Students must wear proper and safe footwear. Any footwear deemed unsafe to the student or others will be prohibited.
3. Sexually provocative clothing - short shorts, see-through clothing, no shirts, garments designed or worn in such a manner as to expose parts of the body constituting what generally is considered immodesty will be prohibited.
4. Clothing bearing messages that countervail the educational process – profanity, sexual suggestiveness, glorification of the drug/alcohol culture, insignias or other apparel that advertises membership in a gang, messages that incite violence will be prohibited.
5. Articles that are part of one's attire but also designed so that they can be used as weapons – rings that simulate brass knuckles, belt buckles with the edges sharpened, nailed or cleated shoes, jewelry obviously designed to inflict injury will be prohibited.
6. Grooming/apparel or lack thereof that constitute a health concern – long hair that is unbound while a student is operating machinery in a classroom or swimming in the pool, not wearing shoes or wearing heavy outdoor coats in classrooms will be prohibited.

## **NMS GUIDELINES OF DRESS CODE**

The overall guideline for dress at the Middle School requires that all dress be appropriate.

1. Shirts, shorts and dresses must not be overly brief. A helpful guideline is that shorts or skirts should be mid-thigh length.
2. Revealing necklines, strapless tops and visible bra straps are prohibited.
3. Exposed midriffs are prohibited.
4. Undergarments must not be visible.
5. Jackets, coats, sunglasses, and headgear (including hats) are considered to be outerwear. These items must be stored in lockers during school hours.
6. Slippers are prohibited.
7. Students wearing hooded sweatshirts are not allowed to wear the hood on their head during school hours.

## **DROPPING OFF OF ITEMS**

If a parent/guardian must drop off an item for their student during the school day, the item must be placed on the table in the vestibule (at the main entrance). The item MUST be marked with the students name and cluster. If the item is dropped off prior to the start of lunch (10:30), the student will receive their item during their lunch wave. If the item is dropped off after 10:30, the student will be notified during afternoon announcements to pick up their item. If the item is valuable (i.e. chromebook, cell phone, etc, please drop it off with security).

## **FIRE DRILLS**

Fire drills at regular intervals are required by law and are an important safety precaution. It is essential that when the signal is given, every person leaves the building by the prescribed route – quickly and silently. The teacher in each classroom will give the students instructions. Signs in each classroom indicate which exits are to be used.

## **HALL PASSES**

Students should not be in the halls during class periods unless they are accompanied by or have a pass from a teacher. Students are required to sign in and out when they leave a classroom, gymnasium, cafeteria, etc.

## **LIBRARY MEDIA CENTER**

The Library/Media Center contains a variety of print (books, magazines, newspapers, etc.) and non-print (computer) resources which may be used by students for assigned study. It is open from 7:30PM to 2:32PM daily.

Students must use the media center responsibly. Periodically, teachers reserve the Library/Media Center for full classes. If you wish to use the Center on an independent basis during the day, schedule a time through one of your cluster teachers. Your teacher will then issue you a pass for a specific time. Present your pass to the media specialist, and sign in when you arrive. Students wishing to use the media center before or after school may do so without passes.

Fines are charged for overdue books at a rate of five cents per day. You are personally responsible for any library materials which you use. At the conclusion of the school year, report cards, yearbooks, and awards are withheld from any students who have either not returned overdue materials or paid overdue book fines.

## **LOCKERS**

At the start of each year you will be issued a locker with its own special combination that should not be shared. If you forget your combination, please see your homeroom teacher. You are expected to keep your locker clean and orderly. To help you with this, we will have locker clean-out several times a year. Please do not write or put decals or stickers on your lockers. Instead, use magnets to post information in your locker. Lockers are the property of Newtown Public Schools. Therefore, they may be inspected by school officials at any time.

## **LOST & FOUND**

If you find something, take it to the C-Wing Office where it can be claimed by the owner. Lost and found items such as clothing, lunch boxes, etc. will be placed in the back of the cafeteria. Eye glasses will be given to the Health Office to hold and small items and higher value items will be held in the C-Wing Office. Lost articles will be kept for two weeks. After that, the articles will be given to a charity.

## **PHYSICAL EDUCATION**

In the event you have a medical excuse and cannot participate in Phys Ed class either permanently or for a short period of time (more than 2 classes) you must have a written excuse from your doctor on file with the school nurse.

## **PHYSICAL EDUCATION DRESS CODE**

Flip flops, sandals, crocs, boots, slip-on sneakers, and dress shoes **are not acceptable** footwear for physical education classes.

## **SCHOOL COUNSELORS**

The School Counselors at the Middle School provide a safe and open environment where you can discuss social, emotional, family, and academic worries and they can help with a wide variety of needs. The School Counselors work closely with students, families, teachers, administration, and NMS staff. Students may make an appointment with their counselor by emailing them or visiting the school counseling office during the school day. Families may email their child's counselor directly or call the counseling office at 203-426-7644.

