

DIGHTON-REHOBOTH REGIONAL HIGH SCHOOL



STUDENT-PARENT HANDBOOK 2016 - 2017

www.drregional.org

English: If you need this, or any other document, translated into a different language please notify the building principal

French: Si vous avez besoin de ce ou tout autre document, traduit dans une autre langue s'il vous plaît aviser le directeur du bâtiment

Spanish: Si usted necesita esto, o cualquier otro documento, traducido a un idioma diferente por favor notifique al director de la escuela.

Portuguese: Se você precisa disso, ou qualquer outro documento, traduzido para um idioma diferente, por favor avise o edifício diretor.

The handbook is currently available online. To request a hard copy, please contact the main office.

Dighton-Rehoboth Regional High School
Student/Parent Handbook
2016 - 2017

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Dighton- Rehoboth Regional School District does not discriminate based on race, color, religion, gender, sex, national origin, age, marital status, veteran status, disability, sexual orientation, gender identity, or any other legally protected group.

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INTRODUCTION

Welcome to Dighton-Rehoboth Regional High School! We welcome the opportunity and challenges that the coming year will bring us and look forward to working with you to make this year at Dighton-Rehoboth an enjoyable and productive experience.

Please take advantage of all the opportunities afforded you by excelling in your classes, joining clubs and activities, and participating in our excellent athletic programs.

This handbook is provided so that you may familiarize yourself with the procedures, rules, and regulations necessary for any school to function effectively. Please read it carefully and keep it as a reference tool to assist you throughout the school year. If you have questions regarding anything in this handbook, please consult teachers, guidance counselors, or administrators.

Together we can achieve excellence, and we look forward to another great year through good communication, cooperation, and mutual respect.

Good luck to you all!

Sincerely,

Kevin P. Braga
Principal

Bruce Tench
Assistant Principal

Stasia E. Peters
Director, Career & Technical Education

Marie-Juanita DiGioia
Assistant Principal

Doug Kelley
Dean, Student Activities and Athletics

MISSION STATEMENT

The primary purpose of Dighton-Rehoboth Regional High School is to provide each student with the knowledge, skills, sensitivity, and social responsibility to become a contributing citizen and lifelong learner in our ever-changing world. In collaboration with parents and the community, we prepare each student to meet the challenges and opportunities of the future by stressing high expectations and standards for students and staff members alike in a school environment which blends tradition and innovation.

Adopted: March 14, 2001, Dighton-Rehoboth Regional High School Faculty
March 27, 2001, Dighton-Rehoboth Regional School Committee.

Modified: October, 2014, as per recommendation of NEASC

ACCREDITATION STATEMENT

Dighton-Rehoboth is accredited by the New England Association of Schools and Colleges, Inc., a non-governmental, nationally recognized organization whose affiliated institutions include elementary schools through collegiate institutions offering postgraduate instruction.

Accreditation of an institution by the New England Association indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer group review process. An accredited school or college is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation,

Accreditation by the New England Association is not partial but applies to the institution as a whole. As such, it is not a guarantee of the quality of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities to students who attend the institution.

Inquiries regarding the status of an institution's accreditation by the New England Association should be directed to the administrative staff of the school. Individuals may also contact the Association.

NAME OF COMMISSION
NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES
209 BURLINGTON ROAD
BEDFORD, MASSACHUSETTS 01730-1433

NOTE: Dighton-Rehoboth Regional High School is currently waiting for our full report from the 2014 NEASC visit

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STATEMENT OF PURPOSE

Dighton-Rehoboth Regional High School seeks to provide students with a secondary education that will best help them live a life of accomplishment and satisfaction, while encouraging individuals to be lifelong learners. Our school contributes to the growth of the whole person: physically, emotionally, and intellectually. We endeavor, then, for our students to leave our school with an understanding of the world relative to age and ability, a foundation for further learning, both independently and collaboratively, and a desire to pursue wisdom indefinitely.

We strive to foster in our students integrity, creativity, persistence, humor, community spirit, and respect for other people. We provide opportunities that promote accomplishment in a variety of fields, healthy competition, and individual and group achievement.

It is our hope that this handbook will fulfill its purpose and inspire the students of our school to participate in activities, become engaged by our various curricula, and contribute to the good of our school and community as a whole.

STUDENT HANDBOOK REVISION

The Education Reform Act of 1993 legislated that: “The School Council shall review the Student Handbook each spring to consider changes in disciplinary policy to take effect in September of the following school year, but may consider policy changes at any time.” The committee charged with reviewing this Handbook included a collaborative group, including administration, teaching staff, parents, and students.

CORE VALUES AND BELIEFS ABOUT STUDENT LEARNING

RESPECT

The school community supports high academic, personal, and professional standards for all its members, including staff, students, and the community at large through understanding and acceptance.

RESPONSIBILITY

The school community promotes and encourages positive behavior, continuous academic growth, and effective communication in all its members.

INTEGRITY

The school community fosters a learning environment in which all individuals demonstrate acceptance, honesty, courtesy, and mutual appreciation in both the academic and social contexts of the school.

EXCELLENCE

The school community creates rigorous, relevant opportunities for all its members to achieve high standards of performance through the mastery of communication, goal-setting and critical thinking skills.

INDEPENDENCE

The school community embraces each person's individuality and prepares its members for real world challenges by encouraging and instilling creativity, prioritization, and organization.

21ST CENTURY LEARNING EXPECTATIONS

The Dighton-Rehoboth Regional High School student will:

- Articulate thoughts and ideas clearly and effectively using multiple tools and media for a variety of purposes;
- Work independently and collaboratively to solve problems, analyze information, and create original products;
- Use digital and other research tools to access, evaluate and effectively apply information appropriate for a variety of tasks and learning opportunities;
- Value and demonstrate personal responsibility, reliability, cultural understanding, and ethical behavior;
- Effectively apply knowledge to construct original products and ideas and to generate solutions to problems

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EXPECTATIONS FOR STUDENT LEARNING

ACADEMIC: The Dighton-Rehoboth Regional High School student:

- A1. speaks and writes clearly;
- A2. is a critical listener, reader and viewer;
- A3. uses a variety of methods to analyze and solve problems efficiently;
- A4. is able to access multiple sources of information in order to develop informed opinions, conclusions, and values;
- A5. is able to evaluate the need for and utilize appropriate technology;
- A6. reads and responds to a variety of literature.

CIVIC: The Dighton-Rehoboth Regional High School student:

- C1. is able to distinguish fact from opinion and truth from propaganda;
- C2. understands his/her role in community, state, nation, and world;
- C3. understands the events for the present through the experiences of others past and present, real and fictional.

SOCIAL: The Dighton-Rehoboth Regional High School student:

- S1. is confident, independent, self-reliant, and proactive in decision-making;
- S2. demonstrates tolerance or other appropriate behaviors when responding to difficult situations;
- S3. possesses personality traits and attitudes that will be welcome in society;
- S4. demonstrates a sense of pride in his/her accomplishments;
- S5. is able to make responsible decisions;
- S6. employs strategies to maximize individual potential;
- S7. demonstrates the ability to work cooperatively;
- S8. possesses skills and interests that will lead to a lifetime of fitness.

STATEMENT OF NON-DISCRIMINATORY PRACTICES

Dighton-Rehoboth Regional High School shall provide a copy of this handbook in an alternative language, per the family's request. Should you require a copy in translation, please contact the Main Office, and translations of the Code of Conduct are available in Spanish and Portuguese. We will make every attempt to accommodate any translation needed for any school communication.

Dighton-Rehoboth Regional High School does not discriminate on the basis of race, color, religion, gender, sex, national origin, age, disability, sexual orientation, gender identity, or any other legally protected group in its admission of students, or access of students to all programs or activities offered by Dighton-Rehoboth Regional Schools, including athletics and extra-curricular activities.

The Dighton-Rehoboth Regional School District strives to prevent, oppose, and prohibit harassment or discrimination based on a student's race, color, religion, gender, sex, national origin, age, disability, sexual orientation, gender identity, or any other legally protected group, and will respond promptly and appropriately to any complaint or report of discrimination or harassment.

EQUAL EDUCATIONAL OPPORTUNITY

The Dighton-Rehoboth Regional School District complies with the following State and Federal Regulations

TITLE I: Title I of the Americans with Disabilities Act of 1990 prohibits discrimination, exclusion from participation, and denial of benefits on the basis of disability in the areas of employment.

TITLE II: Title II of the Americans with Disabilities Act of 1990 prohibits discrimination, exclusion from participation, and denial of benefits on the basis of disability in the areas of educational programming and activities.

TITLE VI: Title VI of the Americans with Disabilities Act of 1990 prohibits discrimination, exclusion from participation, and denial of benefits based on race, color, and national origin.

TITLE IX: Title IX of the Education Amendments of 1972 prohibits discrimination, exclusion from participation, and denial of benefits in educational programs based on sex.

SECTION 504: Section 504 of the Rehabilitation Act of 1973 prohibits discrimination in all public schools on the basis of race, color, sex, national origin, religion and sexual orientation.

In any of the above cases where an act of discrimination is charged, the person affected should refer his/her allegation to the compliance officer: Ms. Janet Griffith. Specific policies and procedures of the Dighton-Rehoboth School District may be found in Sections AC, ACA, ACAB, and ACE of our Policy Manual.

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DIGHTON-REHOBOTH REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE

Mr. Christopher Andrade, Chair

PO Box 427
Dighton, MA 02715

Term expires 2018
(h) 508-669-3683
candrade@drregional.org

Mrs. Katherine Cooper, Vice Chair

96 New Street
Rehoboth, MA 02769

Term expires 2018
(h) 508-977-7061
kcooper@drregional.org

Ms. Melissa Enos, Secretary

5 Orleans Way
Rehoboth, MA 02764

Term expires 2019
(h) 508-463-5081
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Mrs. Tiffany Bartholomew

67 Blanding Road
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Term expires 2017
(h) 508-557-1125
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Mrs. Eliza Couture

176 Center Street
Dighton, MA 02715

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128 Summer Street
Rehoboth, MA 02769

Term expires 2017
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hcross@drregional.org

Ms. Rachel Dingus

2408 Maynard Lane
N. Dighton, MA 02764

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(c) 401-450-9097
rdingus@drregional.org

Mr. Glenn Jefferson

270 Hillcrest Drive
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Term expires 2018
(h) 774-872-1031
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Mr. David Katseff

4 Apple Valley Drive
Rehoboth, MA 02769

Term expires 2018
(h) 508-252-3643
dkatseff@drregional.org

Mrs. Janice Terry

66 Walker Street
N. Dighton, MA 02764

Term expires 2017
(h) 508-823-1194
jterry@drregional.org

DIGHTON-REHOBOTH REGIONAL SCHOOL DISTRICT

DISTRICT ADMINISTRATION - CENTRAL OFFICE STAFF

2700 Regional Road
North Dighton, MA 02764
(508) 252-5000

Superintendent

Dr. Anthony Azar

aazar@drregional.org

Assistant Superintendent

District English Language Learner Liaison

Dr. Kerri Anne Quinlan-Zhou

kquinlan-zhou@drregional.org

District Business Manager

Ms. Catherine Antonellis

cantonellis@drregional.org

Director of Facilities

Mr. David Nappi

dnappi@drregional.org

Interim Director of Special Education

Ms. Janet Griffith

jgriffith@drregional.org

District Title VI Coordinator

**Title IX Coordinator,
District 504 Coordinator,
District Homeless Liaison**

Ms. Janet Griffith

jgriffith@drregional.org

504 COORDINATORS (BY SCHOOL)

Palmer River Elementary School:

Elise DuBois, Assistant Principal

Dighton Elementary School:

Rosie Borden, School Nurse

Beckwith Middle School:

Ann DiDomenico, Team Chairperson

Dighton Middle School:

Denise Wilkins, School Nurse

Dighton-Rehoboth Regional High School:

Designated Guidance counselor, and
Assistant Principal

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**DIGHTON-REHOBOTH REGIONAL HIGH SCHOOL
HIGH SCHOOL ADMINISTRATION**

**MAIN OFFICE
(508) 252-5025**

Mr. Kevin Braga	Principal	kbraga@drregional.org
Dr. Bruce Tench	Assistant Principal	btench@drregional.org
Ms. Marie-Juanita DiGioia	Assistant Principal	mjdegioia@drregional.org
Ms. Lesley Stahowiak	High School Secretary	lstahowiak@drregional.org
Ms. Lori Dias	High School Secretary	ldias@drregional.org
Mr. Doug Kelley	Dean of Student Activities/Athletics	dkelley@drregional.org

**CAREER & TECHNICAL EDUCATION
(508) 252-5030**

Ms. Stasia E. Peters	Director	speters@drregional.org
Ms. Terry Matteson	Secretary	tmatteson@drregional.org

**GUIDANCE
(508) 252-5050**

Mrs. Lisa Maidmont	Lead Counselor	lmaidmont@drregional.org
Ms. Linda Donahue	Counselor	ldonahue@drregional.org
Mr. William Garcia	Adjustment Counselor	wgarcia@drregional.org
Ms. Jessica Payne	Counselor	jpayne@drregional.org
Ms. Jacquelyn Tremblett	Counselor	jtremblatt@drregional.org
Ms. Kathy Shillan	Secretary	kshillan@drregional.org

**SPECIAL EDUCATION
(508) 252-5025**

Ms. Jamie Singhal	Coordinator	jsinghal@drregional.org
Ms. Martha Gordon	Secretary	mgordon@drregional.org

**NURSE
(508) 252-5025**

Ms. Dawn Dailey-Begin	School Nurse	ddailey@drregional.org
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SECTION ONE: ACADEMICS

BELL SCHEDULE

REGULAR DAY

Time	Green Day	Gold Day
7:17-8:47 90 minutes	1	1
8:51-10:19 88 minutes	2	2
10:23-12:18 89 minutes *Plus lunch	3	3
12:22-1:151 89 minutes	4	4

LATE START DAY – 1 HOUR DELAY

Time	Green Day	Gold Day
8:17-9:16 59 minutes	1	1
9:20-10:19 59 minutes	2	2
10:23-12:17 82 minutes *Plus lunch	3	3
12:21-1:151 87 minutes	4	4

LATE START DAY – 90 MINUTE DELAY

Time	Green Day	Gold Day
8:47-10:19 92 minutes	1	1
10:23-12:17 82 minutes *Plus lunch	3	3
12:21-1:04 43 minutes	2	2
1:08-1:51 43 minutes	4	4

LATE START DAY - 2 HOUR DELAY

Time	Green Day	Gold Day
9:17-10:19 62 minutes	1	1
10:23-12:17 82 minutes *Plus lunch	3	3
12:21-1:04 43 minutes	2	2
1:08-1:51 43 minutes	4	4

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GRADING SYSTEM

STUDENT INFORMATION SYSTEM

Dighton-Rehoboth School District utilizes the “X2” software package to maintain student information, scheduling, attendance, discipline, and grading. A student’s profile is available online through a parental login, and can be accessed through a hyperlink that is on the School’s webpage. If you do not have a login or need help, please contact the Guidance Office at (508) 252-5050.

MARKING SYSTEM

A - 90 or above	SUPERIOR
B - 80 to 89	Outstanding
C - 70 to 79	Average
D - 65 to 69	Below Average, but passing
P - 65 and above	Passing
F - below 65	Failing

GRADED WEIGHT SYSTEM

In courses designated as “Honors Level” or level 2, a ratio of 1.10 is used to increase the value of the grade. In courses designated as “Advanced Placement” or “AP ” level 1, a ratio of 1.25 is used to increase the value of the grade. In courses designated as “College Prep” level 3, a ratio of 1.0 is used.

Note: the grade received on the report card is not changed, but the grade point average in figuring rank-in-class does become affected by these ratios.

Level	Description	Increment
1	Advanced Placement	1.25
2	Honors	1.10
3	College Prep/Vocational	1.0

REPORT CARDS

Report cards are issued four times each school year through the Student Information System - X2. All report cards have provisions for comments on the school-wide expectations by each teacher. Parents may consult teachers and counselors at any time concerning the progress of students. Parents may also request, at any time, that a report of progress be sent home.

Students and parents are expected to check X2 every 10 school days. If grade clarification is needed, please follow the following order for explanation and/or resolution:

1. Consult with your child.
2. Contact the specific teacher of the course in question.
3. Contact your child’s Guidance Counselor.

If you need your child’s username and password for X2, please contact the Guidance Office.

FINAL GRADES AND EXAMS

Final grades at the end of the semester are calculated using a standardized formula.

For Semester Courses:

T1	T2	FINAL
45%	45%	10%

For Full Year Courses:

T1	T2	MIDYEAR	T3	T4	FINAL
20%	20%	10%	20%	20%	10%

NOTE: All textbooks and class materials are collected at the end of the course. Any student who fails to turn in or to pay for that text or loaned material by the last day of that semester will not receive their final report card and may be excluded from classes if the obligation is not satisfied by the beginning of the ensuing school year. No refunds will be made in cases where a lost book has been paid for and then found.
Seniors who receive a grade of an 85% or better in the second semester will be exempt from final exams.

MAKE-UP WORK

All students are allowed to make up work that they missed due to absence unless cutting class or truant. If a student is absent due to illness, a parent/guardian may call the school to request homework assignments. **If a parent/guardian does not call in to get assignments, it is the student’s responsibility to see his or her teacher within two days of his or her return regardless of whether they have class or not and get any makeup work.** Each teacher will establish a procedure for make-up work, including a timeframe for student completion of the assignments. If a student does not make-up the work within the timeframe set by the teacher, a grade of zero (0) will be assigned.

PROMOTION REQUIREMENTS

All students must meet the following standards for their respective grade levels in order to be promoted to the next grade:

Minimum promotion requirements:

Grade Promotion:	Minimum # of Credits:	Must Pass:
Grade 9 to 10	32.75 credits	Math/ELA
Grade 10 to 11	65.5 credits	Math/ELA
Grade 11 to 12	98.25 credits	Math/ELA

GRADUATION REQUIREMENTS

1. The total number of credits required for graduation is 130.
2. Specific graduation requirements include a minimum of:
 - 4 years of English for 20 credits
 - 4 years of Math for 20 credits
 - 3 years of lab-based Science for 15 credits
 - 3 years of Social Studies for 15 credits
 - 2 years of consecutive Foreign / Technical Language for 10 credits (recommended to have 3-4 years for certain colleges)
 - 2 semesters of PE for 5 credits
 - 5 credits of Fine and Practical Arts

NOTES:

- The Principal has the authority to waive, delay or approve an alternative pathway for the completion of graduation course requirements when any difficulties arise.
- This reflects minimum recommendations. Depending on the area of concentration, some colleges or universities may require additional coursework. For many colleges, it is recommended to also take four years of social studies, science, and foreign language.
- A senior in his/her last year must earn a minimum of 17.50 credits after any credit reductions due to attendance have taken place.

GPA

TRANSFER STUDENTS

- To provide clarification and consistency regarding the determination of grade point average for transfer students and to ensure equity with students who have attended Dighton-Rehoboth Regional High School for the duration of their academic career, the following procedures will be observed:
 - Only courses completed at Dighton-Rehoboth Regional High School contribute to the student's grade point average. However, transfer credit is awarded for courses taken at other institutions. A Pass or Fail grade will be denoted on the student's transcript.

PERCENTILE PLACEMENT

- Students at Dighton-Rehoboth do not receive class rank. However, a student's percentile placement will be denoted on their transcript. The student's percentile placement will be run officially at the end of each semester.
- The salutatorian and valedictorian will be determined after the completion of the 3rd term of the student's senior year. Since senior year will not be completed at the time of the salutatorian and valedictorian is determined, a modified calculation will be used to determine salutatorian and valedictorian senior year only with the following weights: Term 1- 30%, Term 2- 30%, Term 3- 30%, and Midterm Exam- 10%. A student's official final grade that appears on the student's transcript will still be calculated with the following weights: Term 1- 20%, Term 2- 20%, Midterm Exam- 10%, Term 3- 20%, Term 4- 20%, and Final Exam- 10%.

ELIGIBILITY FOR DIPLOMA

A student's eligibility for a Dighton-Rehoboth Regional High School Diploma is contingent on the recommendation of the Principal. The Principal's recommendation shall be based on the satisfactory completion of our graduation requirements. Additionally, the State Department of Secondary and Early Education has mandated that attaining a passing score on MCAS tests in mathematics, English, and science, is a graduation requirement for all high schools in the Commonwealth. (The Massachusetts Education Reform Law of 1993, state law, [G.L. c. 69, § 1D](#))

Students must demonstrate proficiency in English and mathematics if they do not attain a score of 240 on either the ELA or math MCAS. These Educational Proficiency Plans will demonstrate proficiency in lieu of a 240 score. Successful completion of an EPP will be required for graduation for those students. In addition, as a result of the Education Reform Act of 1993, early graduation is not an option and all students must graduate in June.

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GRADUATION CEREMONIES

There are established rules and procedures that regulate the graduation ceremonies. These rules, which are disseminated to the seniors at graduation rehearsals and reviewed with them by the Principal, specify who may participate, the conditions of participation, and the general procedures. In order to participate in the graduation ceremonies a senior without the requisite credits/courses must be able to complete his/her graduation credits in one summer or night school session.