## **SELLING OF MERCHANDISE**

Students may not solicit or sell any items in the building without prior approval from the administration. This includes candy, soda, tickets, etc.

## **SKATEBOARD/SCOOTERS/ROLLERBLADES**

Skateboards, scooters and rollerblades are prohibited in school and on school grounds.

## **STUDENT VISITORS**

Student visitors are allowed in the building or on campus after 2:45PM. Students who wish to visit former teachers on a day when school is in session should call the principal's office to make an appointment. Student visitors should not interfere in any way with the dismissal of Middle School students. No children are allowed to sit in on a class regardless of residency status.

## **TEXTBOOKS**

A lost or damaged book is your responsibility, and you will be expected to pay for it.

## SECTION C

### DISCIPLINARY GUIDELINES

#### NEWTOWN MIDDLE SCHOOL PHILOSOPHY OF DISCIPLINE

Relationships are at the core of our belief system at Newtown Middle School. Our staff takes a proactive approach to building and maintaining these relationships with students so that they feel connected with each other and our school. With this in place, students are more likely to be engaged in a positive way and to make better choices because they know they are cared for.

The word discipline comes from the Latin word disciplina, meaning “instruction and training”. It is derived from the root word discere - “to learn”. That is what we believe. Discipline is an active teaching and learning process that reflects the mission and core beliefs of the Newtown Success-Oriented School Model. Quality behavior emphasizes appropriate habits of self-discipline, which are demonstrated by respect, responsibility, independence, and individual accountability. Research has shown that the best indicator of future success and happiness is self-control. We want to promote this in every way we can, especially through discipline when a student does not demonstrate the best version of themselves.


We know that children will make mistakes. It is one way we all learn. When these mistakes arise, we want kids to own them, fix them, and learn from them. We truly view these errors in judgment as opportunities for learning and take a restorative approach in remedying them. Therefore, working with their teachers, students who violate school rules develop plans to correct their mistakes. This approach emphasizes solutions to problems rather than punishment. If a student makes an error in judgment that cannot be easily rectified by the student and teacher, the teacher may refer the student to the appropriate administrator who then works with the student to determine the cause of the conflict and to develop a plan that will "make it right" (restitution). These plans take time to create and implement; we will provide students that time and support needed through a variety of methods, which may include detentions, community service, and suspensions. When appropriate, a consequence is also assigned. We always discipline with dignity.

The home-school partnership is a valued cornerstone of our work with students and our belief system. This is why teachers and/or administrators notify parents/guardians of all discipline interventions and plans. If a plan is not working, the matter is revisited. Repeat offenders are referred to the MTSS Team and/or an administrator, as well as to the appropriate school counselor to implement a more robust support plan.

#### BEHAVIORAL EXPECTATIONS

##### **Level I – Interventions and Consequences**


Level 1 violations are typically less serious behaviors regarding school expectations. Before the behavior concern is communicated home, students typically meet first with a teacher to discuss the issue and to review school and district policies to support them in making better decisions in the future. If the behavior(s) continue, teachers will contact home to provide more support for the student in making good decisions. If an extra layer of support is necessary because the behaviors(s) still continue, the dean/administration will get involved to meet with the student and contact home. Interventions and consequences below may vary depending on the nature of the offense and the student’s prior history or behavior.

Behaviors	Interventions and Consequences			
				
<b>Dress Code Violation</b>	Change of Clothes/Warning	Parent brings appropriate clothes/Administrative Detention	Parent meeting with administration	Community service
<b>Inappropriate behavior/ disrespect in class/hallways/ school events</b>	Teacher discussion with student	Teacher contact home and teacher issued consequence	Teacher contact home and teacher issued consequence with extra support provided	Administration meets with student & issue detention / community service / suspension
<b>Disruptive Behavior</b>	Teacher discussion with student	Teacher contact home and teacher issued consequence	Teacher contact home and teacher issued consequence with extra support provided	Administration meets with student & issue detention / community service / suspension