Students who violate the rules and procedures that govern the graduation ceremony shall have their diplomas withheld. The student will then have to appear before the School Committee or the school committee designee to request the release of his/her diploma. The release of any diploma shall not be automatic upon request.

Participation in graduation ceremonies is a privilege, not a requirement; a student may be denied participation in graduation when personal conduct or failure to meet obligations so warrants.

SCHOOL CHOICE

The Dighton-Rehoboth Regional School District is participating in the Commonwealth of Massachusetts' School Choice Program for the 2015-2016 school year.

School Choice is a state program that allows non-Dighton and non-Rehoboth, Massachusetts residents to attend the Dighton-Rehoboth Regional High School. There will be 20 openings in the incoming Freshman Class, and 5 in each of the remaining high school classes, (sophomore, junior, senior classes), for a total of 35 available opportunities. Transportation will not be provided by the district.

CAREER-TECHNICAL EDUCATION PROGRAM

ADMISSIONS

An admission process is necessary in vocational-technical programs where there are more applicants than openings, and space is a limiting factor. Vocational-technical laboratories (shops) are designed and equipped to serve a specific maximum number of students safely. Consequently, a complex of such laboratories may lack both space and staff to accommodate the possible needs and/or interests of all applicants.

As a result, a selection process is necessary to determine which applicants may most benefit from such educational opportunities. All applicants to Vocational/Technical programs in grade nine will spend the first half of the school year being exposed to every available career pathway as well as have an opportunity to experience at least four career areas in greater depth.

At the beginning of 2nd semester students will be given an opportunity to experience a specific career pathway for an extended amount of time. Shortly after the 3rd term, students will make their final selections for permanent placement for the upcoming school year. All students are evaluated in every rotation starting at the beginning of the school year. In addition to attendance

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and discipline, these evaluations are relied upon for final placement.

Final placements will be confirmed and mailed home to the parents or guardians of all students interested in the vocational-technical programs at Dighton-Rehoboth Regional High School. The Admissions Procedure is available upon request at the Career & Technical Education Office (508) 252-5030.

PROGRAM REQUIREMENTS

In addition to completing DRRHS graduation requirements, CTE students enrolled in any of the following programs: Automotive Technology, Carpentry, Criminal Justice, Culinary Arts, Drafting Design & Engineering, Early Education & Care, Environmental Technologies & Sustainability, Machine Technology, Marketing, and Television Broadcasting will be eligible for a Certificate of Occupational Proficiency (C.O.P.) along with their DRRHS diploma.

The Education Reform Act, 1993 which established the Certificate of Occupational Proficiency - M.G.L.c.69 section 1D (iii) states: The certificate of occupational proficiency shall be awarded to students who successfully complete a comprehensive education and training program in a particular trade or professional skill area and shall reflect a determination that the recipient has demonstrated mastery of a core of skills, competencies and knowledge comparable to that possessed by students of equivalent age entering the particular trade or profession from the most educationally advanced education systems in the world.

DRRHS will offer three levels of attainment: Participation, Proficiency, and Mastery. For all awards, students must pass 3 full years (30-40 credits depending on program) of the same CTE pathway (exclusive of exploratory), obtain an OSHA 10-hour General Safety credential (or equivalent), pass the Workplace Readiness examination and obtain over 75% proficiency or mastery of the skills contained in their specific Career/Vocational Technical Framework. Additional credentials may apply, depending upon the career pathway. Awards of Participation, Proficiency, and Mastery are based upon above accumulated credentials and competencies.

CTE PARTICIPATION REQUIREMENTS

All students that participate in ANY CTE LAB, including students in Exploratory and Elective areas are expected to arrive in their classroom/lab prepared to actively engage in the course offerings. The following guidelines are strongly enforced. Students who do not abide by these requirements are not allowed to participate, and are responsible to stay after school to make up the missed work. These guidelines are reflective of the professional requirements found in industry and are in place for student and overall shop safety and operation.

1. Electronic devices are only allowed as directed by the teacher as part of the instruction. Phones, MP3, headphones and similar electronic media must be turned off and put out of sight at all times.
2. For Automotive Tech, Carpentry, Environmental Technology, Machine Technology, Exploratory, and all Electives in these career labs, the following is required in order to participate in the class:

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- a. Safety glasses must be worn at all times (Exploratory students receive one pair at no charge). If replacement glasses are needed, an additional pair may be purchased in the CTE Office)
 - b. Work boots – must be durable and laced up. Steel-toed boots are preferred.
 - c. Clothing – a change of work clothes is recommended. Arms and legs must be covered, and clothing should not be susceptible to getting caught in machinery.
 - d. Jewelry – such as necklaces, earrings, rings, and watches may be needed to be removed, as per teacher request, for the safe operation of specific machines and equipment.
 - e. Hair – long hair must be tied back and out of the way to assure safe operation of specific machines and equipment.
3. Students placed in Culinary Arts are required to purchase a chef’s jacket, pants and hat. This is the uniform for all activity once students are accepted within Culinary pathway.
 4. Students in Early Education & Care, Drafting Design, Marketing, Criminal Justice, and Television Production require professionally appropriate clothing as reflected in industry.

COOPERATIVE EDUCATION PROGRAM

The Cooperative Education Program is a continuation of the school program that provides qualified Ch. 74 senior students with an employment opportunity in a specific career setting. The work engaged in must be directly related to the career in which the student has been trained and Cooperating employers agree to provide additional training as specified by the school. Students participating in this program work during their scheduled shop time. The employer reports student performance to the school on a regular basis and students are paid for their work. Students must have been enrolled for at least one and one half years of full time study in a specific vocational technical program to be eligible.

Eligibility for the Cooperative Education Program is met during the junior year and is based on the following criteria:

- A student must maintain a 95% attendance rate.
- A student must maintain a grade point average of 70% or better and receive no grade lower than 65% in any course.
- A student must maintain a conduct/effort grade level of 2 or better.
- A student must meet minimum program competency requirements and receive the recommendation of the CTE instructor, Director of CTE programs and Guidance Counselor.
- A student not meeting these criteria will be reviewed following term 2 progress reports during the senior year.
- A student may be removed from the Cooperative Education Program if one or more of the following conditions exist during terms 2-4 of the senior year:
 - The student receives a failing grade in any subject
 - A student receives a conduct grade average of 3 or 4
 - The student is absent more than three (3) unexcused absences in a term

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- A student participates in behavior leading to disciplinary suspension from school
- A student fails to return time slips, weekly work reports and/or evaluations to school

Final determination of eligibility is at the discretion of the Director of CTE.

CAREER & TECHNICAL EDUCATION ELECTIVES

CTE elective courses provide students with opportunities to explore many of our vocational areas. Students who participate in CTE electives receive instruction as guided by the DESE Vocational Curriculum Frameworks. Students will be assessed throughout the course on Safety, Skill knowledge and application, Employability, Entrepreneurship, and Technology.

Please refer to the Dighton-Rehoboth Regional High School Program of Studies for detailed information. These courses are offered without bias to all students. If you should have any questions about the district's policy about equal opportunity or 504 regulations, please contact Ms. Janet Griffith, Title IX Coordinator (2700 Regional Road, North Dighton, MA, 02764 or 508-252-5000.) or your child's guidance counselor.

SECTION TWO- STUDENT SERVICES

GUIDANCE DEPARTMENT

GUIDANCE MISSION

Our mission as school counselors is to provide a comprehensive program that will assist all students in acquiring the skills, knowledge and attitudes needed to become effective students, responsible citizens, productive workers and lifelong learners. The school counseling program addresses the academic, career/college, and personal/social needs of all students, and has a commitment to supporting every student's unique abilities and to valuing diversity.

GUIDANCE PROGRAM DELIVERY

Program delivery is comprised of four equally critical components: Responsive Services, Guidance Curriculum, Individual Planning and System Support. The first three components deal with direct services to students; they are the primary ways counselors assist students in acquiring competencies and achieving academic success. The fourth and equally important component, System Support, deals with management and collaboration efforts required to support and implement the school counseling program so that all students may benefit from the program.

GUIDANCE SERVICES

The guidance department services students through class assemblies, classroom presentations and lessons, small group presentations, counseling sessions, and individual counseling appointments. Every student is assigned to a guidance counselor and all students have access to the school adjustment counselor. Counselors make every effort to establish rapport and connect with all students on their caseload, and students have access to seek out counselors by making their own individual appointments when they need support.

SCHOOL ADJUSTMENT COUNSELOR

School Adjustment Counseling services are available for all students, in both general education and special education. The School Adjustment Counselor works with students, parents, administrators, and faculty, as well as community providers to assist students in improving their school achievement and social/emotional growth.

Students can receive help from a school adjustment counselor by signing up for an appointment in the Guidance office. Parents, teachers, Guidance Counselors, and administrators may also request such services for a student.

Services include:

- Individual counseling/ group counseling
- Crisis Intervention
- Social skill development

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- Conflict resolution
- Consultation
- Family Sessions/Parent Meetings
- Referrals to community agencies
- Coordination of services within the school

SCHOOL SERVICE

Teachers will petition for school service requests by May 1st in anticipation of the next school year. If the school service position is approved by the administration, then all school service positions will be posted by the end of May. Rising seniors will have the opportunity to apply for school service positions before the end of the school year. The teacher will interview candidates who apply and select one student who will fulfill the position. Students will not receive credit. Students must be on track to complete their graduation requirements and have a minimum overall GPA of 90.

COURSE ADD/CHANGE/DROP PROCEDURE

Our course schedule and teacher assignments are developed based on information that we receive from our students and their parents or guardians in the winter and spring about course choices. Requests for changes will only be honored after the teacher, department chairperson, school counselor, and the appropriate administrator have carefully considered the reasons for the proposed changes and only if space and resources are available.

Students who wish to drop or change a class must submit a *Course Change Form* to their school counselor that has been signed by a parent or guardian, the teacher whose class is being dropped, the appropriate department chairperson, the school counselor, and the appropriate school administrator.

Requests for change such as disliking a course, underestimating the course expectations, selecting or deselecting a specific teacher, wishing to take an easier course, not realizing what the course would be like, or wanting to be in a class with friends are inappropriate reasons for a schedule change and will not be honored.

This procedure has been developed to prevent staffing, scheduling, and teaching and learning problems that result from late schedule changes. Once the school year has begun, schedule conflicts, oversubscription, and other factors may make certain courses unavailable. We cannot stress enough the importance of carefully considering and selecting courses in the spring.

COURSE LEVEL TRANSFERS

When a student transfers from one level to another in the same year, the student must complete the *Course Level Change Request Form* available in the Guidance Office. No student’s course level change will be honored unless the student has fulfilled the obligations set forth in the *Course Level Change Request Form*. No course level change can occur after the third week in October.

COURSE LEVEL TRANSFERS	SEMESTER COURSES	YEAR-LONG COURSES
Before Add/Drop Period 3 rd Friday in September	Grade does not transfer. Student will make-up work in new course	Grade does not transfer. Student will make-up work in new course
After 3 rd Friday in September but before 3 rd Friday in October	Student cannot change a semester course at this time	Grade Transfers by +/- 10 points for each level change
After Semester 1 Must have Principal approval for extenuating circumstances		A student will receive a W (withdrawal) in the student’s current course on his or her transcript. The student’s final grade will be determined from the student’s performance on his or her new course. The grade from the prior course will still transfer by +/- 10 points for each level change.

PARTIALLY COMPLETED COURSES

- In the event a student is medically excused from a year-long course and has completed a semester in that course, then the student whose semester grade is passing should receive 2.5 credits for the half year and a WP (Withdrawal Passing) as a final letter grade. In the event the student is failing the course at the point of withdrawal, then the student will not earn credits and will receive WF (Withdrawal Failing). A WP or WF will not count toward a student’s GPA. Students will not receive prorated credits beyond 2.5 for any full- year courses partially completed in semester 2. Prorated credits do not count toward graduation requirements

LATERAL TRANSFERS:

- Students are not allowed to make lateral transfers (those that do not involve a change in level). In the event a student needs to make a lateral move as a result of an unforeseen schedule change, the student’s grade should be transferred to the new teacher and weighted accordingly.

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SUMMER ASSIGNMENTS

In order to encourage a lifelong love of reading, develop critical thinking skills, and foster vocabulary development, all students at Dighton-Rehoboth Regional High School are required to complete summer reading. All students enrolled will read the school-wide book. Students enrolled in Honors or AP English courses will be assigned titles in addition to the school-wide selection. Much care and effort are taken to assign relevant and engaging titles. In the fall, summer reading selections will be assessed in numerous ways such as in-class essays, discussions, and projects. All students are expected to have read the work before school begins in September. Teachers from across subject areas will incorporate lessons based upon the book into their classes. Thus, students will receive credit in multiple classes. Students will earn a grade for their work. Any work not completed will receive a grade of zero, in addition to possible disciplinary consequences.

CREDIT RECOVERY

Students may attend an accredited night school or summer school, or register for approved online courses, as determined by the Principal, for the purpose of:

1. Making up a failing grade in a major course required for graduation (maximum of two classes)
2. Acquiring a maximum of 10 elective credits for graduation (seniors only).

Students who enroll in credit recovery courses will receive pass or fail grades upon completion. Students are only allowed to take up to 5 credits each school year unless the student receives the approval of the administration to obtain more credits. A contract requiring approval of the administration can be picked up in Guidance

The following rules govern both summer school and night school attendance:

1. The student must meet with his/her guidance counselor two weeks in advance of the starting date of summer school or night school to develop and document a written proposal of attendance.
2. The student's guidance counselor, and the principal must give their written approval of summer school or night school attendance if the course(s) undertaken, and subsequent grade(s) and credit(s) are to be recognized by Dighton-Rehoboth Regional High School.
3. In order to attend an approved summer/night/online school or register for a night/online/summer school course, the student must have a grade of at least 50 in the failed course or receive administrative approval.

Exceptions to any of the above rules or procedures maybe requested in writing and approved by the principal.

TUTORIAL ASSISTANCE

Illness: State regulations require that a student be absent 14 consecutive school days before tutoring can be provided. The student is entitled to 1 hour per week per major subject, up to a total of 5 hours per week during the period of convalescence. To initiate tutorial procedures the parent or guardian should call the Office of the Superintendent at 252-5000 during the school day. A T-28 form indicating home hospitalization can be obtained through the guidance department or school administration.

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In cases where there is little doubt that the student's incapacity will exceed the 14 days required, it is recommended that the call be placed as soon as possible in order to expedite the paperwork required.

Grades: Students who are tutored due to a long term absence from school will be assessed by a grade of P (pass) or F (fail) from the tutor. Once the student returns to school, his/her term grade will be calculated based upon assignments completed in the classroom with his/her academic teacher. Tutoring grade may be considered when the teacher is assigning the overall grade at their discretion.

HOME EDUCATION

The Dighton-Rehoboth Regional School Committee recognizes and respects the right of parents or guardians to educate their child(ren) at home. The School Committee appreciates the personal and cultural uniqueness of each family and desires to ensure that the process by which school officials approve and review home education programs is both lawful and equitable.

Therefore, the School Committee has established a home education policy. This policy which provides the necessary proposal procedures, the mandatory components, and any further details that you may need, can be requested in the main office of the high school.

EARLY SCHOOL LEAVE

A request to leave school early prior to the last day of school must be presented in writing to the Main Office. The request will be evaluated by an administrator based upon the following criteria:

1. NECESSITY

Is the reason for the request to leave early considered "optional" in the eyes of the school; i.e., a vacation, summer camp, internship, etc.?

If it is, the request will be denied and your child is expected to be in school.

If the student does not attend school during the requested dates, his or her grade will be recorded as INCOMPLETE and all make-up work, including the final exam, will be left by the teacher at the school. The student will be required to do all the work at the school and be completed by August 15, unless otherwise specified in writing by the teacher.

The assignments and tests will be corrected and returned to your child on the opening day of school in September and a final grade will be entered at that time. Should the work not be completed by August 15, a grade for your child will be computed using a zero for each piece of work not completed.

2. EXTENUATING CIRCUMSTANCES

Is the reason for leaving school early or not taking a final exam UNAVOIDABLE; i.e., military commitment, serious medical reasons, moving out of town, court assignment, death in the family, etc?

If the cause for the request is unavoidable, as determined by a building administrator, grades for that student will be closed as of the date of leaving and no make-up work or exam will be required.

HOMELESSNESS

The Dighton-Rehoboth Regional School District must “ensure the educational rights and protections for children and youth experiencing homelessness” and remove barriers for enrollment and retention as set forth in the McKinney-Vento Homeless Assistance Act (2002). Also refer to School Committee Policy JFABD.

Definition of homelessness (Section 725(2)): Individuals who lack a fixed, regular, and adequate nighttime residence or have a primary nighttime residence in a supervised shelter, and institution that provides temporary residence, or a public or private place not designated or ordinarily used as regular sleeping accommodations for human beings. Included in this definition are:

- Children and youth sharing housing of others; living in motels, trailer parks, cars, parks, public spaces, abandoned buildings, emergency or transitional shelters; abandoned in hospitals; or awaiting foster care placement.
- Unaccompanied youth who are not in the physical custody of a parent/ guardian or state agency.
- Parents who lack fixed housing can be assisted by the school principal, guidance or adjustment counselors, school psychologist, or the district’s homeless liaison, Ms. Janet Griffith, Director of Special Education, 2700 Regional Road, North Dighton, MA 02764 or 508-252-5000.

ENGLISH LANGUAGE LEARNERS (ELL)

In an effort to educate each child individually, it is important to consider how each child can best learn. English language learners (ELL) or limited English proficient students (LEP) are provided with the opportunity to be proficient in English and provided with full access to the academic, non-academic, and extracurricular activities as English speaking students. Some students do not have a strong base of literacy or fluency in their first language and need to develop essential skills in listening, speaking, reading, and writing in English. In order to accomplish these goals, English language learners will receive sheltered English instruction in English classrooms in accordance with state and federal laws. Sheltered instruction addresses the concepts and skills as defined in the curriculum and assists students with language development. If parents do not want

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their child to participate in an ELL program, a waiver may be granted.

FIELD TRIPS AND ACADEMIC GOOD STANDING

To be eligible for field trips, students must have good attendance, passing grades, and demonstrate acceptable behavior. This defines students in academically good standing. However, poor behavior, poor attendance or failing grades do not demonstrate students in academically good standing. Therefore, missing scheduled classes to attend field trips, or other functions identified by school administration, will not be allowed for students who do not meet all of the following criteria:

1. Passing all current classes and no failing grade on most recent report card;
2. Fewer than five tardies in every class during current semester;
3. No more than one discipline referral during current school year;
4. Fewer than eight (8) total excused or unexcused absences during the semester.

COLLEGE AND CAREER TESTING

Dighton-Rehoboth Regional High School is a test center for the College Board. Registration bulletins and college testing booklets are available in the Guidance Center.

ACT – American College Testing: This assessment is used throughout the country by college and university admission offices. Somewhat like the SAT Reasoning Test and SAT Subject Tests combined, it is curriculum-based and includes tests related to subject areas: English, mathematics, reading and science reasoning.

AP - Advanced Placement Testing: Three-hour tests administered in May each year at Dighton-Rehoboth Regional High School for students seeking advanced standing or credit in college in certain subject areas.

PSAT/NMSQT – Preliminary Scholastic Assessment Test/National Merit Scholarship Qualifying Tests: The PSAT is a practice test for the SAT-I and students who are considering education after high school. It is generally taken in October of the student's junior year. Students are made aware of the test date via announcements, and checks made payable to the high school covers the administration of the test.

SAT Reasoning Test: Taken in the junior year and often taken again in the fall of the senior year, it is required for admission to many colleges. The SAT is a test designed to measure critical reading, mathematical reasoning, and writing abilities.

SAT Subject Tests: These tests cover a variety of academic areas and are designed to test your level of knowledge. Colleges requiring these tests usually request two or three. Students must investigate college requirements carefully, and be aware of when tests are given.

SECTION 504 OF THE REHABILITATION ACT OF 1973:

The Dighton-Rehoboth Regional School District, in conjunction with Section 504 of the Rehabilitation Act of 1973, does not participate in discrimination or harassment on the grounds of race, color, sex, national origin, age or disability in any educational programs, activities, or employment. Furthermore, the Dighton-Rehoboth Regional School District has procedures regarding the referral, evaluation, and placement of students with disabilities who are eligible under Section 504. The 504 Coordinators for the High School are the Assistant Principals; the 504 Coordinator for the District is the Director of Special Services. Please contact the Guidance Office of the High School (508-252-5050) or Special Services Office of the Superintendent's Office (508-252-5000), both located at 2700 Regional Road, North Dighton.

RTI

Response to Intervention (RTI) is a multi-tier approach to the early identification and support of students with learning and behavior needs. The RTI process begins with a universal (school wide) screening of all students at the high school utilizing specific and consistent criteria. Struggling learners are provided with interventions to accelerate their rate of learning. These services are provided by including general education teachers, special educators, and specialists. Student progress is closely monitored to assess both the learning rate and level of performance of individual students. Educational decisions about the intensity and duration of interventions are based on individual student response to instruction. RTI is designed for use when making decisions in both general education and special education, creating an aligned system of instruction and intervention guided by individual data.