<b>Inappropriate Language/Gestures/Writings</b>	Teacher discussion with student	Teacher contact home and teacher issued consequence	Teacher contact home and teacher issued consequence with extra support provided	Administration meets with student & issue detention / community service / suspension
<b>Insubordination</b>	Teacher discussion with student	Teacher contact home and teacher issued consequence	Teacher contact home and teacher issued consequence with extra support provided	Administration meets with student & issue detention / community service / suspension
<b>Inappropriate Use of Technology</b>	Teacher discussion with student	Teacher contact home and teacher issued consequence	Teacher contact home and teacher issued consequence with extra support provided	Administration meets with student & issue detention / community service / suspension
<b>Tardiness</b>	Teacher discussion with student	Teacher contact home and teacher issued consequence	Teacher contact home and teacher issued consequence with extra support provided	Administration meets with student & issue detention / community service / suspension
<b>Inappropriate Physical Contact</b>	Teacher discussion with student	Teacher contact home and teacher issued consequence	Teacher contact home and teacher issued consequence with extra support provided	Administration meets with student & issue detention / community service / suspension
<b>Cut Classes</b>	Teacher contact home and teacher issued consequence	Community Service	Suspension	Parent Meeting to create plan
<b>Leaving Class at High Rate</b>	Teacher discussion with student	Teacher contact home and teacher issued consequence	Teacher contact home and limit the number of times leaving class	Student placed on hallway plan
<b>Arrival &amp; Dismissal Procedures Violation</b>	Teacher discussion with student	Administration contact home	Administration contact home with final warning	Student placed on hallway plan

## Level II – Interventions and Consequences

Level II infractions are typically behaviors that are more disruptive in nature or may have been exhibited previously. Level II behaviors may lead to in-school suspension. Students normally meet with an administrator to discuss the seriousness of the issue and to plan strategies for better decision-making in the future. Parents will be contacted by the administrator.


<b>Behaviors</b>	<b>Interventions and Consequences</b>		
			
<b>Cheating &amp; Plagiarism</b>	Student receives a penalty and teacher contacts parent to discuss next steps	Student receives a zero, administration meets with student, parent contact, Restorative Worksheet	Student receives a zero, administration meets with student and parent & Community Service
<b>Mean/Cruel Behavior Towards Others</b>	Teacher contact home and teacher issued consequence	Administration discussion with student & Community Service / Suspension	Suspension
<b>Inappropriate Cafeteria Behavior</b>	Teacher discussion with student	Administration contact home and temporary assigned seat issued	Administration contact home and temporary removal from the cafeteria
<b>Forgery/Falsifying Documents</b>	Administrative discussion with student	Detention/Community Service	Community Service/Suspension
<b>Gambling</b>	Administrative discussion with student	Detention/Community Service	Community Service/Suspension
<b>Harassment of Other Students or Staff</b>	Administration discussion with student & detention	Community Service/Suspension	Suspension
<b>Leaving School Grounds Without Permission</b>	Administration discussion with student & detention	Community Service/Suspension	Suspension
<b>Possession of Laser Pointers, Lighters, Matches and/or Other Contraband</b>	Administration discussion with student & detention	Community Service/Suspension	Suspension




## Level III & IV – Interventions and Consequences

Level III & IV concerns are typically more serious behaviors that are disruptive to the educational process and the school community. Level III & IV behaviors are in direct conflict with district policies and/or law. Level III & IV consequences may include in or out-of-school suspension, expulsion, and/or police involvement. Students will meet with an administrator to discuss the serious nature of the behavior. Parents will be contacted to review the student's behavior, the implications the violation has on the educational community, and the consequences that will result. Students at Level III & IV will also be referred to counseling. Interventions and consequences below are dependent on the nature of the offense, the student's prior history or behavior, and mandatory actions that may be required by the Newtown Board of Education (BOE) and/or the police.

### Level III – Interventions and Consequences

Behaviors	Interventions and Consequences 		
<b>Alcohol/Drugs/Tobacco/ Paraphernalia/ Possession/Use</b>	1-3 day in-school suspension; loss of a maximum of 30 days of school-based activities; parent contact & referral to support staff	5 day school suspension; loss of a maximum of 45 days of school-based activities & referral to support staff	10 Day school suspension; loss of a maximum of 60 days of school-based activities; may lead to police involvement, meeting with the superintendent and/or to the BOE for mandatory expulsion hearing
<b>Racial Slurs and/or Derogatory Comments</b>	Community Service and/or 1-3 day in-school suspension & referral to support staff	5 day school suspension & referral to support staff	10 Day school suspension; may lead to police involvement, meeting with the superintendent and/or to the BOE for mandatory expulsion hearing
<b>Bullying / Cyberbullying</b>  Mandatory Letter to Assistant Superintendent	1-3 day in-school suspension; parent contact & referral to support staff	5 day school suspension & referral to support staff	10 Day school suspension; may lead to police involvement, meeting with the superintendent and/or to the BOE for mandatory expulsion hearing
<b>Disruption to Educational Process</b>	1 days in-school suspension	3 day school suspension & referral to support staff	5 day school suspension; referral to support staff
<b>False Alarms</b>	1 days in-school suspension	5 day school suspension & referral to support staff	5 day school suspension, may lead to police involvement, meeting with the superintendent and/or to the BOE for mandatory expulsion hearing
<b>Physical Aggression/Fighting</b>	1-5 day in-school or out of school suspension; parent contact & referral to support staff	5 day school suspension & referral to support staff	10 day school suspension; may lead to police involvement, meeting with the superintendent and/or to the BOE for mandatory expulsion hearing
<b>Inappropriate Sexual Behavior</b>	1-3 day in-school suspension; parent contact & referral to support staff	5 day school suspension & referral to support staff	10 day school suspension; may lead to police involvement, meeting with the superintendent and/or to the BOE for mandatory expulsion hearing
<b>Theft</b>	Community Service / Suspension & Restitution  Plus, student liability for reimbursement to the school/person for the replacement of stolen property	3 day school suspension & Restorative Practice  Plus, student liability for reimbursement to the school/person for the replacement of stolen property	10 day school suspension; may lead to police involvement, meeting with the superintendent and/or to the BOE for mandatory expulsion hearing  Plus, student liability for reimbursement to the school/person for the replacement of stolen property
<b>Vandalism</b>  <b>Destruction of school property (i.e. bathroom, Chromebooks, etc.) and/or property belonging to others</b>	Community Service / Suspension & referral to support staff  Plus, student liability for reimbursement to the school for the replacement of the damaged property	3 day suspension & referral to support staff  Plus, student liability for reimbursement to the school for the replacement of the damaged property	10 day school suspension; may lead to police involvement, meeting with the superintendent and/or to the BOE for mandatory expulsion hearing  Plus, student liability for reimbursement to the school for the replacement of the damaged property

## Level IV – Interventions and Consequences

Behaviors	Interventions and Consequences
<b>Intent to Sell (Alcohol/Drugs/Tobacco/Paraphernalia)</b> <b>Threatening/Endangering/Students and/or Staff</b> <b>Weapons – Possession/Use</b>	 Administration will investigate and determine the level of consequence for these serious behaviors. These consequences may include out-of-school suspension, police involvement, and/or a recommendation to the superintendent and/or BOE for mandatory expulsion hearing.

### CELL PHONES

While at school we expect students to engage in our school experiences which include engagement in academic exploration and community activities. Cell phones are a distraction from attending to the school experiences and research suggests that it has a negative impact on students social-emotional well-being and a distraction from their learning. The expectation is that cell phones are in their lockers from 7:50 - 2:32 unless they have a medical exemption. Any student that would like to contact their families can do so with one of the office phones. Students that violate the NMS Cell Phone Rules will have the following interventions.

<b>1st Offense</b>	Cell Phone turned into one of the offices and the student can pick it up at the end of the day
<b>2nd Offense</b>	Cell Phone turned into one of the offices and arrangements are made for the parents to pick them up
<b>3rd Offense</b>	Cell Phone turned into one of the offices and arrangements are made for the parents to pick them up Admin-Parent Meeting
<b>4th Offense</b>	Cell Phone turned into one of the offices and arrangements are made for the parents to pick them up Community Service & Student must turn phone into C-Wing Office for 1 month at the beginning of each school day
<b>5th Offense</b>	Student loses privilege to bring cell phone to school
<b>Future Offenses</b>	If a student again violates this rule, the student will serve one day of in school suspension Progressive discipline will be enacted for future violations

## SECTION D

### ACADEMIC INFORMATION

#### ACADEMIC CONCERN/RETENTION PROCEDURE

##### **After First Marking Period**

- Concern list is compiled by cluster teachers, counselor and administrator
- Counselor meets with students failing one or more core subjects
- Parents conference with teachers in the fall
- Cluster revises or develops Multi-Tiered System of Supports (MTSS) plans based on academic concerns

##### **After Second Marking Period**

- Concern list reviewed and revised by teachers, counselor and administrator
- Counselor meets with students who have multiple D's and F's in core classes to create an action plan
- Parents of those students with multiple D's and F's will be invited in for spring conferences with cluster teachers
- Cluster revises or develops MTSS plans based on academic concerns
- A letter from the principal will be sent to the parents of students with multiple D's and F's in core classes

##### **After Third Marking Period**

- Concern list reviewed and revised by teachers, counselor and administrator
- Cluster revises or develops MTSS plans based on academic concerns
- A letter will be sent to parents of students with the potential of failing two or more core subjects to schedule a meeting
- Students who receive a letter will conference with the principal, counselor, and parents to review/revise an action plan and will be given summer school information

#### ACHIEVEMENT RATINGS

Outstanding Progress	A+ (97-100)	A (93-96)	A- (90-92)
Very Good Progress	B+ (87-89)	B (83-86)	B- (80-82)
Satisfactory Progress	C+ (77-79)	C (73-76)	C- (70-72)
Needs to Improve, Poor Progress, Passing	D+ (68-69)	D (66-67)	D- (65)
Unsatisfactory, Work not acceptable with respect to individual ability, Failing	F=Below 65	NM=No Mark	P/F=Pass/Fail I=Incomplete

#### CHANGING OF GRADES

Deadline for teachers to make changes to grades is 2 weeks from the date the report card is issued. Grade changes are for incomplete grades due to overdue assignments, illness, etc. After 2 weeks, an incomplete grade may become an "F". Extenuating circumstances will be considered on an individual basis.