<http://www.rtinetwork.org/learn/what/whatisrti>

HARRINGTON MEDIA CENTER

The Harrington Media Center is open daily from 7:10 a.m. until 2:05 p.m. Students are encouraged to utilize the resources available within the Media Center to enhance their learning experiences and develop research and study skills.

PROCEDURE

Students using the Media Center before school, during lunch, and after school must be aware that the behavior in the Center is expected to be respectful; otherwise the student's privilege to be in the Media Center during these times will be lost.

While school is in operation, students may enter the Media Center in one of two ways:

- As part of a class accompanied by a teacher who has reserved a lab, cart, or section of the Media Center
- Independent, with a pass from a Staff member, detailing the purpose and reason for being in the Media Center.

Regardless of the need, students in the Media Center, must be respectful of others in the Center, and must be engaged in an assigned activity.

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Most library materials circulate for a two week period. The student's Identification Card serves as their library card, and this must be presented in order to sign out materials. Students are expected to return all borrowed materials within the allotted time and to pay for any lost or damaged library materials.

Failure to comply with any of the Media Center rules and regulations can result in a suspension or long-term loss of privilege, in addition to a disciplinary action.

CHROMEBOOK USE

1. Chromebooks must be obtained through the librarian.
2. Chromebooks may not be assigned to students outside of the Media Center unless a teacher has reserved the cart.
3. Digital Literacy students receive precedence over others regarding Chromebooks and in Media 2.

HEALTH SERVICES

Dighton-Rehoboth Regional High School has a registered nurse on staff located in Room 500. The nurse helps those who are injured, become ill, or are required to take prescribed medication while at school; **the nurse does not diagnose**. Permission to see the nurse during class should be secured from a teacher.

If a student becomes ill during school time, s/he must report immediately to the Nurse's Office. Arrangements to go home are made with the school nurse and with the parents. **Students are not allowed to go home without the consent of either the parent (or parental designee) and the school nurse**. Without the school nurse's consent, the dismissal will be considered unexcused. When the nature of an illness or an injury appears in any way serious, every effort will be made to contact the parent/guardian immediately.

- It is the responsibility of the student to provide complete and up-to-date emergency contact information for the school.
- Any student who leaves school because of illness without reporting to the nurse or main office for dismissal will be marked as cutting class(es) and notes on the next day will NOT be accepted; in addition, disciplinary consequences will be assigned.
- Students are not to use cell phones to arrange dismissals due to illness. Any student who has used a cell phone to arrange dismissal or to obtain permission to be dismissed will be subject to disciplinary consequences, including office detention and suspensions.

Non-prescription medicines may not be brought to school or used by any student on school premises. Occasionally a student may require acetaminophen and/or ibuprofen. These over-the-counter medications will be given to students only when a parent has signed the emergency card giving permission AND when the medication has been provided to the school by the parent/guardian.

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If a student is diagnosed with an infectious or contagious condition (strep throat, mononucleosis, pertussis, staphylococcus, chicken pox, etc.), please contact the school nurse to alert her to the existing health problems of the student. This information is necessary for establishing prevention and control measures, as well as the protect students and/or families who are at risk from exposure to infectious diseases.

If it is apparent that the student is going to be out of school for two or more days because of illness, parents may request assignments by calling the Main Office or Guidance. Teachers will leave assignments in the main office, where parents may collect them. If a student will be absent for an extended period of time (two weeks or more) due to serious illness, notify the school nurse, obtain a Physician Statement (form 28R) for doctor's signature, and arrangements can be made by the Guidance Center for home or hospital academic support.

Students who require Epi-Pens or Benadryl for severe allergic reaction must bring the medication(s) with the required permission forms from both parent and physician within the first three days of school.

MEDICATION

PRESCRIPTION AND NON-PRESCRIPTION MEDICINES

To promote the health and safety of students, the school nurse shall supervise the administration of medication in the school. The required guidelines for the administration of medication is as follows:

1. Non-prescription medicines **may not** be brought to school or used by any student on school premises.
2. Whenever possible, prescription medicines should be administered at home. When a physician specifies that medicine must be administered during the school day, the guidelines for supervision of medication are:
 - a. All medicine, including Acetaminophen and Ibuprofen, must be brought to the Health Office by a parent or designated adult.
 - b. Medications, be it prescription or otherwise, that need to be administered daily, or for short-term duration, or as emergency medications need to provide the following information:
 - i. the prescription label and number
 - ii. the name of the drug
 - iii. directions for administration, including times and dosage
 - iv. the patient's full name
 - v. **written authorization from a physician, including start date.**

VIOLATION OF MEDICATION PROCEDURES

To protect the health and safety of all students in the building, the following disciplinary action will be imposed on students who violate the medication procedure:

1. Students who bring prescription or over-the-counter medication into school for personal use will be subject to the following discipline procedures:
 - a. First Offense
 - i. The medication is confiscated immediately
 - ii. The parent will be contacted immediately and the medication returned to the parent
 - iii. The parent and student will discuss the medication procedure with the School Nurse
 - b. Second Offense
 - i. The student may be suspended from school
 - c. Third Offense
 - i. The student may be suspended from school for ten days and face possible expulsion procedures.
2. Any student who distributes, sells, or otherwise make available prescription or over-the-counter medication to others may be suspended from school for ten days and face expulsion procedures.

ELEVATOR ACCOMODATION PROCEDURES

In the interest of promoting safe and responsible use of the elevator, it is essential that the following conditions be satisfied and understood:

1. Written notice from a student's physician documenting a diagnosis, stating a need for elevator use, and estimating a length of time during which the elevator will be needed.
2. Verbal confirmation from a student acknowledging and agreeing to the following conditions:
 - a. that the elevator's safety features be reviewed by the student with the nurse prior to first use;
 - b. that the elevator only be used when necessary to attend a scheduled class;
 - c. that the elevator only be used with one other student;
3. **In the event of an emergency evacuation, the elevator should not be used because it may stop automatically, trapping anyone inside.** Participating students should remain with his/her teacher and exit with them.

Exceptions to the aforementioned conditions are subject to the discretion of the school nurse and Principal.

PHYSICAL EXAMINATIONS

Chapter 71, Section 57, of the Mass. General Laws and the Department of Public Health Regulations mandates that each school system adhere to the following:

- Physical examinations be performed on all students upon entering school and thereafter every 3-4 years. In our school district this is done prior to entering school, grade 3, grade 7, and grade 11. **These physical examinations are not provided by the school.** Students are to have these exams performed by their personal physician and the necessary form returned to the school. Students in Grade 11 may not attend school after the first semester unless they have had the required physical exam.
- Immunizations and boosters are required at regular intervals.
- Students participating in interscholastic athletic activities must have a physical exam within 13 months from the date on file.

STUDENT PREGNANCY

- The right to an education cannot be denied due to pregnancy. A student who becomes pregnant should inform her guidance counselor or the school nurse of her condition so that appropriate plans can be developed.
- Home-bound educational services shall be provided for the student after she is no longer able to remain in school.
- School counseling services shall be made available as needed and as appropriate.
- Students who are pregnant will be permitted to remain in regular classes and participate in extra-curricular activities throughout their pregnancy, and, after giving birth, are permitted to return to the same academic and extracurricular program as before the leave. (Refer to School Committee Policy J.I.E.)

SECTION THREE - SAFETY PROCEDURES

AMBULANCE PROCEDURES

The procedures outlined below are followed, without exception, in providing ambulance services for high school students:

1. In all life-threatening medical and trauma emergencies, the Dighton Fire Department Ambulance will transport to Morton Hospital (Taunton) or Sturdy Hospital (Attleboro) per their point of entry plan.
2. However, in all other emergencies (no life-threatening) the ambulance shall be dispatched according to the patient's or the patient's parent requested destination.

NON-VIOLENT PHYSICAL CRISIS INTERVENTION

Maintaining an orderly, safe environment conducive to learning is an expectation of all staff members of the Dighton-Rehoboth Regional School District. Further, students of the district are protected by law from the unreasonable use of physical restraint. Physical restraint shall be used only in emergency situations after other less intrusive alternatives have failed or been deemed inappropriate, and with extreme caution. School personnel shall use physical restraint with two goals in mind:

1. To administer a physical restraint only when needed to protect a student and/or member of the school community from immediate, serious, physical harm; and
2. To prevent or minimize any harm to the student as a result of the use of physical restraint.

Only school personnel who have received training pursuant to 603CMR 46.00 shall administer physical restraint on students. Whenever possible the administration of physical restraint shall be administered in the presence of at least one adult who does not participate in the restraint. A person administering physical restraint shall only use the amount of force necessary to protect the student from injury or harm. A member of the School Committee or any teacher or any employees or agent of the school committee shall not be precluded from using such reasonable force as is necessary to protect pupils, other persons or themselves from an assault by a pupil.

Physical restraint is prohibited as a means of punishment, or as a response to destruction of property, disruption of school order, a student's refusal to comply with a school rule or staff directive, or verbal threats that do not constitute a threat of imminent, serious physical harm to the student or others.

In special circumstances, waivers may be sought from parents of students through the Individual Education Program (IEP) process or from parents of students who present a high risk of frequent, dangerous behavior that may frequent the use of restraint.

EMERGENCY PROCEDURES/SAFETY

1. You should vacate the building quickly and quietly using the designated exits.
2. Walk quickly. Do not run.
3. Students and teachers should close all windows and doors before leaving. The first person through the exit should hold back doors until all have filed out and then proceed to designated area for the class you are attending. Check the wall by the door in that particular classroom to locate the specified exit.

In case of alarm between classes:

Move slowly, without pushing, into the nearest side of a double line and pass through the nearest exit unless otherwise directed by a faculty member.

In case of alarm during any lunch period:

Students at lunch should move in orderly and leave the building at the nearest door, unless otherwise directed by a faculty member.

LOCK DOWN PROCEDURES

In cases where an emergency situation or security issue requires that students be secured in classrooms or other supervised areas, students and faculty will be notified to clear the halls immediately. In the event that a student is in a hallway, he/she is to go to the nearest classroom or secure area.

During a lockdown, students are not permitted to freely roam classrooms or corridors or open any doors. Classroom teachers are instructed to keep all students quiet to maintain safe and not to compromise any students or staff. Students should keep in mind that a true lockdown may extend for upwards of an hour.

Any person in the building, including students, can call for a lockdown. Be advised that calling a lockdown falsely will result in suspension and referral to the police.

BUILDING SECURITY

Dighton-Rehoboth has instituted several procedures designed to tighten building security and to keep unauthorized persons out of the school building:

- After all buses have arrived, all of the doors in the school are locked at 7:17 A. M.
- Any students tardy to school, or anyone visiting the school, must ring the buzzer located at the main entrance to the school, identify themselves, and report to the main office. Tardy students must sign in and secure a pass from the office. Visitors must secure a visitor's pass from the office.
- Anyone seeing a stranger in the building without a visitor's pass is to notify the main office.
- No one may open an outside door to allow someone to enter, not even a known friend. The penalty for not following this rule is a one-day suspension.
- A video camera system for the main entrance has been implemented for further security.

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SECTION FOUR: ATTENDANCE

Daily attendance is vital to academic success. Class discussions and classroom interactions provide the main focus for learning and cannot be replicated through make-up assignments. A student who develops a pattern of frequent absences from school can never make up the instruction and learning that took place during the time he/she missed.

State law (M.G.L. Chapter 76, section 2) requires regular attendance at school. Any student who has accumulated seven absences in six months is subject to action by the school including disciplinary or legal action, parent conferences with the administration, guidance counselor, school nurse, and/or the supervisor of attendance. We realize that there are instances when a student may be temporarily absent from school including illness, death of a family member, or religious holidays. Absences for any other reason are strongly discouraged.

DEFINITIONS

TARDY: A student who is not in their classroom at 7:17 A.M. If the student does not meet this deadline, he or she must go to the Main Office and receive a tardy slip for admittance to the classroom.

ABSENCE: When a student is absent from first period, the teacher reports the student's absence to the Main Office. A student must be in school and attend a minimum of 3 classes in a day to be recorded as present. A student marked ABSENT for the day is not eligible to participate in after school or evening activities on that day unless you have a legitimate excuse approved by administration.

If a student is absent from school, a parent/guardian should call the school before 9:00 a.m. on the day of the absence to inform the school.

This call does not constitute an excused absence.

EXCUSED ABSENCE:

An absence that is documented by providing support in one of the following manners is considered excused:

- Doctor or physician's note
- Bereavement
- Religious observance
- Professional appointments that could not be scheduled outside the regular school day (i.e. court appointments)
- Field trips or other school-sanctioned event/activity - College visits approved ahead of time by guidance

UNEXCUSED

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ABSENCE: Examples of unexcused absences: family vacations, out-of-school suspensions, lack of transportation, work, and illness (unless proper and conclusive documentation is produced).

DISMISSAL: Anytime a student leaves school before 1:51 P.M. Without exception, a parent note **MUST** be submitted to the Main Office in order for the dismissal to be approved by Administration. Excused and Unexcused dismissals follow the same guideline as excused and unexcused absences.

All notes for absenteeism must be given to the Main Office within two days after the student's return. Parents are requested to include the dates and reason for the absence, the student's full name, grade, and homeroom on each absence note. An attendance check for absent students is done on a daily basis. In cases of chronic or irregular absence due to illness, the school administration may ask for a physician's statement to justify and certify such absences.

ABSENCE ACCUMULATION

EXCESSIVE ABSENCE - Students who accumulate more than 4 absences in a term; students with more than 12 days of total absences during an academic year

Students who accumulate 4 or more unexcused absences during a term, will serve a **Saturday School detention (8:00-12:00)**. If a student does not serve Saturday, they will be assigned an in school suspension and 10 hours community service to be completed in a three week time period.

SATURDAY SCHOOL

Saturday School begins at 8:00 A.M. and concludes at Noon. Upon receiving a Saturday School assignment, the student is expected to come to school prepared to work on schoolwork for the 4 hours. Missing a Saturday School assignment will result in a School Suspension and Community Service.

TARDINESS AND DISMISSALS

The following guidelines govern the Tardy and Dismissal process.

Fifth Tardy/Dismissal (or combination of) in one term:

- Students who accumulate 5 or more unexcused tardies/dismissals during a term, will attend Saturday School (8:00am-12:00pm). If a student does not serve Saturday, they will be assigned an in school suspension the following Tuesday and 10 hours of community service to be completed in a three week time period.
- For every 5 additional tardies/dismissals, the student will attend an additional Saturday School session.

NOTE: Until the Saturday School obligation is met, a student is not eligible to participate in extra-curricular activities, including athletics and driving to school. Failure to show up for Saturday School will result in an immediate loss of driving privileges.

Eighth Tardy/Dismissal (or combination of) in one semester:

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- The student will lose the privilege of parking on-campus for the remainder of the semester. The student’s parking fee will not be refunded.
- The students will lose his/her extracurricular and social privileges for the remainder of the semester. Extracurricular activities and social privileges include sports, clubs, dances, etc. Students will be ineligible for membership on athletic teams and clubs, and attendance at school sponsored activities including the prom, other dances, and end of the year activities. This procedure will reset anew each semester unless the student accumulates 14 or more tardies/dismissals in one semester.

Fourteenth Tardy/Dismissal (or combination of) in one semester:

- Students will lose the privilege of driving to school and participating in social and extracurricular activities, including athletics, for the remainder of the school year. The student’s parking fee will not be refunded.

Fourth Unexcused Absence in One Term:

- For every 4 unexcused absences per term, the student will attend Saturday School the weekend following the 4th absence. If a student does not serve Saturday, they will be assigned an in school suspension the following Tuesday and 10 hours of community service to be completed in a three week time period.

NOTE: Until the Saturday School obligation is met, a student is not eligible to participate in extra-curricular activities, including athletics and driving to school. Failure to show up for Saturday School will result in an immediate loss of driving privileges.

CONSEQUENCES

	Absence	Tardies/Dismissals
Consequence	Every 4 unexcused absences per term=Saturday School	Every 5 unexcused tardies/dismissals per term=Saturday School
Social	8 unexcused absences in a semester will result in student losing social privileges for the remainder of the semester	8 unexcused tardies/dismissals in a semester will result in student losing social privileges for the remainder of the semester
Driving	8 unexcused absences in a semester will result in student losing driving privileges for the remainder of the semester	8 unexcused tardies/dismissals in a semester will result in student losing driving privileges for the remainder of the semester

NOTE: Any student who accumulates 14 or more tardies/dismissals in a semester will lose all social and driving privileges for the school year.

SECTION FIVE: DISCIPLINE

All students are expected to be meaningful contributors to our learning community, demonstrating respect, responsibility, integrity, excellence, and independence. Those students that detract from these core values will be referred to the Positive Steps Program.

POSITIVE DISCIPLINE: THE POSITIVE STEPS PROGRAM

A positive discipline program promotes the development of student independence and personal responsibility by providing students with constructive and meaningful learning experiences when they make poor decisions. With this approach students learn to assume greater responsibility for their own behavior. Discipline is instructive with this model, not just punitive, and it focuses the attention on student character, personal responsibility, and the development of more effective problem solving skills. Discipline is considered a form of help, an opportunity for students to learn from their mistakes, to become more responsible, and to make better decisions. All students are expected to be meaningful contributors to our learning community, demonstrating respect, responsibility, integrity, excellence, and independence. Those students that detract from these core values will be referred to the Positive Steps Program.

When students engage with the Positive Steps Program they face a series of decision points where they have to make a choice about how they will handle the consequences of the step they are on. A good decision enables the student to complete and exit the discipline program and a poor decision moves the student to the next step where discipline continues and the consequences are more involved. Consequences are not arbitrarily applied by the staff. When discipline is provided as a series of hierarchical steps students know in advance what the result of their decision will be and therefore they must take full responsibility for that result when it occurs.

The Positive Steps Program provides a series of constructive consequence steps arranged as a hierarchy so that each step is successively more serious, more involved, and more instructive than the previous step. Each successive step provides a specific learning exercise, as a consequence of not resolving the problem on an earlier step, along with a restriction of certain privileges. School privileges are restricted until the student completes and exits the discipline program.

With advanced knowledge of the consequences and an opportunity on each step to resolve the problem constructively, students have several opportunities to make the best or most responsible decision. Students always know where they stand prior to and during an incident and they are more aware of the consequences that they face if their behavior continues or if they fail to accept responsibility by completing the discipline step. There is no power struggle between students and staff, no chance to negotiate or work out a deal, and no way to exit the discipline program by putting the blame on others. When students are made fully aware of the step system and it is consistently applied students can make better choices and avoid later steps. Students have fewer complaints about fairness because the system is so predictable and the choices are their own, so

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they focus more on what they need to change and less on whose fault it is.

Advantages of the Positive Steps Program:

1. The Positive Steps Program provides several opportunities for the student to make the best or most responsible decision within a single incident and there are no surprises.
2. The Positive Steps Program is instructive; it provides a constructive and meaningful learning experience.
3. The hierarchy of consequence steps acts as a deterrent to escalating or continuing conduct problems.
4. Behavior violations are handled consistently and immediately.
5. The Positive Steps Program is highly predictable for the student, making it easier for students to make good choices
6. The Positive Steps Program enables the staff to avoid power struggles in the discipline process.
7. The Positive Steps Program maintains a relationship of fairness instead of threat or intimidation.
8. With the Positive Steps Program, students assume greater responsibility for their own behavior.
9. The student more easily returns to productive behavior without left over blame, bitterness, resentment, or anger about the way the incident was handled.

Discipline Steps

Some students will engage the discipline program on the first step and others will start on later steps, depending on the severity of the violation. While a student is engaged with the discipline program, and until the student completes and exits the program, school privileges are restricted. Completion of a discipline step requires acceptable behavior, and in most cases the completion of a learning activity. Failure to meet these conditions is a failure to complete the step and results in the move to the next step. The final step for students who entered on an earlier step is usually step ten. Step eight, suspension out of school is generally not used as the next step if a student has trouble completing step seven. Suspension out of school is a discipline entry step reserved for students with very serious violations of the code of conduct (e.g., threatening to harm staff or students, physical assaults, property destruction, possession of illegal drugs, etc.).

Category I Offense:

Step 1: Detention after school with teacher, one hour

Category II Offense:

Step 2: Multiple after school one hour detentions (up to three) students may be asked to complete a reflection sheet

Step 3: Extended detention (three hours), completion of a reflection sheet

Category III Offense:

Step 4: In-school suspension for the first two periods of the school day, completion of reflection sheet

Category IV Offense:

Step 5: Extended in-school suspension for the full day, completion of academic work, completion of reflection sheet

Step 6: In-school suspension beyond day, completion of academic work, completion of reflection sheet

Step 7: In-school suspension of multiple day, parent conference with student and administrator, completion of reflection sheet

Category V Offense:

Step 8: Out of School Suspension (OSS)

Category VI Offense:

Step 9: Out of School Suspension (OSS) for up to 5 days

Step 10: Out of School Suspension (OSS) for up to 10 days

Category VII Offense:

Step 11: This category has been added as the final step. School committee hearing for exclusion.

*****Any student who does not comply with the above Progressive Step Program will not be allowed to benefit from any privileges at school, including but not limited to: school dances, interscholastic athletics, driving to school, band, chorus, drama, or any other school activity; until obligations are met *****

DISCIPLINING OF STUDENTS WITH SPECIAL NEEDS

State and federal regulations provide eligible students with certain procedural rights and protections in the context of student discipline. The Individual Education Program (IEP) for a student must indicate whether the student can be expected to meet the regular discipline code of the school or whether the code should be modified due to the student's disability. Such modifications will be described in the student's IEP.

As provided for in state and federal regulations:

- 1) Any eligible child may be suspended up to 10 days in any school year.
- 1) After a student with special needs has been suspended for 10 days in any school year, during subsequent removal, the school district must provide sufficient services for the student to continue to receive a free and appropriate public education.
- 2) A suspension of longer than 10 consecutive days or a series of suspensions that constitute a pattern are considered to represent a change of placement.

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- 3) Prior to a suspension that constitutes a change of placement, district personnel, the parent and other relevant members of the team will convene a “Manifestation Determination” meeting to review all relevant information to determine whether the behavior was caused by or had a direct and substantial relationship to the disability or was the direct result of the district’s failure to implement the IEP.
- 4) If the Manifestation Team determines that the behavior was not a manifestation of the disability, then the district may suspend or expel the student consistent with the policies applied to any student without disabilities. The district will, however, provide services to enable the student, although in another setting, to continue to participate in the general education curriculum and to progress towards IEP goals. A functional behavioral assessment and appropriate behavioral intervention services will be provided to lessen the likelihood of the behavior reoccurring.
- 5) If the Manifestation Determination determines that the behavior is a manifestation of the disability, then the team will complete a functional behavioral assessment and behavioral intervention plan. Except when the student is placed in an interim alternative education setting, the student will return to their original placement unless the parents and district agree otherwise.
- 6) Regardless of the manifestation determination, the district on its own authority may place a student in an interim alternative education setting (as determined by the team) for up to 45 school days if the behavior involves weapons or illegal drugs, another controlled substance, or the infliction of serious bodily injury on another person at school or school function; or, considered case by case, unique circumstance; or on the authority of a hearing officer if the district provides evidence the student is “substantially likely” to injure himself or others.
- 7) These procedural requirements apply to students not yet determined to be eligible for special education if the parent has expressed concern in writing or requested an evaluation, or if staff had expressed concerns about the student’s behavior directly to the director of student service or other supervisory personnel.

DISCIPLINING OF STUDENTS WITH 504s

The code of conduct applies to students with and without disabilities; however, students on 504 plans must have an equal opportunity to be successful with classroom rules and behavioral regulations. Section 504 prohibits districts from disciplining students more severely than non-disabled students on the basis of disability. The free and appropriate education (FAPE) requirement of Section 504 provides that appropriate procedures for discipline are designed to meet individual educational needs of students with disabilities as adequately as the needs of non-disabled students are met. Students with 504 plans may be excluded from their programs, as can students without disabilities. If students are suspended or expelled, they are entitled to oral or written notice of charges and an appeal for the opportunity to tell their side. Expulsion or suspensions of 10 or more days are considered a change of placement and must followed the procedures designated by the Americans with Disabilities Act (ADA). When students with 504 plans are excluded from their program for more than 10 school days in the school year, it must be determined if the behavior was a result of the students’ disability (manifestation determination). If it is determined that the behavior was related to the disability, students may

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not be excluded from the current educational placement until a new plan is written. The behavioral intervention services and modifications in the plan should address the behavior violation so that it does not recur.

If the student's misconduct is determined not related to his disability then the district may discipline in the same way as other students would be disciplined. 504 students do not have to be provided with a free and appropriate public education (FAPE) during expulsion or suspension for behavior not related to the disability. Students currently engaged in drug or alcohol abuse are not protected under Section 504.

When the placement of students with disabilities is changed for disciplinary reasons, the students and parents are entitled to the procedural protections required by Section 504 and the ADA. (A school district may employ due process procedures that meet the requirements of IDEA to comply with the Section 504 and ADA requirements for procedural safeguards.) These protections include appropriate notice to parents or guardian, an opportunity for their examination of records, an impartial hearing with the participation of parents or guardian and an opportunity for their representation by counsel and a review procedure. Thus, if, after a reevaluation of an initial placement decision, the parents disagree with the determination regarding the relationship of the behavior to the disability or with the subsequent placement proposal in those cases where the behavior is determined to be caused by the disability, they may request an impartial hearing.

A school district is not prohibited from employing its normal, reasonable procedures short of a significant change in placement for dealing with 504 students who are endangering themselves or others. When students present an immediate threat to the safety of others, school officials may promptly adjust the placement or suspend the students for up to 10 school days, in accordance with rules that are applied evenhandedly to all children.

***Furthermore, though progressive discipline is generally used, the Principal reserves the right to apply all provisions of this handbook consistent with what he/she determines to be in the best interest of the educational process.**

DETENTION

Students whose work or conduct is not satisfactory may be required to remain after school between the hours of 2:00 and 3:00 p.m. Students may also have an option of attending a morning detention from 6:15 A.M. to 7:15 A.M.

***Disciplinary detention takes precedence over all other in-school and out-of-school commitments, including athletics and work. A student who does not complete the assigned discipline action will not be allowed to participate in any extracurricular events; including but not limited to sports, drama, after school clubs, etc.**

Students may be assigned detention by the administration or any staff member for any infractions of unacceptable behavior outlined in the code of conduct. Students should understand that any staff member has the authority to correct misconduct at any time.

SUSPENSION

A student may be suspended from school by an administrator for up to ten (10) days, including from his/her regular classroom or from school attendance generally or any school-sponsored event, on account of any violation of the standards of conduct set forth in this Handbook or for any other action that endangers the student, property, and/or others.

STANDARDS AND PROCEDURES FOR SUSPENSIONS

1. Suspensions are assigned for offenses such as listed in the student code of conduct.
2. During suspensions, students may not participate or attend any extracurricular activities.
3. All suspensions can be appealed and students have due process rights.
4. Parents will be notified of all suspensions.
5. Habitual offenders may be referred to proper juvenile authorities.
6. The Dighton Police Department or the Rehoboth Police Department will be notified of any student suspensions involving criminal offenses.

Students who are suspended from school are ineligible to participate in any extracurricular activity until the first day they return to school, and students on suspension are not permitted to be on school grounds. For example, if a student's suspension runs through close of school on Friday, that student is not eligible to participate in or to attend any school sponsored activities, whether they are on or off school property, until the student has re-entered school on Monday. Furthermore, if a student's suspension runs through close of school on Friday and a vacation period or school cancellation follows, that student is not eligible to participate in or to attend any school sponsored activities until the student has re-entered school.

*** A parental conference with an administrator and the suspended student may be required (at the discretion of the administrator) before a student returns from any suspension. In addition, suspensions are not excused absences.**

Upon a student's return from suspension, it is the student's responsibility to contact the teacher within two (2) school days to make arrangements to make up any missed assignments and/or assessments. A reasonable time limit to complete the makeup work will be determined by the classroom teacher and a specific date for submission of the make-up work will be given to the student involved.

STANDARDS OF BEHAVIOR/CATEGORIES

The following standards of behavior and categories have been adopted as a guideline for the discipline procedures at Dighton-Rehoboth Regional High School.

CATEGORY I

Failure to meet classroom teacher expectations are generally handled on a teacher-pupil basis. Extreme or frequent cases will be referred to the office. Students committing infractions listed below will be referred to the office and will be enrolled in the Progressive Step Program Step 1.

Classroom/Teacher Expectations

1. arriving to class on time
2. not bringing food into class
3. doing work as assigned
4. covering all books
5. bringing work materials to class (e.g., pencils, notebooks)
6. being attentive in class
7. passing in work on time and making up work missed
8. wearing safety glasses and meeting uniform expectations in all vocational shop areas and during all science laboratory sessions

CATEGORY II

Students committing infractions listed below will be referred to the office and will be enrolled in the Progressive Step Program Step 2 and 3. **Any student who is referred to the office out of the classroom, will immediately surrender their electronic device to administration upon their arrival to the main office. Failure to surrender the device will constitute insubordination.**

1. insolent, rude and discourteous behavior, including talking back to any employee in the building
2. repeated offenses of a minor nature after being warned
3. frequent misbehavior in class
4. misbehavior at extracurricular events
5. disturbance in halls or on school grounds
6. general vulgarity/abusive language
7. abusive use of black-soled shoes
8. opening a locked door for others to enter
9. forging, falsifying, or otherwise altering any school record
10. cutting class (staying in the building)
11. leaving class without permission
12. obstructing an investigation
13. leaving lunch without permission

CATEGORY III

Students committing infractions listed below will be referred to the office and will be enrolled in the Progressive Step Program Step 4.

1. texting/sending obscene messages.
2. infractions related to unsafe practices in a shop area
3. leaving the school building or grounds without permission;
4. insubordination/defiance of authority
5. recording (audio/visual)/taking photos of people without permission
6. instigation of physical conflict

CATEGORY IV

Students committing infractions listed below will be referred to the office and will be enrolled in the Progressive Step Program Steps 5, 6, and 7.

- Any student who uses vulgarity and abusive language directed to a member of the staff, including cafeteria workers, custodians, secretaries, and any other employee, will be considered insubordinate.
- Harassment, Intimidation or Bullying. These offenses shall be defined as any gesture or written, verbal, virtual, or physical act that is reasonably perceived as being motivated whether by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory handicap, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, or on a school bus and that:
 1. has effect of harming a student or damaging that student's property;
 2. has the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

CATEGORY V

Students committing infractions listed below will be referred to the office and will be enrolled in the Progressive Step Program Steps 8, 9 and 10. **Personal confrontation** – Violence in any of form will not be tolerated in school or on school grounds. The Principal reserves the right to penalize acts of violence with more extreme penalties that are commensurate with acts of violence committed by the student(s). For the purpose of discipline, the following definitions will be used:

1. Assault: One or more people attempts to cause, or purposely, knowingly, or recklessly cause bodily injury to another.
2. Fight: Mutual engagement in physical confrontation that may result in bodily injury to either party.

A first offense of either assault or a fight will result in a suspension of up to five (5) days out of school. For a second offense, a ten (10) day out-of-school suspension will apply. A third offense will result in the student's referral to the School Committee for exclusion from school. Additionally, any assault and battery that results in an injury requiring medical/hospital

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treatment may be referred to the police authorities.

- A. A 5-day minimum up to a 10-day maximum out-of school suspension:
 - 1. possession of pyrotechnics, smoke or stink bombs, etc.
 - 2. stealing or possession of stolen property – a referral to police is also made
 - 3. repeated or extreme cases of Category I and II
 - 4. hazing
 - 5. gambling (participating in a game of chance for stakes)
- B. A 10-day automatic suspension from school and referral for exclusion.
 - 1. arson, or starting a fire
 - 2. disrupting school by perpetrating a bomb scare, fire drill or lockdown*
 - 3. drinking in school or prior to coming to school or possession of alcoholic beverages on school property or at any school sponsored event, regardless of where the event is held; students are reminded that the possession of alcoholic beverages on school property violates state law and carries a penalty of “imprisonment for not more than 30 days or by a fine of not more than \$100, or both” (Chapter 272, Section 48 of General Laws of the Commonwealth.)

CATEGORY VI

This category has been added as a final step in the Progressive Step Program (Step 11) that has proceeded from guidance/counseling through detentions and suspensions to this final and concluding discipline procedure. Actions defined in this category are only followed when all of the regular discipline procedures – including use of Category V – have been exhausted. Students, whose behavior monopolizes class or administrative time to the detriment of instruction time the teacher or administrators are able to devote to students who are ready to learn, will be suspended from school until the next school committee meeting. At that point, the student shall be brought before the School Committee for an exclusion hearing. At that hearing the student shall have the opportunity to explain his or her actions and the steps that he or she will be willing to take to be a serious student in the school. The decision of the School Committee is final.

A. Violations in the categories below are subject to exclusion from school by the principal. This is mandated by Chapter 71 of the Act of 1993 signed into law on June 18, 1993 (Section 37H). The student shall be provided with an opportunity for a hearing before the exclusion is final.

- 1. Any student who is found on school premises or at school sponsored or school-related events, including athletic games, in possession of a dangerous weapon, including, but not limited to a gun or a knife, or a controlled substance as defined in chapter ninety-four C, including, but not limited to, marijuana, cocaine, and heroin.”
- 2. “Any student who assaults a principal, assistant principal, teacher, teacher’s aide, or other educational staff on school premises or at school-sponsored or school related events, including athletic games...”

B. Any attack by one student on another student that would appear to any neutral observer to be either, an unprovoked attack, or an attack on a victim who was not presenting a clear and present danger to the assailant, shall be referred to the School Committee for exclusion from

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school.

- C. **Vandalism:** Any pupil who shall cut, deface, or otherwise injure any schoolhouse, furniture, fences, outbuildings, or other property of the school, be it accidental or intentional, may be liable to suspension and punishment, and his/her parents or guardian shall be liable for damages to the amount of injury to be collected by the school. Students eighteen years of age or older will be held responsible for the cost of damages as mentioned above. These acts could include writing/defacing desks or lockers or damaging computers or any other school property. See Vandalism Procedure.
- D. **Retaliation:** Retaliation is forbidden against any person who has alleged discrimination, harassment or physical harm, participated or testified in an investigation, or cooperated with authorities in any way. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment, and can be defined as verbal, physical or virtual. If it occurs, it can be considered grounds for an immediate 5-day minimum, 10-day maximum suspension and/or possible referral for exclusion. Any allegation of reprisal will be subject to the same kind of investigation and disciplinary procedures as described by this Handbook.

SMOKING AND SMOKELESS TOBACCO

Education Reform “prohibits the use of any tobacco products within the school buildings, the school facilities, or on the school grounds or on school buses by any individual.” That means exactly what it says – no smoking in the building or anywhere on the school grounds including the parking lots. That law also prohibits the use of “smokeless tobaccos” on school grounds. Since there is no smoking allowed in the school or on the school grounds there is no reason for any student to have cigarettes or other tobacco products on their person.

The penalty for students violating the smoking regulations are listed below:

1. First offense – the student is suspended out of school for five (5) days.
2. Second and subsequent offenses - the student is suspended out of school for ten (10) school days and shall be referred to court for appropriate legal action.

ALCOHOL

It is prohibited for any student to use, serve, possess, consume, or be under the influence of alcohol at any school sponsored event or related activity, whether the event or activity is on or off school property. Further, any student shall be barred from any school-sponsored activity if he or she is in violation of the alcohol procedure will be suspended from school for 10 days, and will be referred to the School Committee for exclusion.

Students are reminded that the possession of alcoholic beverages on school property violates state law and carries a penalty of “imprisonment for not more than 30 days or by a fine of not more than \$100, or both.” (Chapter 272, Section 48 of General Laws of the Commonwealth.)

DRUGS

When a student is found to be under the influence or in possession of a controlled substance or if a student is found to be selling a controlled substance or an item purporting to be a controlled

substance, the following steps shall be taken:

1. Home shall be contacted.
2. Student shall be sent home, or to a hospital by ambulance.
3. Referral shall be made to the police.
4. Student shall be suspended for the maximum period and subject to expulsion by the Principal after being provided with the opportunity for a hearing.

VANDALISM

The School Committee will take appropriate measures to protect school facilities, equipment, and other property against vandalism, and, if necessary, will resort to its legal rights to prosecute vandals.

Individuals who damage, either intentionally or unintentionally, any school property or property of school employees or members of the School Committee, shall be held monetarily responsible for repair or replacement of the damages. In addition, where appropriate, disciplinary consequences will be imposed, and complaints will be brought in the courts against those who damage such property.

HARRASSMENT/BULLYING

Dighton-Rehoboth Regional High School recognizes the right of all students to attend school in a safe and comfortable environment that is free of bullying and harassment. Verbal, physical, and sexual harassment of others will not be tolerated.

The principal or designee will investigate promptly all reports of bullying or retaliation and, in doing so, will consider all available information known, including the nature of the allegation(s) and the ages of the students involved. The principal or designee will remind the alleged aggressor, target, and witnesses that retaliation is strictly prohibited and will result in disciplinary action. To the extent feasible, and given his/her obligation to investigate and address the matter, the principal or designee will maintain confidentiality during the investigative process. Procedures for investigating reports of bullying and retaliation will be consistent with Dighton-Rehoboth Regional School District procedures for investigations.

The full Dighton-Rehoboth Regional School District Bullying Prevention and Intervention Plan can be obtained on District website.

Racial harassment is included in this area. When a student comes forth with a complaint that he/she has been the subject of racial harassment, the procedures set forth under the policy 1480.5, Appendix G, Procedures for Responding to Complaints, will be followed.

Sexual harassment is also included in this area. When a student comes forth with a complaint that he/she has been the subject of sexual harassment, the procedures set forth in the School Committee Policy on Sexual Harassment, Appendix G will be followed. Consequences for students are a verbal warning; reprimand; a written warning/reprimand entered into the student's file; suspension; expulsion; an apology to the victim; a written paper on the topic; learning about sexual harassment; referral for psychological assessment; parental/student/school administrator conference; police involvement; community service; other sanctions deemed appropriate by the school administrator.

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Students who bully and/or harass others will be subject to disciplinary measures that may include suspension from school. Students who feel they are being harassed should report the incident immediately to a teacher, guidance counselor, adjustment counselor or administrator. See School Committee Policy, Appendix “G” and refer to Appendix G, File JICFB, pages 28-31.

SEXUAL HARASSMENT

All persons associated with the Dighton-Rehoboth Regional School District, including but not necessarily limited to, the school committee, administration, professional personnel, classified personnel, and students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment. Any person acting as a member of the school district who engages in sexual harassment against another member of the school district will be in violation of this policy. The Dighton-Rehoboth Regional School District is committed to providing a safe, positive learning and working environment and will not tolerate sexual harassment.

The school district will investigate all formal and informal, verbal and written complaints of sexual harassment. Any student or employee who is found to have used sexual harassment and sexual violence toward any other student or employee will be disciplined.

Definition of Sexual Harassment: Unwelcome advances; requests for sexual favors; or other verbal or physical conduct of a sexual nature may constitute sexual harassment where:

- Submission to such conduct is made, either explicitly or implicitly, a term or condition of a person’s employment or educational development.
- Submission to or rejection of such conduct by an individual is used as the basis for employment or education decisions affecting such individual.
- Such conduct has the purpose or effect of unreasonable interference with an individual’s work or educational performance or creating an intimidating, hostile, or offensive working or educational environment.

*School personnel are required to report and/or investigate all incidents of sexual harassment and sexual violence and take appropriate action, whether they personally observe or are made aware by some other means. Reporting, investigation, and action must occur even if the victim does not express any overt disapproval of the harassment. Such reports must be made to the principal or superintendent of schools. The principal shall notify the superintendent of schools or school committee chairperson.

Information concerning any sexual harassment and sexual violence complaint shall be treated confidentially and consistently with the district’s legal obligations, the need to investigate, and the need to take disciplinary action if it found that sexual harassment or sexual violence has occurred.

The Sexual Harassment grievance officer for the District is the District Coordinator of Special Services.

PROCEDURES FOR RESPONDING TO HARASSMENT COMPLAINTS

Any member of the school district who believes that he/she has been subjected to sexual harassment will report the incident(s) to the superintendent of schools or the chairperson of the school committee. A verbal report shall be documented in writing within twenty-four hours. The

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report should identify what happened, when it happened, how she/he felt, what she/he did or said in response to the harasser, what the alleged harasser did or said, and the names of witnesses, if any.

A student who believes that he/she has been subjected to harassment should report the incident(s) to any adult, teacher, administrator, etc. with whom he/she feels comfortable, understanding that school employees are mandatory reporters and will have to report the incident to the school district's grievance officer.

The school committee chairperson or superintendent shall appoint a sexual harassment grievance officer who will be vested with the authority and responsibility of processing the complaint within ten days. The grievance officer is the Director of Special Services for the District.

The grievance officer will attempt to resolve the problem in an informal manner through the following process: (1) confer with the charging party in order to obtain a clear understanding of that party's statements of facts; (2) meet with the charged party in order to obtain her/his response to the complaint; (3) hold as many meetings with the parties as is necessary to gather the facts; and, (4) on the basis of the grievance officer's perception of the situation she/he may attempt to resolve the matter informally through conciliation, or report the incident and transfer the record to the superintendent, and so notify the parties by mail.

After reviewing the record made by the grievance officer, the superintendent or school committee chairperson may gather more information or evidence necessary to decide the case, and thereafter, impose any sanctions deemed appropriate within her/his authority or refer the matter to the school committee for disciplinary action.

***The victim and/or accused may appeal the action of the superintendent to the school committee.**

Consequences:

Depending upon the seriousness of the harassing behaviors and whether the student has been previously involved in harassing behavior, the student will face one or more of the following consequences:

A verbal warning or reprimand; a written warning or reprimand entered into the student's file; suspension; expulsion; an apology to the victim; a written paper on the topic; learning about sexual harassment; referral for psychological assessment; parental/student/school administrator conference; police involvement; community service or other sanctions deemed appropriate by the school administrator.