#### HOMEWORK

Homework is the independent practice of the content and skills learned at school. The expectation is that daily homework assignments are due the next day.

- Students will not earn credit for late homework. Students who are absent will have additional time to turn in their homework. Zeros for homework missing due to absence will be entered into the PowerSchool until the missing work is completed and those zeros would have a comment or absence flag to distinguish them from actual earned homework zeros.
- Students can still earn credit for long-term assignments if not completed on the due date; however, there may be a late penalty.
- There will be discretion for students with circumstances.
- Homework will not count for more than 20% of the overall grade for the marking period.

## **HONOR ROLL**

Achievement grades in all subjects will be considered to determine eligibility for the honor roll. A student must receive an overall achievement grade average of 85% or higher. A grade of C+ or lower in any subject will exclude you from the honor roll.

Numerical Values for Letter Grades:

A+ (97-100)	C+ (77-79)
A (93-96)	C (73-76)
A- (90-92)	C- (70-72)
B+ (87-89)	D+ (68-69)
B (83-86)	D (66-67)
B- (80-82)	D- (65)

NM = No Mark

F= Below 65

## **PROGRESS REPORTING**

### **Report Cards and Interim Progress Updates**

There are four Report Card Terms each school year. To view your child's academic progress, please visit the PowerSchool Parent/Student Portal through the web link on our website. If you would like to request a paper copy of a Report Card or Interim Report please contact our School Counseling Office.

### **Teacher Parent Conferences**

The entire faculty is available for scheduled conferences on early dismissal days in the fall and the spring.

## **STANDARDS FOR PARTICIPATION IN SCHOOL ACTIVITIES**

Participation in field trips, activities, and the Moving-Up ceremony is very important for the growth of our students and we will work with families to ensure all students are able to attend these events. Participation in field trips will require parent permission slips. Please reach out to Jim Ross at (203)270-6101 if there are financial constraints so that we can provide scholarships for your student. Students that are unable to consistently follow the NMS School Code of Conduct may jeopardize their participation in these activities.

## **STANDARDS FOR PROMOTION/SUMMER PROGRAM**

**In order to advance to the next grade, grade 7 and 8 students must pass three of the four core subjects (language arts, math, science and social studies).** If a student passes only two of the core subjects, he/she may need to attend the summer program in order to be promoted. If the student passes only one course, or passes two courses but does not attend the summer program, he/she may be retained.

## SECTION E

### ACTIVITIES

**WHEN SCHOOL IS CANCELED, ALL SCHEDULED ACTIVITIES ARE CANCELED.**

#### **AFTER SCHOOL GAMES**

If students plan to attend games, they are not allowed to remain in the school unsupervised until the games begin and may re-enter the building 15 minutes before the start of the game. If a student attends a game and leaves the school grounds, they will not be able to re-enter the game unless they have permission from a school staff member.

#### **CLUBS & INTRAMURAL SPORTS**

These programs offer a variety of opportunities for our students. Listen to the morning announcements for information on clubs and intramural sports. **Students that are absent are not eligible to participate in or practice for that day.**

#### **EIGHTH GRADE MOVING-UP DINNER DANCE**

The purpose of this eighth grade Moving-Up Dinner Dance is to provide a continuing social opportunity reserved for eighth grade students only at Newtown Middle School. Dinner is included in the cost of the ticket. Middle School age appropriate party attire is recommended.

**Parents: Please avoid scheduling medical, dental, or other appointments for your child between 8:00<sub>AM</sub> and 2:32<sub>PM</sub> on this date. Early dismissals are not permitted.**

Students must attend school for the entire day in order to be admitted to the Moving-Up Dance.

Students are not allowed to arrive in a limousine.

Attire is semi-formal. Boys are encouraged to wear a collared button shirt with khaki type pants. Jackets are not required.

Students need to adhere to the Board of Education & NMS dress code guidelines at this school event.