HAZING LAW- AN ACT PROHIBITING THE PRACTICE OF HAZING.*

Chapter 269 of the General Laws is hereby amended by adding the following three sections:

Section 17 – Whoever is a principal organizer or participant in the crime of hazing as defined herein shall be punished by a fine of not more than \$1000.00 or by imprisonment in a house of correction for not more than 100 days, or by both such fine and imprisonment.

The term “hazing” as used in this section and in sections 18 and 19, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Section 18 – Whoever knows that another person is the victim of hazing as defined in Section 17 and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than \$1,000.00.

Section 19 – Each secondary school and each public and private school or college shall issue to every group or organization under its authority or operating on or in conjunction with its campus or school, and to every member, plebe, pledgee or applicant for membership in such group or organization, a copy of this section and sections 17 and 18. An officer of each such group or organization, and each individual receiving a copy of said sections 17 and 18 shall sign an acknowledgment stating that such group, organization or individual has received a copy of said sections 17 and 18.

Each secondary school and each public or private school or college shall file, at least annually, a report with the regents of higher education and in the case of secondary schools, the board of education, certifying that such institution has complied with the provisions of this section and also certifying that said school has adopted a disciplinary policy with regards to the organizers and participants of hazing. The Board of Regents, and in the case of secondary schools, the Board of Education, shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such a report.

CHEATING

A concern of every teacher is the matter of cheating. Some of the common variations of cheating may include:

1. Looking at another student's paper or using technology inappropriately during a test or quiz.
2. Carrying information into a test.
3. Copying or using another student's work.
4. Plagiarism-taking someone else's work or ideas and passing them off as one's own.
5. Providing information or materials to another student.
6. Altering or defacing a teacher form to prevent accurate automated scoring.
7. Submitting the same work to more than one course.

For a first offense in a course, a student will receive no credit for the work, three (3) office detentions, and the student's parents will be notified. Subsequent offenses in any course will result in a minimum penalty of up to three (3) school days suspension, and depending on the situation, a student may also be subject to the following consequences where appropriate: a failing grade for the course, suspension from athletic and/or co-curricular activities, and eviction from organizations such as the National Honor Society, Student Government, etc.

MOTOR VEHICLE

All seniors may drive to school once they fulfill the requirements listed below in Part I. Underclass students who meet the requirements listed below in Part II may be granted permission to drive to school. Permission will be granted on an individual basis to underclass students. This procedure pertains to motorcycles and mopeds, as well as automobiles. Students driving to the school and parking at the school are expected to comply with all Massachusetts State Laws with regards to the registration and inspection of their motor vehicles. The School Committee has enacted a parking fee for all student drivers wishing to park on school premises during the regular school day. The fee is \$60.00 and must be paid by October 1st of each school year. Any student, who obtains his /her driver's license and has met the requirements below after January 15th, will pay \$30.00 for half of the school year.

I. SENIORS ONLY

- A. Seniors must fill out the form "Application for Driving a Motor Vehicle to School" and file it with the administration. Applications may be secured in the main office or online at www.drregional.org.
- B. Once a parking permit is approved and issued, it must be displayed on the automobile as directed in the "Application for Driving a Motor Vehicle to School" that is given to each student.

II. UNDERCLASS STUDENTS

- A. Underclass students with an after-school job or participating in after-school activities and needing their motor vehicle to arrive at the job on time may apply for authorization to drive.
- B. Underclass students who have other school commitments (football practice, play rehearsal, etc.) that require them to be in school beyond 2:45 each day may also request authorization to

drive.

- C. Underclass students must fill out the form “Application for Driving a Motor Vehicle to School” and file it with the administration.
- D. Once a parking permit is approved and issued, it must be displayed on the automobile as directed in the “Application for Driving a Motor Vehicle to School” sheet that is given to each student.

III. EMERGENCY SITUATIONS

- A. The student who must unexpectedly drive a motor vehicle to school because of an emergency situation must bring written parental explanation to the office upon entering school that day. A temporary pass will be issued.
- B. Exceptions are made on a day-to-day basis and not for extended periods of time.
- C. Motor vehicles must be registered with the office or signed in daily. Violators will be subject to suspension of driving privileges and possible disciplinary action.

IV. DRIVING AND PARKING REGULATIONS

- A. All motor vehicles must enter and leave the parking lot in a slow and careful manner. There is a firm 15 M.P.H. speed limit on school property, and all drivers and their passengers must wear safety belts. Any violation of the 15 M.P.H. speed limit, failure to adhere to safety belt regulations, or reckless use of a motor vehicle will be cause for automatic suspension of the driving privilege. The first offense will result in three (3) weeks suspension of the driving privilege; for the second offense, a suspension of the driving privilege for the remainder of the semester will occur.
- B. In order to retain the privilege of driving on school grounds, each student driver must drive in a responsible manner while driving to and from school.
- C. Students with driving permits who exhibit persistent and/or excessive tardiness (more than 8 in a semester) to school will lose their driving privilege.
- D. Students may only park in the designated student parking areas as outlined in the information that accompanies the “Application for Driving a Motor Vehicle to School”. Students are not permitted to park in the reserved spaces. A first offense will result in one (1) night office detention. A second offense will result in a suspension of driving privileges for up to three (3) weeks. A third offense will result in a suspension of driving privileges for the remainder of the semester.
- E. The vehicle, any contents within the vehicle, and any passengers are the sole responsibility and liability of the driver.
- F. Students cannot sit in their vehicles or remain in the parking lots for extended periods of time. Upon arrival to school, students are expected to enter the building and upon dismissal from school, students are expected to leave the parking lot.
- G. Students parking in either spaces marked reserved or in areas not designated for parking will be subject to loss of parking privileges and/or towing.
- H. Any student, who does not properly display a parking sticker after October 1, without appropriately notifying the office, may be towed at his/her own expense.
- I. If it becomes necessary to tow a vehicle for any reason, the cost will be charged to the student

SCHOOL BUS DISCIPLINE PROCEDURES

Students will not be dropped off the bus except at their regularly scheduled stop or at school. A permission note from home to a member of the administration is required for stops other than regularly scheduled stops.

The enforcement of proper behavior is the responsibility of the bus driver. Any infraction of the bus rules will be brought to the attention of the student(s) involved by the bus driver. The sequence of notification is as follows:

1. A verbal warning and/or an assigned seat will be issued by the bus driver.
2. If a serious violation, or if a verbal warning did not result in corrective behavior by the student, the driver will complete a written Bus Conduct Report and submit it to a member of the administration.

The student will be spoken to by an administrator and the action taken will be noted on the Bus Conduct Report. Copies of the report will be distributed as follows:

Copy 1 (White) – is for the parent*

Copy 2 (Canary) – is returned to the bus driver

Copy 3 (Pink) – is retained by a member of the administration

Copy 4 (Gold) – is sent to the Bus Transportation Supervisor if a bus suspension is to occur.

(*In certain instances a parent's signature may be required by the administrator.)

1. If in the judgment of the administrator the student's behavior warrants it, or it is a **second** referral, the student will be placed on bus probation by the administrator. Any violation during the probationary period will result in the suspension of bus privileges.
2. If in the judgment of the administrator the violation was extremely serious or it was a **third** referral, a student will lose his/her bus privileges for an extended period of time. Acts of deliberate vandalism or acts that put the safety of the driver and the other students in jeopardy will result in immediate suspension. When a student is suspended from bus transportation, the administrator will verbally notify the student and parent. Such notification will be followed by written confirmation. A student who receives a bus suspension at the end of the school year may have the suspension continued into the following school year.

BEFORE AND AFTER SCHOOL REGULATIONS

Students should not arrive to school any earlier than 6:45. Upon arrival to school students may report to the cafeteria and remain there until the first bell. Students may use this time before 1st period for studying or meeting with teachers or other students. At the warning bell, all students are to proceed to their 1st period class without delay. Failure to be in their assigned classroom before the 2nd bell will result in the student being marked tardy for school.

Dismissal at the close of school must be orderly and follow the method described below:

- At the end of the last period class, students will remain in their assigned rooms and wait for the teacher to dismiss the class. Students may not leave until dismissed by the teacher.
- Students will then move as quickly as possible to their lockers and then to their respective buses. There is to be no loitering in the classrooms, corridors or bathrooms.
- Students may remain after school for a pre-arranged teacher or office detention. Administrative discretion will be employed.

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- Students may **not** loiter around the building, be in the corridors, or be walking throughout the building without a disciplinary consequence.
- Students who complete an activity or assignment early and are waiting for the late buses at 2:45 must wait in the foyer. The late buses will receive students outside the Media Center. Students staying in school after 2:45 must be engaged in a specific school activity. There are no late buses on Friday.

DRESS CODE

The School understands that dress is often a reflection of individual taste and is often part of a person's identity. Nevertheless, in order to maintain optimum conditions under which learning can take place effectively and safely, the school must establish guidelines that govern the wearing of any item that materially and substantially interferes with the operation of a normal school day. **The following are considered inappropriate dress and/or violations of the Student Code of Conduct: wearing of clothes, jewelry, or other apparel or personal belongings that advocate violence, alcohol, and other drug use and/or distribution; or that represent gang activity and/or membership; or that advertise obscenities; or that reflect adversely on persons due to race, gender, creed, national origin, physical abilities, emotional abilities, or intellectual abilities; or that are considered to be distracting or inappropriate attire at the discretion of that administrator.** Additionally, the following rules have been established to ensure a safe, effective learning environment.

At Dighton-Rehoboth Regional High School, students are expected to be neat and clean in appearance and dress in good taste. The following guidelines should be followed:

1. For health and safety, footwear must be worn at all times.
2. Garments designed as underwear, sleepwear or are transparent garments must not be worn as outerwear. Pants must not display underwear.
3. Hats, bandanas, hoods, visors, and all other head coverings are prohibited in the school building (except for religious purposes, medical reasons or Hat Days approved by administration). Hats are not to be carried during the school day and will be implemented as a procedure of "off and out of sight." Staff will collect the hat and hand to administrator until detention is made up.
4. Heavy chains, spiked collars or bracelets and choke collars are not permitted.
5. Any clothing, referring to tops and bottoms, must eliminate any exposure of skin at the waist.
6. Skirts, dresses, and shorts should be without gaps or holes in the fabric. The length of skirts must be appropriate at the discretion of the administration. All pants should be fastened securely above the hips.
7. Clothing that depicts graphics, text, or a depiction of actions against school procedure, promotes alcohol or tobacco, or against the law is prohibited.
8. Students cannot wear sunglasses during school unless a doctor's note is provided for medical reasons.
9. Crop tops and/or tube tops are not allowed.

Administrators will determine if a violation of dress code regulations has occurred; after meeting with the administrator, the student's parents will be called, and students will be required to change into more appropriate dress. Students refusing to comply will be sent home. No restrictions on student freedom of dress and adornment which are contrary to law and which

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might violate the rights of an individual student will be imposed.

CAFETERIA

The following rules serve to make lunchtime at Dighton-Rehoboth run smoothly:

1. Tables are to be left clean.
2. No food may be consumed outside of the cafeteria.
3. Proper behavior is always expected.
4. Students who charge to their account will be capped at \$20.
5. No students are to leave the cafeteria without permission.

Some students may be eligible for free or reduced price lunches. This is sometimes true in families where there are unusually high medical bills, shelter costs in excess of 30% of the family income, special education expenses due to the mental or physical education of a child, or disaster or casualty losses. A bulletin and application for free lunches is supplied to each student at the start of the year that explains this program in detail.

Any student who behaves disrespectfully or rudely toward any cafeteria worker shall be subject to the same discipline consequence as if cited by a teacher.

BEVERAGES

The teacher has discretion on whether to allow students to have beverages in the classroom. An appropriate beverage is defined but not limited to: water, fruit drinks, any item that is sold in the cafeteria, and coffee (tea or hot chocolate) brought from outside the building. A student will have this privilege revoked if he/she is tardy to school.

CORRIDOR REGULATIONS

1. Students are allowed four minutes passing time between classes. Students should move through the corridor without delay and enter the classroom so that other students may pass freely in the halls.
2. Students should always walk on the right side of corridors.
3. In traveling from one class to another, students should use the most direct route.
4. Students should do nothing to impede movement in the corridors.
5. Students in the corridor during class time are required to have a pass.
6. The courtyard may be used for passing between classes during good weather.
7. Proper behavior and appropriate language are always required.
8. Students should not engage in overt public displays of affection.

CELLULAR PHONES AND ELECTRONIC DEVICES

Cellular phones and electronic devices are not permitted to be on or visible unless being used for an academic purpose and students must receive consent from the teacher in advance. If caught with any electronic device when a student is not supposed to be using it, the student will hand it to the requesting staff member. *(A student who refuses to do so will be cited for insubordination under a Category III offense)*. However, students will be permitted to use electronic devices during lunch and passing between periods but not during class periods when they are in the corridor.

1 st Violation	Teacher collects phone and returns to student when he/she stays for teacher detention. If student cannot stay for detention, student will receive phone back and arrange office detention with administrator.
2 nd Violation	Student gives cell phone to administrator each morning and is able to receive the phone back at the end of the school day. Students follow this protocol for one week. Student is also assigned one office detention.
3 rd Violation	Parent called and must pick up phone. Student will stay for office detention. Future violations will result in greater consequences.

PROMS AND DANCES

1. The following procedures will be followed for all proms and dances.
 - a. Tickets must be purchased in school. Students with excessive absences will be denied purchase or have purchased tickets revoked by the administration; students must be in school for the minimum amount of time in order to attend.
 - b. Outside guests must be pre-registered (1 per student).
 - c. Guests are subject to the same regulations as Dighton-Rehoboth students.
 - d. Students must arrive within one hour of the scheduled starting time or they will not be admitted unless accompanied by a parent or upon receipt of a call from a parent. Written notes will not be accepted.
 - e. The parents of students who do not arrive will be contacted by the advisor.
 - f. Students may leave a dance or prom no earlier than one half-hour before the end of the dance unless the parent or guardian of that student comes to the dance or prom to pick up his or her child. The date or friend of that student may not leave prior to one half hour before the scheduled end of the dance unless the parent of that student (date or friend) has made arrangements with the administration in advance.
 - g. A mandatory Breathalyzer test is required at any dance or prom.
 - h. Respectful and safe environment for all attendees. All outside guests must be under the age of 21 years old.

DUE PROCESS

The discipline code of the school is administered within the guidelines set by the U.S. Supreme Court with regard to due process for students. The Supreme Court holds that the Due Process Clause of the Fourteenth Amendment to the United States Constitution requires that a student facing temporary (up to ten days) suspension from a public school be given oral or written notice of the

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charge(s) against him or her. Explanation for the basis for the accusation(s) and an opportunity to present his or her version of the facts is given. In addition, the Court holds that unless the student's continued presence at school endangers persons or property or "threatens disruption of the academic process," the hearing must precede rather than follow his or her suspension. The Court points out that due process does not require that hearings in connection with suspension be trial-like in nature. Therefore, school officials are not required to give the student an opportunity to secure counsel, to confront and cross examine witnesses supporting the charges, or to call his or her supporting witnesses.

SCHOOL SEARCHES

A student search by a public school official will be found reasonable under the U.S. Supreme Court standard if there are reasonable grounds for suspecting that the student has violated or is violating either State or Federal law or rules of the school. The search itself will be conducted in a manner reasonably related to its objectives and not excessively intrusive in light of the age and sex of the student and the nature of the infraction. "Reasonable grounds" for student search may include, for example, a school official's personal observation that the student possesses contraband material on school premises, or the official's receipt of a report to the effect from a teacher, another school employee, student, or some other reliable source.

Search of student lockers, backpacks, pocketbooks and cars on premises: Certain items (including, but not limited to weapons, illegal drugs, alcoholic beverages, tobacco products, stolen property, and so on) may not be stored in lockers, backpacks, pocketbooks or cars.

The school retains the right to periodically inspect lockers, backpacks, pocketbooks, and students' cars (on the premises) for compliance with these rules.

All school and state laws included above have the purpose of ensuring that school remains a safe haven and students are provided the optimum conditions to learn.

CONDUCT OF STUDENTS OUTSIDE OF SCHOOL

If a student were to engage in unlawful and/or improper conduct outside of school, thus raising serious question about the effect that his/her presence in school might have on the rest of the student body or the staff, the principal/ assistant principal may consider such out of school activity sufficient cause for disciplinary action including suspension and or expulsion.

When a felony complaint or conviction of a student arises Mass General Laws, Chap. 71 Sect 37 H 1/2 will be followed.

Notwithstanding the provisions of section 84 and sections 16-17 of chapter 76:

(1) "Upon the issuance of a criminal complaint charging a student with a felony or upon the issuance of a felony delinquency complaint against a student, the principal or headmaster of a school in which the student is enrolled will suspend such student for a period of time determined appropriate by said principal or headmaster if said principal or headmaster determines that the student's continued presence in school would have a substantial detrimental effect on the general welfare of the school. The student shall receive written notification of the charges and the reasons for such suspension prior to such suspension taking effect. The student shall also receive written notification of his right to appeal and the process for appealing such suspension; provided, however, that such suspension shall remain in effect prior to any appeal hearing conducted by the

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superintendent.

The student shall have the right to appeal the suspension to the superintendent in writing of his request for an appeal no later than five calendar days following the effective date of the suspension. The superintendent shall hold a hearing with the student and the student's parent or guardian within three calendar days of the student's request for an appeal. At the hearing, the student shall have the right to present oral and written testimony on his behalf, and shall have the right to counsel. The superintendent shall have the authority to overturn or alter the decision of the principal or headmaster, including recommending an alternate educational program for the student. The superintendent shall render a decision on the appeal within five calendar days of the hearing. Such decision shall be the final.

(2) Upon a student being convicted of a felony or upon an adjudication or admission in court of guilt with respect to such a felony or felony delinquency, the principal or headmaster of a school in which the student is enrolled may expel said student if such principal or headmaster determines that the student's continued presence in school would have a substantial detrimental effect on the general welfare of the school. The student shall receive written notification of the charges and reasons for such expulsion prior to such expulsion taking effect. The student shall also receive written notification of his right to appeal and the process for appealing such expulsion; provided, however, that the expulsion shall remain in effect prior to any appeal hearing conducted by the superintendent.

The student shall have the right to appeal the expulsion to the superintendent. The student shall notify the superintendent, in writing, of his request for an appeal no later than five calendar days following the effective date of the expulsion. The superintendent shall hold a hearing with the student and the student's parent or guardian within three calendar days of the expulsion. The hearing, the student shall have the right to present oral and written testimony on his behalf, and shall have the right to counsel. The superintendent shall have the authority to overturn or alter the decision of the principal or headmaster, including recommending an alternated educational program for the student. The superintendent shall render a decision on the appeal within five calendar days of the hearing. Such decision shall be the final.

GRIEVANCE PROCEDURE

A grievance is a complaint brought by a student, or group of students, who feel that a provision of school regulation has been misinterpreted, applied inequitably or unjustly. When a grievance is alleged, the following procedures should be followed:

1. The aggrieved party should attempt remediation through a conference with the teacher involved. Should this prove unsatisfactory or undesirable, the grievance may be taken to the guidance counselor (if applicable).
2. The aggrieved party, if dissatisfied, may present his/her grievance to the principal, who after hearing the facts and after consultation with the teacher, may take any action he/she thinks is necessary.
3. If aggrieved party feels the solution/decision is not agreeable, he/she may appeal to the superintendent, who, after consultation with the principal, may take any action deemed necessary.
4. Still dissatisfied, the aggrieved party may present the case to the School Committee.

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SECTION SIX: GENERAL PROCEDURES

ASBESTOS MANAGEMENT

In compliance with the United States Environmental Protection Agency's Asbestos Hazardous Emergency Response Act (AHERA) and the 40 Code of Federal Regulations (CFR) Part 763 Subpart E – Asbestos Containing Materials in Schools, The Dighton-Rehoboth Regional School District is committed to providing a safe and healthy environment for all employees, building occupants, transient occupants, contracted building service workers and the public.

Also, in compliance with AHERA, the District will contract with a licensed and approved Inspector to perform three-year re-inspections of school buildings, along with the maintenance of updated Management Plan materials to be kept on file in the Principals' Office of each District School as well as in the Superintendent's Office of the Dighton-Rehoboth Regional School District, 2700 Regional Road, North Dighton, MA, 02764. Questions regarding the Asbestos Management Plan may be directed to the Superintendent of Schools.

INTEGRATED PEST MANAGEMENT PLAN

All schools in the Dighton-Rehoboth Regional School District, in compliance with the Act Protecting Children and Families from Harmful Pesticides, have filed Indoor and Outdoor Pest Management Plans with the Massachusetts Department of Agricultural Resources (MDAR). These plans, about pest management and pesticide use procedure, are accessible at the MDAR website, <http://massnrc.org/ipm/>, in the principal's office of each school and at the District office.

REGULATIONS PERTAINING TO STUDENT RECORDS

Regulations pertaining to student records were adopted by the State Board of Education. These regulations are designed to insure parents' and students' rights of confidentiality, inspection, amendment, and destruction of school records, and to assist school authorities in carrying out their responsibilities under state and federal law.