#### **INTERSCHOLASTIC SPORTS**

Interscholastic sport teams at Newtown Middle School include boys' baseball and basketball and girls' softball and basketball, cross country and track and Unified sports. Tryouts for these teams begin in the fall and spring. Listen to the morning announcements for the time and place of tryouts. **Students that are absent are not eligible to participate in practice or games for that day.**

**In order for students to remain academically eligible, students may not fail more than one credit-bearing course per quarter, AND must maintain at least a 70 grade point average each quarter.** Any student who does not meet these minimum eligibility standards will be immediately declared ineligible. *Students who are declared academically ineligible may not practice or engage in games with or try out for a team. A student-athlete who is declared academically ineligible during a sport season may only try out if no student-athletes were cut at the same level during the original tryout*

Participants must also have a current year physical on file. Physicals must be on the CT State Health Assessment Record and must be submitted to the Health Office before try-outs.



## SECTION F

### PARENT INFORMATION

#### **ACCIDENT INSURANCE**

On a yearly basis, Newtown Public Schools purchases an Interscholastic Insurance for all injuries sustained in Interscholastic sports for all grades and a mandatory Accident Plan for all students for school-time related injuries on school property. These insurance plans are in excess of all primary insurance plans the injured party carries. If the injured party has no insurance then these plans become the primary. Newtown Public Schools no longer provides the option to purchase an insurance plan for their children. Please see the district website under the Parents tab at the very top of the page and click on the link Student Accident Insurance Info or click the following link: <https://www.newtown.k12.ct.us/StudentAccidentInsurance>

#### **ADDRESSING CLASSROOM CONCERNS**

Your concern must first be brought to the attention of the appropriate teacher. If the matter is not satisfactorily resolved, you are encouraged to discuss your concern with the administrative team.

If, after meeting with the principal, you feel that the matter has not been satisfactorily resolved at the school level, you may then put an appeal in writing to the Superintendent of Schools. The Superintendent will attempt to resolve the matter quickly and will communicate a decision in writing. If you are not satisfied with the Superintendent's decision, an appeal in writing should be addressed to the Board of Education. After a review and hearing by a committee of the Board of Education, the Board will render its decision in writing.

#### **ATTENDANCE PROCEDURES**

To report your student absence, early dismissal or late arrival please complete the **Absence Reporting Form** in **PowerSchool** under bulletins. Parents/Guardians must be signed into [PowerSchool Parent Portal](#) with their own PowerSchool ID. Email the attendance office at [NMSAttendance@newtown.k12.ct.us](mailto:NMSAttendance@newtown.k12.ct.us) with any questions. If your student is absent due to illness, please provide specific symptoms your child is exhibiting, such as fever, cough, nausea, etc. Parents/Guardians that report their student absent using PowerSchool will receive an email verification by 10AM. Parents/Guardians will be alerted via a PowerSchool notification if your child is absent from homeroom. You may still leave a voicemail on the attendance line 203.270.6145, but we encourage all parents to complete the form on PowerSchool.

When your child is absent for more than one day due to illness, parents may request assignments by calling the School Counseling office at (203)426-7644. Please allow 24 hours for this material to be compiled. All work missed during your absence must be made up within a reasonable period of time following your return to school.

If your child will be absent from school for an extended period of time due to accident or illness, you may initiate procedures for homebound tutoring through the School Counseling Office. **Personal vacations which do not coincide with the district's vacation schedule are not considered a legal absence from school.** However, all requests to take students out of school for personal vacations should be directed in writing to the C-Wing Office.

An undocumented absence occurs when a student is absent for the entire school day or part of a day without parental consent, or with parental consent when the school deems that consent is not to be in the best interest of the student.

#### **TARDY**

It is the expectation of Newtown Middle School that students arrive at school on time to receive the maximum benefits of classroom instructions. Parents will be notified of their child's tardy record. A pattern of tardiness will require the school to take action.

#### **CHILD CUSTODY**

If parents have specific custody arrangements about the rights or lack of rights of one of the parents to pick up the child at school, it is very important that the school is given a copy of the legal document issued by the court. The custodial parent(s) should also make an appointment with the principal to discuss the Agreement.

## **EMERGENCY PROCEDURES**

- In state or national emergency situations, the Governor will give us information about the threat or order the closing of all public facilities. Building-based Crisis Management Teams will lead the implementation of the emergency procedures. We will coordinate our efforts with other town services including the health department, police, and fire departments.
- During emergency situations, children need to feel they are safe and that they will not be abandoned. They should be in a familiar environment with people they know. Therefore, our goal is to provide as normal a routine as is possible given the situation. If we need to dismiss, we will follow the regular procedures and add appropriate actions to ensure emotional security during such a dismissal.
- In the event you decide to remove your child from school, **please go to the main (B-Wing) office**. This process will allow us to monitor the location of all students. In grades K-8, we will only release a child to his/her parent or guardian, or to an adult you designate specifically for this purpose. In grades 9-12, parents may communicate with the school to arrange for their children to be released to a person listed on the emergency information card.

## **HEALTH EDUCATION PROGRAM**

The Newtown Board of Education has adopted a comprehensive health curriculum that emphasizes wellness, safety, life management skills, and decision-making. In the middle school, units include the following: Safety, Social/Emotional Health, Substance Use/Abuse, Healthy Body, Disease Prevention/Management (including HIV/AIDS), and Growth and Development.

## **HEALTH SERVICES**

For the latest information visit Newtown Public Schools Health Services Homepage: [Newtown Public Schools Health Services](#)

## **PRE-ENTRANCE REQUIREMENTS FOR ENTERING STUDENTS**

1. Physical Examinations are required before entry into Pre-school, Kindergarten, prior to school enrollment (if a new student coming from outside the state of CT) and in Grades 6 and 10. (A physical exam done within one year is acceptable). [CT State Health Assessment Record](#)
2. State and local laws require the following immunizations to be completed **before** entry into school for grades 7-8:

<b>HEP B:</b>	3 doses, last dose on or after 24 weeks of age
<b>TDAP/TD:</b>	1 dose for students who have completed their primary DTaP series. Students who start the series at age 7 or older only need 3 doses of tetanus-diphtheria containing vaccine, one of which must be Tdap
<b>POLIO:</b>	At least 3 doses. The last dose must be given on or after 4th birthday
<b>MMR:</b>	2 doses separated by at least 28 days, 1st dose on or after 1st birthday
<b>VARICELLA:</b>	2 doses separated by at least 3 months-1st dose on or after 1st birthday; or verification Of disease. 28 days between doses is acceptable if the doses have already been administered.
<b>HEPATITIS A:</b>	2 doses given six calendar months apart, 1st dose on or after 1st birthday
<b>MENINGOCOCCAL:</b>	1 dose

**NOTE:** Laboratory confirmation of immunity is only acceptable for Hepatitis B, Measles, Mumps, Rubella, Hepatitis A, and Varicella. Verification of Varicella Disease needs to be confirmed in writing by a MD, PA, or APRN that the child has a previous history of the disease, based on family or medical history.

## **EXEMPTIONS**

1. Religious (proper forms are required)
2. Medical (certification from a physician stating that the immunization is contraindicated)
3. **TUBERCULIN TESTING:** This applies to foreign and foreign-born students (new entrants and Kindergarten students) entering from a high risk country\*. Physician's verification of a tuberculin test (Mantoux) given in the USA, including the date given and the results of the test.

- **\*High Risk Country (As identified by the Center for Disease Control)** – Central and South America, Philippines, Asia, India, Haiti, Russia, Africa and Dominican Republic.
- **RESPONSIBILITY FOR COMPLIANCE with the State Immunization and Local Laws lie with the PARENTS.** The immunization record **MUST** be one that provides the necessary information about the type, date, and dosage and is to be signed by a physician. A health record from the previous school will also be accepted.

State requirements **require written** evidence of immunization, signed by your doctor, provided to the school prior to enrollment of student:

All requests for exemptions from immunizations based on religious grounds must be by written notification by the parent. Medical exemptions must be by order from a physician (MD) licensed to practice medicine in the United States.

Exemption forms may be obtained from the health office.

**Physical examinations** are also required for new entrants: **Sports physicals** are required for tryouts and athletic team participation and must be updated yearly. Physicals must be performed by a legal practitioner of medicine. Forms may be obtained on-line or from the health office.

### **HEALTH SERVICES - SCREENING PROGRAMS**

The following screening programs are conducted at Newtown Middle School:

**7<sup>th</sup> grade** – Scoliosis screening      **8<sup>th</sup> grade** – Hearing and scoliosis screening

### **HEALTH SERVICES - ADMINISTRATION OF MEDICATION**

Nurses/trained school personnel may administer medication during school hours with the written permission of a parent **and** the written order of a physician. **Medication forms** may be obtained on our website or from the health office. Medication should not be transported by the student on the school bus, with the exception of inhalers and EpiPens. Here is the link for the necessary forms on the Student Health Services Website: [Newtown Public Schools Health Services Offices](#)

**Medication to be given should be brought to the school in the original prescription bottle by the parent and must be identified with the following:**

- |                       |                  |                                 |
|-----------------------|------------------|---------------------------------|
| - prescription number | - student's name | - medication name               |
| - dosage              | - doctor's name  | - directions for administration |

### **HEALTH SERVICES - EXCLUSION FOR COMMUNICABLE DISEASES**

Students with a communicable/infectious disease or condition may need to be excluded from school pending medical diagnosis treatment. Some of the most common diseases/conditions requiring possible exclusion are chicken pox, strep throat, skin rashes, lice, pneumonia, etc.

For addition information or questions about any disease or condition please contact the school nurse at 203-426-7636.