The No Child Left Behind (NCLB) Act of 2001 contains a provision regarding the disclosure of names, addresses, and telephone numbers of secondary students to military recruiters and institutions of higher learning. Dighton-Rehoboth Regional High School is obligated to provide this information for all students in grades 9 - 12 unless the parent/ guardian or student notifies the Principal in writing that they do not want this information released.

The state has mandated that all schools keep two types of records: one referred to as a permanent record, the other referred to as a temporary record. The permanent record will be maintained by Dighton-Rehoboth Regional High School for sixty years following a student's transfer, graduation or withdrawal from this school. All temporary records will be destroyed within five

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years after a student leaves Dighton-Rehoboth. Medical records are distributed to all students upon graduation.

Information in a student record is not disseminated to any third party (not required by law) without the expressed written consent of the eligible student and/or his/ her parent/guardian. Students and parents have the right to add information to the student record or to request, in writing, deletion of any information. A more complete explanation of all of these rights is available in the Guidance Center, or at <http://www.doe.mass.edu/lawsregs/603cmr23.html>

CLASS DUES

A system of voluntary class dues is in effect for all students who wish to participate. Dues are:

\$15.00 per year for FRESHMAN \$25.00 per year for JUNIORS

\$15.00 per year for SOPHOMORES \$40.00 per year for SENIORS

Students who are part of the dues system are guaranteed a free yearbook, a free graduation cap and gown, and a reduced price ticket for both the junior and senior proms. Students who are not part of the dues system must pay the full price for each of those items at the time of the event. See your class advisor for details.

VOTER REGISTRATION

Dighton-Rehoboth Regional High School encourages students who are of voting age to engage in the democratic process. Voter registration forms are available in the main office for students who have reached the voting age of 18. They can also be requested online at <http://www.sec.state.ma.us/ele/elestudents/studentsidx.htm>

WORK PERMITS

Students between the ages of 14 and 16 should pick up a “promise of employment” card from the Superintendent’s Office. The completed form is returned to the Superintendent’s Office; students must be accompanied by a parent and must bring a birth certificate to complete the work permit process. Students between the ages of 16 and 18 should bring a driver’s license, birth certificate, or social security card to the Superintendent’s Office to obtain a work permit.

ACCIDENT INSURANCE PLAN

The accident insurance plan will be sent home with students to all parents in September.

PROPERTY CARE

All students are responsible for damaged, destroyed, or lost property or materials and must pay for replacement or repair. All textbooks must be covered, and students are reminded to take proper care of them. Failure to do so may result in monetary and/or academic consequences.

LOST AND FOUND

All items found, regardless of value, must be turned in to the office. When you lose something, you should inquire at the office to see if it has been found. **THE SCHOOL IS NOT RESPONSIBLE FOR LOST OR STOLEN PROPERTY.** Students reporting lost items will be asked to complete a form in the office. Students should clearly mark their names on all items of personal property.

STUDENT CORRIDOR LOCKERS

Lockers are issued to students upon entry to school and are for the storage of clothing, textbooks, notebooks and lunches throughout the students' time at Dighton-Rehoboth Regional High School. The administration reserves the right to inspect lockers at any time when reasonable cause exists, and retains a master key allowing access to all student lockers.

Do not share lockers or give your combination to another student. Report damage to lockers immediately to the main office. **The school is not responsible for lost or stolen items.**

LOCK FOR PHYSICAL EDUCATION

Locks that are the property of the school will be placed on all physical education lockers. Lockers and combinations will be distributed by teachers at the beginning of each school year. At the conclusion of the school year, lockers are to be emptied of their contents so that cleaning can be done. If not, items found therein will be discarded.

LATE BUSES

Late buses will be provided for students who have a valid reason to stay after school. The late buses for Dighton and Rehoboth will depart at 2:45 and will be boarded at the exit by the Media Center. Late buses will bring students to either town's elementary school where students must transfer to a specific bus to complete their ride home. There will be **no** late buses on Friday.

The behavioral expectations for students riding the late buses are the same as those for students who ride the buses to school at the start of the day and for students who ride the buses home immediately after school. The consequences for infractions are more stringent, though, because the late bus is a privilege that does not have to be offered, and high school students are expected to be good role models for the elementary and middle school students with whom they ride the late bus. For a first offense, a student will be assigned three (3) office detentions and lose the right to ride the late bus for two (2) weeks. For a second offense, or first offense deemed serious

in nature by the bus driver and administrator, a student will lose his/her right to ride the late bus for the remainder of the semester.

FIELD TRIPS

Field trips by a class are optional opportunities offered from time to time to members of the student body. Their basic purpose is to enrich the regular instruction of the classroom. No student is required to participate in a class trip.

As an optional activity the student has a choice – either to meet the requirements of the school or to not go on the trip. The requirements are simple:

1. Proper behavior is expected of everyone participating. All procedures in the *Discipline Guide* of this handbook are applicable to field trips.
2. Field trips are dress-up affairs. Students who are not dressed properly for the occasion will not be allowed on the field trip.
3. Students are responsible for any work missed in school because of the field trip. Students must make up all work missed, and be prepared to take any quizzes or tests that are given the next day in class. Students must check with teachers before leaving on any field trip.
4. No field trip will be scheduled after May 1, unless approved by the administration.
5. Students who choose not to participate in a class sponsored educational field trip must still attend school, and complete the expected work as assigned by their teachers.
6. Prior to attending a field trip, students must submit the following paper work to their teacher in charge of the field trip:
 - A. Signed Parental Permission Slip
 - B. Grade Eligibility Form completed with signatures.

From time to time, the school will provide buses for pupils to attend athletic contests. Reservations for these will be made in advance in accordance with established procedure. Only students with reservations will be allowed on the bus. Regulations outlined above will be adhered to. All team athletic trips and field trips are “dress-up” affairs.

NO SCHOOL ANNOUNCEMENTS

Announcements relative to “No School” or “Late Start Day” are carried by the following stations beginning at 6:00 a.m.

WPEP (1570)

WARA (1320)

WSAR (1480)

WJAR (TV10)

WPRO (630)

WSNE (93.3)WPRO (92.3)

REHOBOTH EDUCATION ACCESS TV (15)

DIGHTON EDUCATION ACCESS TV (98)

VISITORS TO SCHOOL

All visitors, including parents, must report to and sign in at the main office, and they must wear a visitor’s pass at all times. Due to the fact that the school cannot be expected to provide for those who do not attend Dighton-Rehoboth Regional High School, visitors are generally not allowed. Exceptions to this rule may be approved on an individual basis by the administration.

SECTION SEVEN: EXTRACURRICULAR ACTIVITIES

ELIGIBILITY

Dighton-Rehoboth Regional High School does not discriminate on the basis of race, color, sex, disability, religion, national origin, or sexual orientation in its access of students to all extracurricular activities. Academic requirements for eligibility to participate in extracurricular activities are the same as athletics.

Students with disabilities may be entitled to aides, services, and/or modifications in order to accomplish the objective of equal opportunity to participate in extracurricular activities. The need for any aides, services and/or modifications will be determined on an individual basis. For further information please contact the Guidance Department, or Assistant Principals.

ART CLUB

The Art Club is an organization formed by a group of involved students who are interested in further exploring varied fields in the arts. Art Club students will be helping the Art Department in the exhibition of work done by our students during the year and for the end of the year art show. The Art Club will be involved in community projects, hosting visiting artists, cooperative projects, and field trips.

COLOR GUARD

All students interested are eligible to participate. The body has a set of rules and regulations and is under the supervision of the Flag Unit advisor. Regular practice sessions are held and this group is expected to provide much of the spirit and support for our athletic teams. Tryouts are held in the spring to select participants for the following year.

COMIC BOOK CLUB

Do you like reading comics? Do you enjoy deep philosophical conversations about people in capes? If so, comic book club is the place for you! Join us every Thursday to read the latest comics, graphic novels, and manga.

DR IMPROV

During club meetings, the club members practice improvising comedic scenes. This discipline allows students to develop many life-long habits: a greater confidence, stronger listening skills, much needed public performance skills, the ability to work seamlessly with others, a deeper understanding of dramatic literature, a deep understanding of how stories inform our lives, as well as a sense of levity to help soften the stressful world around us. Hour and a half long practices would be held once a week in the evening throughout most of the school year. The club performs a minimum of three times within the school year.

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ENVIRONMENTAL CLUB

The Environmental Club is available for students to join. The purpose is to raise awareness of environmental issues among high school students and to promote a structure through which they can effect positive change. The club is run by and for high school student for the preservation of our environment . Members of this club meet under the direction of the advisor and carry out activities and programs that the club organizes. Meetings are usually held monthly. Hiking, canoeing and ski trips are also part of the club’s activities.

“FALCON FLYER” –STUDENT NEWSPAPER

The student newspaper, *The Falcon Flyer*, is printed on a semi-monthly basis, depending on interest and club enrollment. As recently as 2006 the newspaper earned awards for writing and overall excellence. Club membership is open to all students interested in the writing, photography, art, proofreading, typing, and layout phases of production.

FRESHMAN TRANSITION PROGRAM

A separate and special program is provided for freshmen entering Dighton-Rehoboth. This program offers 4 days of orientation and assistance by the Peer Mentors and Advisors of the school.

GAY-STRAIGHT ALLIANCE

The goal of the GSA is to promote tolerance and understanding of Gay, Lesbian, Bisexual, and Transgender students through friendship. Membership is open to anyone. Each spring, the GSA sponsors a Day of Silence, a student-led activity where concerned individuals take some form of a vow of silence to bring attention to the name-calling, bullying, and harassment – in effect, the silencing – experienced by lesbian, gay, bisexual and transgender students and their allies.

JAZZ BAND

The D-R Jazz Band is formatted after the big swing bands. The band has full trumpet, trombone, and sax sections which accompany rhythm and guitars. The group plays soft rock, swing and easy jazz. Students are encouraged to develop skills on secondary instruments and double on them in Jazz Band. Jazz Band performs at the Winter Concerts and the Spring Concert, and also performs outside of school by invitation.

LANGUAGE CLUBS

The different language clubs are organizations formed by students interested in any or all of the languages offered for study in our school curriculum. Student sign ups are held in September. The clubs meet 2 - 3 times a month (September - May)

Types of Activities:

1. Fund-raising events

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1. Plan foreign language trips
2. Plan foreign language week activities
3. Attend charity events to help raise money

LEO CLUB

The Dighton-Rehoboth Leo Club is a community service group sponsored and affiliated with the four Lions Clubs of Dighton and Rehoboth whose purpose is to do good works around the school and around the communities of Dighton and Rehoboth. Leos will have the opportunity to plan fundraising events, attend meetings discussing works to do, attend conferences, help out in the school and community, and make donations to charitable causes. There is an emphasis on having fun along with doing these good works. Students who would make good Leos are young men and women who care about their school and town, feel that doing good things is a worthwhile endeavor, like planning events and lending a hand, and are positive and kind individuals

MAJORETTES

The majorette squad will consist of 9 members; 6 regular members and 3 substitutes. All freshmen, sophomores and junior are invited to practice with the squad.

MARCHING BAND

Membership is open to anyone in grades 7 through 12, who are interested in music and who plays an instrument. In the fall, the band plays at rallies, football games, and parades.

MATH TEAM

D-R is a participant in both the Southeastern Massachusetts Math League and the Southeastern Massachusetts Conference Math League. Each league sponsors interscholastic competition in math contests among member schools. Each competition includes questions from arithmetic, algebra, geometry, trigonometry, and analytic geometry. The team is selected from students in grades 9 through 12 by intramural math contests. Students participating on the math team are eligible for varsity interscholastic awards.

To qualify for a letter award a student must:

1. Participate in at least half of the regular meets.
2. Score equal to or greater than the meet averages in at least half of his/her individual rounds of competition.

MEDIA CLUB

The Media Club gives students an opportunity to participate in the daily operations of a library. These students gain valuable work experience and skills while performing a valuable service to the school.

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MOCK TRIAL

If you have an interest in law, Mock Trial will offer you an opportunity to argue cases in a real, live courtroom. Mock Trial is part of the law related education program of the Massachusetts Bar Association. This is an activity that is open to the entire student body. All Mock Trial members have an opportunity to participate in the state-wide Mock Trial tournament. Students may participate as attorneys, witnesses, courtroom artists and video camera operators.

NATIONAL HONOR SOCIETY

Election to Dighton-Rehoboth's chapter of the National Honor Society, named the James A. Frates Chapter, is one of the school's highest honors for students. Only juniors and seniors are eligible for membership. Election standards are based on elements of SERVICE, SCHOLARSHIP, LEADERSHIP, and CHARACTER.

First, students must meet a minimum cumulative weighted average of 96.0 at the end of the sophomore or junior year to be considered for membership. These minimum cumulative averages are the standards that must be attained without the process of rounding off.

Academically eligible students, before election, then must compile a portfolio in which they document at least three examples of SERVICE and one area of LEADERSHIP. Each student is required to obtain three letters of CHARACTER reference, one of which must be from a member of the Dighton-Rehoboth faculty. The portfolios are judged by the Faculty Committee, who will make a decision of acceptance. The Faculty Committee evaluates students on these same characteristics each year.

PEER LEADERS

The Peer Leadership Program at D-RRHS consists of students who wish to work together to promote positive peer pressure in the school environment and community awareness outside of school. The Peer Leaders coordinate many school wide events to foster a safe environment and provide positive choice activities. Peer Leadership is open to freshmen, sophomores, juniors and seniors who have successfully completed the application process.

PRO MUSICA

Pro Musica is the select choir at Dighton-Rehoboth. Participants are chosen by audition. Pro Musica performs at two school concerts each year. In addition, they participate in the Tri-County Choral Festival (January) and have performed at community events and venues such as the town Tree Lightings, the American Auto Auction, Heritage Museum and Gardens, and the Providence Bruins.

SOUTHEASTERN REGIONAL STUDENT ADVISORY COUNCIL

In 1971, a law was passed providing for student representation on the State Board of Education through a Student Advisory Council comprising eleven regional councils and one state-wide

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council. Dighton-Rehoboth is a member of Council A in the Southeast Region. Monthly meetings are held by the Department of Education. Elections are held annually in March to select the D-R representatives to the Regional Advisory Council. The students elected represent D-R at meetings of schools in this area to discuss state-wide secondary schools and legislation affecting secondary schools. Elected students are automatically on the Student Government.

SPEECH TEAM

Speech team is a fun opportunity for students to compete in various aspects of public speaking and dramatic/comic literature. Team members compete in league-wide meets approximately one Saturday per month. Team members are also expected to practice once a week and attend weekly meetings. Qualifying competitors can attend state and national competitions.

THEATER COMPANY

The D-R Theatre Company performs two productions each year. Casting is open to all students by general audition, not for a specific role. Students not wishing to perform on stage may consider joining the technical crew. Typically, the fall production is a play, while the spring brings the annual musical.

Criteria for all shows:

Dance: Technique (flexibility and articulation of movement); Time (maintains relation to and coordination with rhythm and syncopation); Energy (appropriate tension, force, effort, weight, and style of movement); Space (maintains shape, pathway, level and direction); Collaboration (assimilates corrections accurately and consistently); Performance value (dances with artistic expression).

Vocal: Tone (demonstrates secure pitches); Breath Control (projects and controls the tone); Diction (performs with accurate diction); Phrasing (shows comprehension of the character); Expression (performs with style that correctly interprets the score).

Acting: Character Development (creates a well-rounded character which demonstrates understanding of the character's objective); Improvisation (delivers lines and creates movement that elicits audience response); Believability (creates a believable character); Vocal Expression (Uses the correct volume, phrasing and inflection); Movement (uses movement to portray the character); and Focus (remains focused on the scene/exercise).

YEARBOOK

The yearbook staff produces the D-R yearbook which is called the *Aurora*. A tradition that has lasted 40 years, the *Aurora* chronicles the classes, organizations, athletic teams, and important events that occur each school year. The staff meets three to four afternoons each week, usually in groups of two to six members. The work includes desktop publishing tasks such as layout and design using Adobe PageMaker, various organizational and planning tasks, reporting, selecting and cropping pictures, etc. Membership is open to freshmen, sophomores, juniors, and seniors. The editor-in-chief is usually a senior appointed by the yearbook advisor. Other responsibilities and positions are open to all classes. These appointments are usually made by the editor.

STUDENT GOVERNMENT

In order to build a better relationship among students, to create a genuine respect for teachers, to provide wholesome student activities, and to produce outstanding future citizens, Dighton-Rehoboth students have established a Student Government. Student Government consists of the four class presidents, the two student advisory committee members, representatives to the School Committee, and six representatives from each class. The president must be a member of either the senior or junior class; the vice president, secretary, and treasurer, must be members of either the senior, junior, or sophomore classes. All officers will be elected by the student body in the spring. Elected officials must have 80% attendance at student government meetings (excused absences do not hurt attendance) or they will be removed from office.

RESPONSIBILITIES OF STUDENT GOVERNMENT AND CLASS OFFICERS

The election of Student Government and class officers shall be organized and directed by the Administration. Potential candidates are advised that specific duties are a part of each office and that they must be willing to assume these duties, if elected. Once elected, if a student is unwilling or unable to fulfill the duties and/or obligations of his/her position, then a recommendation may be brought to the Student Government Advisor who will convene with the elected student. The purpose of this meeting will be to discuss the elected student's unwillingness or inability to fulfill his/her duties and/or obligations. Following the meeting, a recommendation may be brought to the Student Government membership for the student's removal from office.

DUTIES OF STUDENT GOVERNMENT OFFICERS

President – The President shall preside at all meetings and shall assist the advisor in preparing an agenda for each meeting. The President shall assist the advisor in overseeing and checking on the progress of all committees.

Vice President – The Vice President shall act as President of the Student Government in the

absence of the President. The Vice President shall call attendance and keep records of attendance at all meetings. The Vice President shall assist the President and the advisor with all matters of the Student Government.

Recording Secretary – The Recording Secretary shall keep, record, and deliver the minutes of every Student Government meeting. The Recording Secretary shall maintain a record of all committees, their membership and chairperson, and dates on which they meet. The Recording Secretary shall assist in the preparation of meeting agendas and be responsible for their posting correspondence to the full membership at each Student Government meeting. The Corresponding Secretary shall be responsible for preparing and mailing all Student Government press releases.

Treasurer – The Treasurer shall maintain a balance sheet showing all Student Government financial transactions and shall give a financial report at each Student Government meeting. The Treasurer shall assist the advisor in the collecting and accounting of all Student Government monies.

Corresponding Secretary – The Corresponding Secretary shall be responsible for all correspondence both to and from the Student Government shall read all pertinent.

DUTIES OF CLASS OFFICERS

President: It is the duty of the class president to request meetings and to act as the presiding officer. This office is an executive position and requires initiative in proposing class activities and leadership in bringing them to a successful conclusion.

In case of a long absence of the vice-president, secretary, or treasurer, the president shall appoint a member of the class to serve temporarily until the return of the elected officer.

The president shall appoint the chairman of any committee concerned with a special activity, such as fund raising. This chairman shall be responsible for selecting the committee members.

The class president and committee chairman should be sure that an adequate cross section of the class is represented on all committees.

Vice President: The vice-president shall preside at meetings in the absence of the president. This office includes the responsibility of assisting the president by performing any duties that may be delegated to the vice-president by the presiding

Secretary: The secretary shall keep all class records and be prepared to read the minutes of the previous meeting at each succeeding meeting of the class. These minutes, with any necessary amendments, shall be accepted by vote of the class and so recorded.

The class records shall be entered in a suitable book and kept in the school office where they can be available to the

elected class officers, the class advisors, and the administration.

Treasurer: The treasurer's records shall be responsible for all class funds and furnish a properly prepared financial report at each meeting. This report, with any necessary amendments, shall be accepted by vote of the class and so recorded. The treasurer's records shall be documented and made available to the class officers, the class advisors, and the administration upon request.

All monies collected shall be recorded in accordance with district wide policies and procedures.

SPECIAL DUTIES OF CLASS OFFICERS

It has been the custom that the senior class president to deliver the welcoming address at graduation. The **senior class officers** are responsible for planning and conducting spirit week activities, and for planning reunions of the class. The **junior class officers** shall serve as ushers for the senior prom. If unable to be present, they must provide a substitute satisfactory to the class advisor, who will assume their duties. The junior class president and vice president serve as marshals at graduation. The **sophomore class officers** shall serve as ushers for the junior prom. If unable to be present, they must provide a substitute satisfactory to the class advisor, who will assume their duties.

SCHOOL COUNCIL

School Councils are at the heart of the Education Reform Act of 1993. Teachers, school administrators, parents, students from all grade levels, and community members in the establishment of goals and standards for the local school base them on the belief that there must be active involvement. These stakeholders in educational improvement are viewed as vital partners in educational reform who must work together to identify and achieve the school community's educational mission.

The council holds regularly scheduled meetings. All meetings are open meetings. Students are equal partners on the school council. The school council advises the principal on school matters.

STUDENT REPRESENTATIVE TO THE SCHOOL COMMITTEE

One student from each class and two students elected at large represent Dighton-Rehoboth students in meetings with the Regional School Committee. On a rotating basis a student representative is to be present at each School Committee meeting.