### **HEALTH SERVICES - PHYSICAL EDUCATION EXCUSES**

Students may be excused from a PE class for a maximum of two classes with a parent/guardian note. Excuses greater than two days require a note from a medical doctor. Excessive use of a parent's notes will necessitate a conference with a PE teacher and nurse. A student physically unable to participate will be required to complete a written assignment during class period. A student with a long term absence will be required to complete an in-depth research assignment.

### **HEALTH SERVICES - GENERAL SUGGESTIONS**

1. Sick children having temperatures of 100 degrees or above, vomiting, or other serious conditions, etc. will be sent home at the discretion of the nurse.
2. First aid will be given if your child is injured at school. If the ambulance or further medical attention is necessary, we will attempt to notify you immediately. Please update your child's health emergency form as information changes.

3. Children with rashes may be excluded pending diagnosis.
4. A child should have a normal temperature for 24 hours before returning to school after an illness.
5. Parents are responsible for reporting any special health problems or students with allergies to the school nurse. If medication is required follow the "Administration of Medication" policy.

Please contact the nurses for additional information at 203-426-7636 or Fax 203-270-4553(attention Health Office)

### **HEALTH SERVICES - PASSES**

Students will not be admitted to the Health Office without passes except in emergencies. Students should first report to their classes and obtain passes from the teacher. Students who are ill may not leave school without first reporting to the nurse.

### **INCLEMENT WEATHER**

In the event school is canceled, delayed, or closing early due to inclement weather or other reasons, the Superintendent will send a message to parents. If you wish to receive these alerts you will need to sign up in PowerSchool. The announcement will also be posted on the district website, [newtown.k12.ct.us](http://newtown.k12.ct.us).

### **NEWS RELEASES**

If you prefer that your child's photo not be published please opt out in PowerSchool under Signatures & Opt Outs.

### **P.P.T. SCHEDULE ON DELAYED-START DAYS**

If there is an unscheduled delay, all PPTs scheduled before 10:30AM will be canceled. PPT's scheduled for 10:30AM or after will take place according to the scheduled period time for the day.

### **PTA BOARD - 2024-25 SCHOOL YEAR (EMAIL ADDRESS: [newtownmspta@gmail.com](mailto:newtownmspta@gmail.com))**

**President:** Heymi Colon

**Vice President:** Jessica Kenney

**Secretary:** Sheila Miller

**Treasurer:** Rachel Mele

**Faculty Representative:** TBD

### **SCHOOL LUNCH PROGRAM**

The food service department provides a daily lunch program. A student lunch includes: one entrée, 2 bread or grain components, one 8 oz. milk and fruit and vegetables selections.

Student meals are planned with the USDA approved *Food Based Menu Planning* approach for school lunch. Planned lunch menus will supply at least one-third of the Recommended Dietary Allowance (RDA) for calories, protein, Vitamins A and C, calcium, and iron and will supply no more than 30% calories from fat and no more than 10% calories from saturated fat (analyzed over a one-week period).

The menu is published in the Newtown Bee, and is on the Newtown School District website under [Nutrition & Lunch Menus](#).

If you have any questions regarding how the school lunch program can accommodate students with dietary restrictions, please contact the Director of Food Services, John Morris at (203)426-7637. (This is handled on an individual case-by-case basis).

Applications for free and reduced price meals can be found on the district website under the Parent tab/Nutrition and Lunch Menus under Announcements.. If you need a paper application please contact the C-Wing office at (203)426-7638 and one will be sent home with your student. Applications should be returned to the Newtown Food Service Department, Newtown High School, 12 Berkshire Road, Sandy Hook, CT 06482 Attention: Jacki Kulikowski. For more information regarding the school lunch program, please visit the Newtown School District website. Click on the following link: [Nutrition & Lunch Menus](#)

- The monthly school lunch menu
- Information regarding My School Bucks and Point of Service System
- Nutrition news from the dietitian
- And much more!!!

Any questions should be directed to the Food Service Department (203) 426-7637.

### **STUDENT RECORDS**

You have the right, upon written request, to inspect or review all material that is incorporated in your child's cumulative record folder. This would include all materials intended for school use or that would be available to parties outside the school system. If a student moves to another school system, records cannot be forwarded unless all the financial obligations for lost books, etc. have been met.

## **VISITORS AND VOLUNTEERS**

Upon entering Newtown Middle School, each person will be asked to show a form of photo identification to the security guard. The visitor will then sign-in and be given a pass. Upon leaving, each visitor is to sign-out and return the pass to the security guard.

## **SECTION G**

### **DISTRICT POLICIES**

For the required district annual notifications policies and notices please click [here](#).

For a complete list of all District Policies please visit Newtown Board of Education's Homepage. Click on the following link to access Newtown Public Schools Policies. ([Newtown BOE Policies](#))