INSTRUCTIONS FOR REQUESTING AN ACTIVITY OR CLUB

Any request for a club, activity, or social event should be based on the following criteria and will be heard by the administration based on available funding:

1. Does it meet a need either socially or co-curricular?
2. Are there enough pupils interested?

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3. Is there a faculty member interested in giving up his time for the activity?
4. Is it a legitimate school connected activity?

If the criteria listed above has been met, the office has a request form that may be filled out and submitted. The request will then be reviewed by the administration.

THE ROLE OF THE FACULTY CLASS ADVISOR

- Class meetings are to be requested from the advisors by the class president. Special class meetings may be called on written request of thirty-five (35) members of the class. Such requests must be presented to the class advisors for approval at least two days before the date of the proposed meeting and the agenda for such meetings must be prepared as specified in the following paragraph: copies of this agenda must be posted. Class meetings may be called at any time by the principal of the school.
- Prior to any meeting, the class officers and the student class representatives, if any, shall meet with the class advisors and prepare an agenda for the meeting; copies of this agenda must be posted.
- Notification of class meetings shall be announced to the faculty two days prior to the date of the meeting.
- At the first meeting of the class during any calendar year, the advisors shall instruct the class on its role in class activities, emphasizing that it is the duty of the class itself to propose and execute these activities.
- The most important work of the school is done in the classroom. Other activities are entirely extracurricular. The student body should be primarily responsible for the success or failure of these extracurricular activities and not the faculty advisor.
- Class advisors shall be chosen by the administration from a volunteer list. Advisors may continue with a class for succeeding years, if they so desire. Each class must have an advisor. The advisor acts as general chairperson for all class activities.

SECTION EIGHT: ATHLETICS

The athletic program at Dighton-Rehoboth Regional High School shall be an integral part of the educational process. Competitive athletics shall be developed within the context of sportsmanship, health, and scholastic achievement. The program should occupy a position at Dighton-Rehoboth Regional High School comparable to that of other extracurricular activities.

PHILOSOPHY

The Interscholastic Athletic Program at Dighton-Rehoboth Regional High School is committed to the total physical, emotional, social and mental development of its participants. The program is an extension of the values and ideals of our school leading to the development of a well rounded individual. D-R athletes will take pride in themselves, their team, school and community while learning to work together towards common goals. Every athlete should enjoy the experience of being a team member.

Tryouts for programs are open to all students providing they meet the standards of academic eligibility, school citizenship and basic physical/health qualifications. Participation in the program is a privilege granted to students who meet and maintain these standards.

GENERAL OBJECTIVES

1. Encourage participation in athletic contests on the part of as many student-athletes as possible;
2. Promote the observance of good sportsmanship, ethical conduct, and fair play in all athletic contests;
3. Maintain essential standards of eligibility;
4. Promote an atmosphere that will enable student-athletes to reach their potential;
5. Encourage self-discipline, high standards, team spirit, and individual responsibility;
6. Realize that academics is the primary concern of each student athlete.

STUDENT-ATHLETE RESPONSIBILITIES

1. Exhibit the proper ideals of sportsmanship, ethical conduct, and fair play;
2. Avoid actions that may degrade the school, the sport, or the athlete;
3. Demonstrate courtesy to visiting teams, coaches, and officials;
4. Respect the integrity and judgment of sports officials;
5. Establish an amiable relationship between visitors and hosts;
6. Achieve a thorough understanding and acceptance of the rules and standards of the Athletic Handbook;
7. Encourage leadership, use of initiative, and good judgment by all players on the team;
8. Recognize that the purpose of athletics is to promote the mental, moral, social, emotional and physical well-being of the individual.
9. Demonstrate respectful behavior and adhere to the standards of good citizenship established by the Student Handbook.
10. Remember that an athletic contest is only a game.

TEAMS AVAILABLE FOR STUDENTS

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FALL

<u>BOYS</u>	<u>GIRLS</u>	<u>CO-ED</u>
Football (V, JV, F)	Field Hockey (V, JV)	Golf
Soccer (V, JV)	Soccer (V, JV)	Cross Country (V, JV)
	Volleyball (V, JV, F)	Cheerleading

WINTER

<u>BOYS</u>	<u>GIRLS</u>	<u>CO-ED</u>
Basketball (V, JV, F)	Basketball (V, JV, F)	Indoor Track
Ice Hockey (V, JV, F)		Swimming
Wrestling		Cheerleading

SPRING

<u>BOYS</u>	<u>GIRLS</u>	<u>CO-ED</u>
Baseball (V, JV, F)	Softball (V, JV, F)	Outdoor Track
Tennis (V, JV)	Tennis (V, JV)	
Lacrosse (V, JV)	Lacrosse (V, JV)	

*Dighton-Rehoboth competes as a member of the South Coast Conference

RULES AND REGULATIONS

All rules and regulations governing secondary school students, interscholastic athletic contests, and practices are established by the Massachusetts Interscholastic Athletic Association (hereinafter referred to as the MIAA). All coaches and personnel concerned with the administration of the athletic program must be thoroughly familiar with these regulations. Coaches are responsible for properly administering their particular sports.

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equipment as a weapon.

LOCKER ROOM AND EQUIPMENT

The student-athlete is responsible not only for the general care and upkeep of his / her locker but also for the care and return of any uniforms and/or equipment issued to him / her. Along with a locker, a student-athlete will also be provided with an individual lock to secure his/her belongings. Any item damaged or not returned must be paid for equal to its replacement value. **All obligations concerning equipment, lockers and uniforms must be met prior to the involvement of the student-athlete in another sport or his/her participation in any class activity, including school dances and proms.**

PARENTS' PERMISSION FORM

A student must submit a completed, signed parent's permission form prior to his/her first practice session. This form must be completed for each athletic season of involvement.

The form used to certify parent receipt of this Student Handbook implies compliance with all athletic regulations.

PHYSICAL EXAMINATION

All student-athletes are required to have the Physical Form signed by a parent or guardian on file with the Nurse. The Massachusetts Interscholastic Athletic Association requires that all participants have a valid physical examination prior to try-outs. **All such examinations must be documented on the Medical Examination Form provided by the Athletic Department and coaches must supply an athletic roster to the school nurse for verification prior to participation in any sport.** It is the responsibility of the coach to insure that no one takes part in a practice or contest if the student-athlete has not provided proof of a current physical examination. It is strongly recommended that an annual examination be scheduled between June 15th and August 20th of each school year. An exam administered during this period of time will cover a student for the complete school year. Please ask the physician to mail a signed copy of the completed exam to either the nurse or the athletic office at the high school or to deliver it personally.

INSURANCE

All D-R student athletes participating in the interscholastic athletic program are covered by a rider to the basic insurance plan. This procedure is non-duplicating, which means that if you have any type of personal insurance coverage, our insurance carrier will only pay what your insurance carrier does not and that will only be for what they determine to be reasonable and customary charges. If you do not have any type of personal insurance coverage, our insurance carrier will only pay reasonable and customary charges for treatment. The limits for these charges will be determined by the carrier. If you have any questions regarding these limits that our insurance carrier provides, we ask that you please contact the insurance carrier directly.

If your son or daughter is injured AND has sought medical care, it is the student's responsibility to report this injury to the athletic trainer, accompanied by a note from the practitioner with a diagnosis, so that an Athletic Injury Report can be filled out. (This report starts a paper trail for the school). If school athletic insurance is necessary for payment or partial payment, it is the responsibility of the parents to obtain the necessary forms from the front office and send these

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forms to medical personnel. If an athlete is taken ill by an athletic related injury after leaving practice or a game and must be taken for medical assistance, he or she should report this fact to the coach or trainer immediately upon return to school.

EMERGENCY AMBULANCE PROCEDURES

All emergency ambulance procedures governing the school as found in the Student Services Section of the Student-Parent Handbook apply to student-athletes. These procedures have been agreed to by the Chairman of the Rehoboth Ambulance Committee and the Dighton Fire Chief.

PRESCRIPTION AND NON-PRESCRIPTION MEDICATION

The same procedure as is in place for all students for the administration of medication to students in the school is in place for athletes.

EMERGENCIES

During each athletic season, Dighton-Rehoboth has on duty a certified athletic trainer. The athletic trainer is located in the athletic trainer's office. The athletic trainer should be summoned immediately when there is an injury. Remember — the injured athlete takes priority over all else.

All coaches take with them medical kits and ice coolers for every practice and game. Water coolers are also available to coaches.

Coaches should be made aware of any medical conditions that their athletes may have. Those with asthma/allergies who have a prescribed inhaler/epi pen should not be allowed to participate unless their inhaler/epi pen is with them. They may not share with others. Any questions should be directed to the Trainer.

Coaches should maintain their medical kits with proper supplies and replenish supplies with the Athletic Trainer. Supplies in the medical kit are for injuries, not equipment.

Each coach should have a list of team members with the following information: name of parent/guardian; emergency numbers; pertinent medical information.

All injuries must be reported to the Athletic Trainer. In case of an emergency:

1. Contact the trainer to report status and determine whether 911 call is needed.
2. Give direction as to where the athlete is located (field, gym, etc.) and suspected injury.
3. Give immediate first aid based on coach's training. Do not hesitate to call 911 if the trainer is unable to be contacted. Give any ambulance specific information as to athlete's location.
4. If any athlete is sent to the trainer, make sure that the athlete is accompanied by a teammate.

MIAA ATHLETIC ELIGIBILITY RULES

MIAA student eligibility requirements for participation in high school athletics are quite involved. The MIAA regulations have been condensed considerably here in an attempt to highlight the most important rules and regulations. As with all MIAA rules, there is a waiver process. Waivers of MIAA rules must be initiated by the school principal. If the below information does not answer specific questions, or there is a concern that a waiver might be necessary, please contact the Athletic Office.

MEMBERSHIP IN SCHOOL

A student-athlete shall have been a member of some secondary school for a minimum of two months (exclusive of the summer vacation) and have been issued a report card preceding the contest, unless entering from elementary or junior high school during the same school year. A pupil's attendance at school does not start when he/ she registers in that, but rather when he/she begins attending school sessions. When a student-athlete drops out of school and then decides later to return to the same school, he/she cannot become eligible for athletics until a report card has been issued and until the expiration of a minimum of two calendar months from the date of his/her return to the same school, and until the requirements of the Rules of Eligibility are fully met.

TRANSFERS

A student-athlete who transfers from any school to a MIAA member high school is ineligible to participate in any interscholastic athletic contests at any level for a period of one year in all sports in which that student participated at the varsity level during the one year period immediately preceding the transfer (except as exempted on the next page). For the purpose of this rule, no transfer will be deemed to have taken place if a student-athlete returns to his/her former school on or before the eleventh school day from the date of the last attendance there.

Varsity participation is defined as any appearance, as a competitor, in a varsity inter-school contest other than a scrimmage. For a transfer student-athlete to be eligible in a specific sport within the year of his / her transfer, the sending school principal, athletic director, and head varsity coach(es) of the sport(s) in which the student-athlete desires to participate must certify by signature that the student-athlete did not participate at the varsity level during the year prior to the actual transfer. If it is later determined that the sending school falsely or erroneously certified eligibility, then the sending school will be subject to minimally a letter of censure, copies of which will be mailed to the school committee, superintendent, principal, athletic director, and reported in the MIAA Newsletter. The MIAA certification form must be dated and filed at the receiving school before the student is declared eligible (as to the transfer rule only) by the receiving school principal. All other eligibility requirements must also be satisfied before the student-athlete is permitted to participate. Foreign exchange students are not eligible until Form 100 (A) is properly executed. A student-athlete who transfers after the start of the practice season is ineligible in all sports during that sport season.

Exemptions to the transfer rule — Eligible immediately provided that all other eligibility requirements are met:

1. Change of residence of a student-athlete's parents: A student-athlete's transfer is necessitated by a change of residence of his I her parent(s) to the area served by the

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school to which he / she transfers. (This exception does not apply to a change in custody, guardianship, or to a student's change in residence from one parent to another.)

2. Junior high school transfer: A student-athlete who enters the 9th grade of a 4-year school and who has not been enrolled previously in the 9th grade.
3. Elementary / Junior High / Middle School graduate: A student-athlete who has completed the last grade available previously attended.
4. Closed school: If a school no longer exists, a student-athlete in attendance may be eligible at the school of his / her choice immediately after the closing of the school which he / she had been attending.

COOPERATIVE TEAMS

Student-Athletes participating in a School Committee and MIAA approved cooperative athletic team will be held responsible to Dighton-Rehoboth Regional High School and Athletic Department policies as presented in the respective handbooks. In addition, student-athletes will also be responsible to policies of the cooperative host school as presented in their handbooks when applicable or more stringent than Dighton-Rehoboth Regional policies.

AGE LIMITS

A student-athlete shall be under nineteen years of age, but may compete during the remainder of the school year provided that his / her 19th birthday occurs on or after September 1 of the year. For grade 9 competition, a player shall be under 16 years of age, but may compete during the remainder of the school year provided that his / her 16th birthday occurs on or after September 1 of the year. Principals must exercise great care in determining the ages of contestants, and in all doubtful cases, must secure birth certificates from the town clerk of the pupil's place of birth.

PENALTY FOR PLAYING IF INELIGIBLE

The principal of a school which plays a student-athlete who is later found to be ineligible, whether because of the student-athlete's own misstatements or lack of care on the part of the school authorities, shall notify in writing the principal(s) of the opposing school(s) and the executive director of the MIAA forfeiting every competition in which the ineligible student-athlete competed. Since the principal is personally responsible for attesting to the eligibility of each contestant, and since allowing an ineligible player to participate in a contest is a serious matter, it is strongly advised that the principal give personal attention to this matter. In all contests such as cross country, golf, gymnastics, skiing, swimming, tennis, track, and wrestling, the participation of an ineligible player shall result in the forfeiture of the whole contest.

ATHLETE CONTEST EXPULSION

A student who is ruled out of a contest shall not participate in the next scheduled competition with a member school or in M IAA tournament play. The disqualified student is ineligible for any contest in that sport until the next contest at the same level has been completed.

A student ruled out of a contest twice in the same season shall be disqualified from further participation in that sport and in all sports during that season for a year from the date of his / her second disqualification. A student or coach who physically assaults an official shall be expelled

from the game immediately and banned from further participation or coaching in all sports for one year from the date of the offense.

The game official who excludes a student under the provision of this rule should immediately inform the coach of each team, official scorer, and state the violation. If the game official fails to file his / her report but notifies the coaches and the official scorer, the player is bound by the suspension. The athletic director in charge of the contest or his / her designee is responsible for having the official suspension forms available for game officials, and sending copies to the principal of each school involved, the athletic director of each school involved and the executive director of the MIAA. The official should complete the forms before leaving the site of the game.

Fighting and unsportsmanlike conduct penalties will be within the authority of an official at all times at the game site. Any student in any sport who willfully, flagrantly, or maliciously attempts to injure an opponent shall be removed from the game immediately and shall not participate in that sport season for one year from the date of the incident. Some of the reasons that an official may eject a student from a contest that would lead to a game expulsion are: fighting (caution should be taken to ensure that a player who is defending him / herself is not penalized if he/she is not the aggressor), flagrant unsportsmanlike conduct which is defined but not limited to violent action toward a player, official, and spectator, the use of foul or abusive language and the like.

If a student is ruled out of the last contest of the season, the penalty carries over to the following year in that same sport season. However, if a team is playing in tournament competition, it is considered an extension of the sport season.

ACADEMIC REQUIREMENTS

Note: academic requirements at Dighton-Rehoboth are different from the MIAA minimal academic standard.

At Dighton-Rehoboth Regional High School all students are expected to pass all of his/her courses. Academic eligibility is then determined at the end of each of the four marking periods. At Dighton-Rehoboth the four eligibility periods are: first quarter, second quarter, third quarter, and final grade. **A student who fails more than one major course (courses equivalent to 2.5 or more credits per semester or 5 credits or more for the year) or two minors (courses equivalent to 1.25 credits per semester) will be ineligible to participate in athletics, including practice, until the next marking period. A student who fails one major and one minor would thus be ineligible.**

The academic eligibility of all students shall be considered as official on the date when report cards for that marking period have been issued. Incomplete grades do not count toward eligibility. A student-athlete who repeats work upon which he / she has once received credit cannot count that subject a second time for eligibility. A student-athlete cannot count for eligibility any subject taken during summer vacation unless that subject has been previously pursued and failed.

A student-athlete receiving services under Chapter 766 whose individualized education plan is a 502.4 or more restrictive prototype may be declared academically eligible by the principal provided that all other eligibility requirements are met.

A Major Course = 2.5 credits per semester or 5.0 credits per year;

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A Minor Course = 1.25 credits per semester or 2.5 credits per year.

PARTICIPATION

A student-athlete shall be eligible for interscholastic competition for no more than 12 consecutive athletic seasons beyond 8th grade. In no case may a student-athlete be eligible to participate in more than four of the three annual athletic seasons. In special cases where a student-athlete has been absent because of an accident or illness which prevented school attendance, the executive director or his / her designee shall have the authority to extend the student-athlete's eligibility upon presentation of a doctor's certificate on the student-athlete's behalf and a letter from the principal attesting to the inability of the student-athlete to attend school during the period of the student-athlete's absence because of an accident or illness. In instances where an extended eligibility is granted the student-athlete may be declared eligible only for the season(s) that the student-athlete's illness prevented him / her from participating.

PRACTICE LIMITATIONS/LOYALTY

A bona fide member of the school team is a student who is regularly present for, and actively participates in, all team practices and competitions. A student-athlete shall participate in only one MIAA interscholastic sport in any defined MIAA sport season (Fall, Winter, or Spring) including tournaments and/or championships in that season. A student-athlete officially becomes a member of his/her team for the sport season on the date of that school's first regular season contest in that sport.

Participation in any Meet or Tournament sponsored by the MIAA is limited to students of institutional member schools which have registered that sport with the Association during the summer membership renewal process. Rule 45 of the July 1, 2007 MIAA Handbook states: "A bona fide member of the school team is a student who is consistently present for, and actively participates in, all high school team sessions. Bona fide members of a school team are precluded from missing a high school practice or competition in order to participate in a non-school athletic activity/ event in any sport recognized by the MIAA.

First Offense: Student athlete is suspended for 25% of the season. Second offense: student-athlete is suspended for an additional 25% of the season, and is ineligible for tournament play immediately upon confirmation of the violation.

SCHOOL DISCIPLINE OBLIGATIONS

A student-athlete with a school disciplinary obligation is expected to fulfill the disciplinary obligation before reporting to an athletic practice and/or game. Students cannot expect, and should not request, disciplinary action to be postponed or cancelled for any athletic reason. It is expected that our athletes be model citizens both in and out of school; they should set an example for all students.

MIAA CHEMICAL HEALTH/ALCOHOL/DRUGS/TOBACCO

As a member of the MIAA, Dighton-Rehoboth Regional High School strictly enforces the below listed Rule (MIAA Handbook July 2007, page 54. Rule 62.1):

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“From the earliest fall practice date, to the conclusion of the academic year or final athletic event (whichever is latest), a student shall not, regardless of the quantity, use or consume, possess, buy/sell or give away any beverage containing alcohol; any tobacco product; marijuana, steroids; or any controlled substance. This procedure includes products such as ‘non-alcoholic, NA or near beer.’ It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student’s own use by his/her doctor.”

(Note: This Rule, during an athletic season, is in effect seven (7) days of a week, 24 hours a day.)

Minimum Penalties

First Violation: “When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests totaling 25% of all interscholastic contests in that sport. No exception is permitted for a student who becomes a participant in a treatment program. It is recommended that the student be allowed to remain at practice for the purpose of rehabilitation. All decimal part of an event will be truncated (i.e. All fractional part of an event will be dropped when calculating the 25% of the season.”

Second and Subsequent Violations: “When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility of the next interscholastic contest totaling 60% of all interscholastic contests in that sport.

If after the second or subsequent violations the student of his/her own volition becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in MIAA activities after a minimum of 40% of events. Such certification must be issued by the Director or Counselor of a chemical dependency treatment center.”

Penalties shall be cumulative each academic year. If the penalty period is not completed during the season of violation, the penalty shall carry over to the student’s next season of actual participation, which may affect the eligibility status of the student during the next academic year.”

CODE OF CONDUCT FOR STUDENT-ATHLETES

In addition to the rules established by the MIAA, Dighton-Rehoboth also has in place a set of rules designed to strengthen the athletic program at the high school. They are to be considered as procedure for all individuals that are part of our athletic program.

School rules which apply to the general student body always apply to the student-athletes. The Student Handbook and any other school rules are automatically part of this Code of Conduct.

Violation of any rules encompassed in the athletic code or a code issued by the coaches are to be reported to the athletic director within 24 hours of the infraction. A written report must be filed on the following school day. In all cases of discipline, an athlete may have his or her case reviewed. This may be done in the following manner:

1. The student-athlete and / or parent/guardian has 2 school days after disciplining action to request a meeting with the athletic director.

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2. If not satisfied, the student-athlete and/or parent/ guardian may ask to meet with the principal, athletic director, and coach within 5 school days after step one has been followed.
3. If a satisfactory disposition of the incident has not been reached after (1) and (2), then the parent may contact the superintendent of schools for possible further action. The decision of the superintendent is final.

PARENT CODE OF CONDUCT ATHLETICS AND ACTIVITIES

The essential elements of character building and ethics in athletics and activities are embodied in the concept of sportsmanship and six core principles: sportsmanship, leadership, teamwork, responsibility, dedication, and professionalism. The highest potential of excellence is achieved when competition reflects these "six pillars of character".

Expectations for spectators for extra-curricular events will be the following:

1. Respect the decision making of the coach, advisor, and game officials during games and events.
2. Respect game officials during games and events.
3. Support a positive sportsmanship environment that is centered on best effort rather than winning.
4. Encourage DRRHS core values throughout all events.
5. Parents or guests in violation of the code of conduct may be dismissed, suspended, or permanently expelled from future extracurricular activity by Administration.

ABSENCE

Students who are absent from school may not participate in any school activity during that afternoon or evening unless they have an excused note from doctor, court, etc. Students who arrive in school after 9:07 A.M. or who are dismissed before 12:08 A.M. are recorded as absent from school on that day. Any student who is absent from school is ineligible to play in a game that day or to participate in after-school or evening activities on that same day unless with an authorized excuse. Students must attend school for a minimum of five periods in a day in order to be eligible to participate in after-school or evening activities on that day. There may be extenuating circumstances that are exceptions to the above rule; however, only the principal and/or his designee may decide when this rule may not apply.

MISSING PRACTICE

A team can function effectively only when all participants are present. Any player who skips practice is hurting himself and the team. A player should make every effort to notify the coach of any practice he or she may miss. The coach of the team will determine if the excuse is acceptable. Punctuality is considered as an important factor in evaluating the development of a program. Any player reporting late to practice or missing practice will be informed of the effects behavior has on the team and self. Repeated offense without an acceptable excuse could result in suspension or dismissal from the team.

SUSPENSION

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As a minimum, any player suspended out-of-school or placed in in-school suspension will not be allowed to practice or play or to attend any meetings during the time of such suspensions. If the suspension includes a Friday or the day before a long weekend or vacation, the student is not allowed to take part in any activity on the weekend or during the time period when school is not in session.

PHYSICAL EDUCATION

No athletes are to be excused from physical education and be permitted to participate in extracurricular practices or contests.

SCHOOL NURSE

Students who spend time in the nurse's office during the school day due to illness should be cleared by the nurse to participate that day.

JOINING A TEAM

While most athletic teams have a tryout period for prospective athletes to join a squad, it is extremely important for the participant to join the team during these tryouts. No student-athlete will be allowed to join a team after tryouts have been completed and the official roster has been established. Exceptions to this rule can also be granted by the athletic director. The only exception to this rule will be in the case of the following: the student who has been injured and has been cleared or the academically ineligible student who regain eligibility during the third marking period. Under NO circumstances will students be allowed to join a program once 20% of the varsity season has concluded.

LEAVING A TEAM

When a student tries out for a team, he or she does so with the thought and deliberation about the many commitments required for the participation in that sport. The coach will devote some of his or her time and effort in the development of each individual. Athletes have a responsibility toward the coach and team. Any athlete who quits a team once interscholastic play has begun will not be permitted to participate on another team during that same season. The coach will notify the athletic director when an athlete leaves a team after the start of the season. In the event that a student-athlete is cut during tryouts for a sport, that student-athlete will be permitted to join a non-cut sport if he / she so desires.

DISMISSAL FROM A TEAM

All student-athletes are expected to adhere to the Student-Athlete's Responsibilities, as outlined by this handbook. Students who chronically miss practices because of detentions, suspensions, and/or other unexcused reasons or who chronically misbehave either in school or on the team, and whose actions are deemed detrimental to the welfare of the team, can be suspended or dismissed from the team.

In all cases, the head coach must inform the athletes of the behavior in question and give them the opportunity to correct the behavior. Also, the head coach must inform the athletic director before any decision is made to remove an athlete from the team. The head coach shall be

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responsible for any decision made as to dismissal, and the athlete may appeal the coach's decision to the athletic director. The decision of the athletic director shall be final.

SELECTION OF SQUADS

Choosing the members of athletic squads is the sole responsibility of the coaches of those squads. However, their actions must be governed according to the limits as determined by the Athletic Department, and they must choose their squad members in conformity. Special consideration to seniors who have played for the previous three years. The decision of the head coach is final, unless the decision was arbitrary, capricious, or discriminatory. Appeals of the coach's selection by parents/students should be made first to the head coach, then to the athletic director, and, if still dissatisfied, then to the principal.

Coaches shall provide students trying out for a sport with the following information:

1) the extent of the tryout period, 2) the criteria to be used to select the squad, 3) the number of team members to be selected, and 4) the practice and game commitments.

OVERLAPPING

No student may compete simultaneously on two (2) different squads during the same sport season. A student who has been cut from one squad may apply for another sport within three days after being cut. The athletic director must be notified, and he/ she must approve the change. The decision of the athletic director is final. There will be no additions to a team once interscholastic contest begin.

PRACTICE SESSIONS

All practice sessions are cancelled in the event of an emergency school closing. All non-school day practice sessions must be cleared through the athletic director. Coaches are directed to give athletes one weekend day off (two days preferably) off each week. In addition, Sunday practices are to be held no earlier than 11:30 am. These considerations allow for both religious and family obligations as well as the mental and physical well-being of the athletes. However, a game may have to be rescheduled for 11:00 a.m. on that day. It is a rare occurrence and should be seen as a necessary exception. Students will not be penalized if they miss a game because of Sunday obligations.

USER FEES

When students and/or their families are obliged to pay user fees, the athletic user fee must be paid in full by the end of the second week of competition OR a specific date set by the athletic director. If the user fee(s) have not been paid, an athlete can be denied participation.

Fees shall be established by the School Committee prior to the start of the season; records as to the amount paid by individual athletes or families shall be kept by the athletic director.

FUND RAISING

A school may not in any way subsidize students who might attend a summer camp outside of the authorized seasonal limits for a sport. No fund raiser can be initiated for any reason without first

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clearing it through the athletic director.

PARENT ORGANIZATIONS

There currently exist six adult organizations that support athletics: The Drivers Club (Field Hockey); Gridiron Club (Football and related activities); Hoopsters Club (boys and girls basketball and related activities); Track and Field Boosters (cross country, winter and spring track and related activities); Strikers (boys and girls soccer and related activities); and Friends of the Marching Band. We encourage all parents to join any of these fine organizations.

TEAM CAPTAINS

Team captains at Dighton-Rehoboth Regional High School accept great responsibility upon election or selection. They should possess the ethical and moral character to lead a team and accept responsibilities and duties associated with the position.

Captains are only recognized at the varsity level, and no captain will be able to assume the responsibilities of a captaincy until he/she has successfully completed a training program organized by the Athletic Department. Game captains are not recognized as team captains and thus do not have to attend a captains' training program.

It is recognized that captains are held to a higher standard than those established for other team members. Failure to comply with the responsibilities outlined for a captain can result in the loss of a captaincy.

Violations to established MIAA Chemical Health policies will result in an immediate forfeiture of the captaincy for the full school year; in the case of chronic violations of the Student-Parent Handbook, including repeated detentions or suspensions, or suspension from school based on a criminal complaint, a coach can recommend the forfeiture of one's captaincy for the season or full year. In all cases, the student will be provided with an opportunity to be heard. This procedure will apply to underclass students who have been elected/appointed as captains for the following year.

Duties of the captain include, but are not limited to: attending the captains' workshop; meeting regularly with the head coach; setting a proper example for all athletes to follow, both on and off the field; assisting the head coach as required; encouraging team members to follow the Athletic Code and school/athletic procedures.

LETTER AWARDS, BANQUETS, AND CHAMPIONSHIPS

1. A letter, certificate, YOG pin, and insert are awarded to all student-athletes who earn their first letter in any sport.
2. A student-athlete who earns a letter in a second sport receives the insert emblematic of that sport.
3. A student-athlete who earns a second, third, or fourth letter in the same sport receives an insert emblematic of that sport of each subsequent letter earned after the first.
4. Captains receive a captain's insert for each sport in which they served in that capacity.
5. Year of graduation pins are awarded to all first-letter award winners.
6. Certificates are presented to all student-athletes at the conclusion of each sport season.

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7. Each team member of a South Coast Conference championship team receives a team picture plaque. In addition, a championship banner or year-flag is ordered to be hung in the gymnasium.
8. For a state championship, a special committee will be formed to decide upon an appropriate award.
9. Coaches and/or booster clubs are encouraged to hold banquets or awards' nights at the end of each sport season for all student-athletes who finished the season in good standing. Certificates and trophy awards are presented at this banquet.
10. The Athletic Department will host an all-sport varsity banquet at the end of the year.

LETTER AWARD REQUIREMENTS

To earn a letter in any sport all student-athletes must comply with the following:

GENERAL

1. Must uphold all rules and regulations set forth in this Athletic Handbook;
2. Remain a member in good standing for the entire season;
3. Have good attendance and demonstrate commitment to the team as demonstrated by a positive attitude and effort.

SPORT SPECIFIC

Baseball - must participate in a minimum of 50% of the varsity schedule.

Basketball - must participate in a minimum of 50% of the varsity schedule.

Cheerleading - must participate in a minimum of 80% of the varsity schedule.

Cross Country - must finish in the top seven positions for D-R runners in a minimum of 50% of the varsity schedule.

Field Hockey - must participate in a minimum of 50% of the varsity schedule.

Football - must participate in a minimum of 50% of the varsity schedule.

Golf - Must earn a minimum of 18 points; Two points awarded for each match started and one point awarded for each match as alternate participant.

Soccer - must participate in a minimum of 50% of the varsity schedule.

Softball - must participate in a minimum of 50% of the varsity schedule.

Spring Track - Must earn a minimum of 25 points during the course of the season.

For example, in dual meets a 1st place finish is worth 5 points, 2nd worth 3 points, 3rd is worth 1 point.

Tennis - must participate in a minimum of 50% of the varsity schedule.

Volleyball - must participate in a minimum of 50% of the varsity schedule.

Winter Track - Must earn a minimum of 15 points during the course of the season. For example, in dual meets a 1st place finish is worth 5 points, 2nd worth 3 points, 3rd is worth 1 point.

Marching Band/Color Guard - The Band Director and Color Guard Instructor will determine eligibility for a Varsity Letter based on criteria set in place. Varsity letters will be awarded to the Marching Band/Color Guard members based on the following criteria:

1. Must have three years of continuous service starting with the 9th grade. No letter will be awarded prior to Junior year in High School.
2. Must attend:
 - a. Band camp starting with the 9th grade
 - b. 90% of football games
 - c. Somerset Jamboree
 - d. Memorial Day Parades
 - e. Thanksgiving Day game
 - f. Hometown events – both Dighton and Rehoboth
 - g. 75% of practices

This is the criteria for a Varsity Letter. The Band Director and Color Guard Instructor will review absences and special circumstances on a case-by-case basis to determine Varsity Letter eligibility.

EXCEPTIONS

1. A senior who makes a varsity squad need only meet the general criteria listed above to earn a letter.
2. A senior who makes a varsity squad and is injured while practicing and/or playing and cannot finish the season will earn a letter.
3. Student-athletes at any grade level can earn a varsity letter if they serve a varsity squad in the capacity of team manager or statistician. The varsity coach will be the sole determinant.
4. Special cases not specifically covered herein will be discussed with the athletic director to determine whether or not a letter is to be awarded.
5. At the coach's discretion, an underclassman who serves in the capacity of captain and has faithfully fulfilled his/her duties may receive a letter.

TRANSPORTATION TO CONTESTS

For team unity, safety and liability reasons, athletes are required to travel to and from contests on the vehicle provided by the school. Exceptions — which should be rare occurrences and emergency in nature — can only be granted under the following guidelines.

Student-athletes will be allowed to travel with a parent/ guardian after the conclusion of a game at the coach's discretion. Most coaches require student-athletes to travel to and from a contest together as a team. The parent/guardian must be willing to assume all liability for the student's travel.

In any case where a student-athlete must travel with a parent of another student-athlete at the conclusion of a contest (for instance, a concert or play), written authorization must be on file with the athletic director prior to the departure of the team on that game day. Once again, the parent/guardian must be willing to assume all liability for the students' travel.

There will not be any cases at all which involve a student-athlete driving to or from a contest in

his/her own vehicle or any travel with another student. The only permissible exceptions to the transportation rule that will be allowed involve a parent/guardian driving and assuming all liability for the student(s).

DRESS AND BUS DECORUM

At all away games, athletes are official representatives of their school and community. Accordingly their dress should be appropriate and represent able. The coach is responsible for all behavior on team buses. To help coaches, it is recommended that the team captain(s) assume some responsibility for behavior on the bus.

DIRECTIONS TO SCC SCHOOLS

Apponequet: Take Route 140 South to County Road (Exit 9). Bear right off the exit and take first left onto Freetown Street. At the end of the street is Howland Road. The high school is across the street on the right hand side. The track is in back of the school.

Bourne: Take Route 495 over the Bourne Bridge. Take the first right as you go around the rotary (there is a Gulf station on the corner). Bourne High School will be the second school on the left. To get to the track, take the first left after the school. At the end of the road, make a left, and the school entrance will be at your left.

Case: From Rehoboth: Take Route 118 toward Swansea. Take a left at the water tank in Swansea onto Locust Street. Locust Street becomes Hortonville Road. Stay on this road until you come to Lovett's Market. Take a right onto Milford Road; the entrance to Case High School is on the right. From Dighton: Take Williams Street to Sharps Lot Road at the Dighton-Swansea line. Go left onto Sharps Lot Road. Stay on Sharps Lot Road until you come to your first stop sign. Turn right onto Marvel Road. Marvel Road takes you into Hales Hill Road and then onto Hornbine Road. Stay on Hornbine Road until you come to a variety store. Take a right onto Milford Road; the entrance to Case High School will be on your right.

Fairhaven: Take Route 195 East to Exit 18. Exit right onto Route 240. At the second set of lights, turn right onto Route 6. Fairhaven High School is a couple of miles down Route 6 on the right; the track facility is located off of Park Street, which is across the street from the high school on the left.

Greater New Bedford V-T: Follow Route 44 East to Route 140 South to Ashley Boulevard exit. Off of the exit, continue straight past a blinking light and through one set of lights. V-T is about a half mile ahead on the right.

Old Rochester: Take Route 195 East through Fairhaven to Mattapoisett Exit 19. Take a right off the exit and proceed to the traffic lights at Route 6. Turn left onto Route 6 and the school is on the left about 4 miles up Route 6.

Seekonk: Take Route 44 West into Seekonk Turn right at Arcade Avenue. Turn left onto Ledge Street and the high school entrance will be on your right.

Wareham: Take 195 East to Cape Cod. Take a right onto Route 28. Follow Route 28 (Main Street) until you come to the lights at the Route 6 intersection. Take a left and the school is on the left behind the middle school.

APPENDIX

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COMPUTER NETWORK AND INTERNET ACCEPTABLE USE POLICY FOR STUDENTS OF THE DIGHTON~REHOBOTH REGIONAL SCHOOL DISTRICT

File: IJNDB-E-3

The Internet is a worldwide network of interconnected computers that allows users, including students, corporations, government agencies, authors, doctors, and scientists to share information with one another. The Internet also provides an opportunity for users to communicate with each other, no matter how far apart they are geographically. Because of its enormous size, the Internet provides an almost limitless amount of information that can be used for educational purposes. With such great potential for education also comes the potential for the posting or retrieval, intentionally or unintentionally, of inappropriate or harmful material. It is the purpose of these guidelines to assist all members of the Dighton~Rehoboth Regional School District computer network, which includes World Wide Web access and electronic mail capability, to use this resource safely and appropriately.

The Dighton~Rehoboth Regional School District computer network, which includes World Wide Web access and electronic mail capability, exists solely for educational purposes, which are defined as classroom activities, research projects directly related to class assignments, career and professional development, and high quality self-discovery activities of an educational nature. The Dighton~Rehoboth Regional School District computer network is not to be considered a resource intended for use as a public forum or for any purpose that is not directly related to the delivery of educational services.

Members of the Dighton~Rehoboth Regional School District community are responsible for good behavior on school computer networks just as they are in a classroom or school hallway. Communications on the network may reach larger audiences than face-to-face conversations or telephone discussions. General school rules for behavior and communications apply. Access to network services will be provided to those who act in a considerate and responsible manner.

The Dighton~Rehoboth Regional School District believes that the benefits to students from access to information resources and opportunity for collaboration available through the Internet exceed the potential disadvantages. However, the parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the Dighton~Rehoboth Regional School District respects each family's right to decide whether or not their child will have independent access to the World Wide Web and an individual e-mail account at school.

For students to be permitted to gain independent access to the web or individual e-mail accounts, they must agree to and abide by the rules set out below. For students under 18, parents must provide written permission forms before students will be permitted to gain independent access to the web or individual e-mail accounts. If the Dighton~Rehoboth Regional School District does not receive a signed user agreement and, if applicable, a signed parental permission form, students will not gain independent access to the web or individual e-mail accounts, but they may still have exposure to the Internet during classroom instruction or library research exercises.

The Dighton~Rehoboth Regional School District will make every reasonable effort to minimize the risk that users will encounter objectionable material on the Internet. However, there is no absolute guarantee that this will not happen. The Dighton~Rehoboth Regional School District intends to utilize any blocking or filtering safeguards required by law. With these measures, in addition to user education, implementation of this policy and grade-appropriate supervision, the Dighton~Rehoboth Regional School District believes that the Internet can be used safely to enhance the delivery of educational services.

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Rules:

1. Network access is a privilege, not a right. The use of the network must be consistent with, and directly related to, the educational objectives of the Dighton~Rehoboth Regional School District. A violation of the terms of this Acceptable Use Policy may result in suspension or termination of network access privileges (other than directly supervised access during classroom instruction) and may also result in other disciplinary action consistent with the disciplinary policies of the Dighton~Rehoboth Regional School District and could also result in criminal prosecution where applicable. The Dighton~Rehoboth Regional School District will cooperate fully with law enforcement officials in any investigation relating to misuse of the Dighton~Rehoboth Regional School District computer network.
2. Violations of this Acceptable Use Policy include, but are not limited to, the following conduct:
 - a. Using profane, vulgar, threatening, defamatory, abusive, discriminatory, harassing or otherwise objectionable or criminal language in a public or private message.
 - b. Sending messages or posting information that would likely result in the loss of a recipient's work or system.
 - c. Sending "chain letters" or "broadcast" messages to lists or individuals, subscribing to "listserves" or "newsgroups" without prior permission, or using the Internet access for any other personal use, without prior permission.
 - d. Participating in other types of use that would cause congestion of the network or interfere with the work of others.
 - e. Using the network in a manner that would violate any U.S. or state law. This includes, but is not limited to, copyrighted material, threatening material, and spreading of computer viruses.
 - f. Accessing or transmitting materials that are obscene, sexually explicit, or without redeeming educational value.
 - g. Accessing any prohibited sites on the Internet
 - h. Revealing the personal address or telephone number of oneself or another person.
 - i. Revealing one's password to anyone else, using anyone else's password, or pretending to be someone else when sending information over the computer network.
 - j. Attempting to gain unauthorized access to system programs or computer equipment, including attempts to override, or to encourage others to override, any firewalls established on the network.
 - k. Attempting to harm, modify, or destroy data of another user.
 - l. Exhibiting any other action whatsoever which would in any way subject the user or the Dighton~Rehoboth Regional School District to any civil or criminal action.
 - m. Discussing sensitive or confidential school department information in e - mail communications.
 - n. Using the Dighton~Rehoboth Regional School District technology network to buy, sell, or advertise anything.
 - o. Using discussion groups or "chat rooms."
 - p. Using the Dighton~Rehoboth Regional School District technology network for gambling.
 - q. Using the Dighton~Rehoboth Regional School District technology network for political campaigning purposes, including attempts to influence ballot questions or to promote or oppose a candidate for public office.
 - r. Failing to log off the computer network at the conclusion of a work session or at the request

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- of system administrators.
- s. Using the computer network for recreational purposes or activities relating to personal hobbies.
 3. The Dighton~Rehoboth Regional School District assumes no responsibility for:
 - a. any unauthorized charges of fees, including telephone charges, long distance charges, per minute surcharges, and/or equipment or line costs.
 - b. any financial obligations arising out of unauthorized use of the system for the purchase of products or services.
 - c. any cost, liability, or damages caused by a user's violation of these guidelines.
 - d. any information or materials that are transferred through the network.
 4. The Dighton~Rehoboth Regional School District makes no guarantee, implied or otherwise, regarding the reliability of the data connection. The Dighton~Rehoboth Regional School District shall not be liable for any loss or corruption of data resulting while using the network.
 5. All messages and information created, sent or retrieved on the network are the property of Dighton~Rehoboth Regional School District. Electronic mail messages and other use of electronic resources by students and staff are also the property of the Dighton~Rehoboth Regional School District and should not be considered confidential. Copies of all information created, sent, or retrieved, including but not limited to web sites visited (cache files), are stored on the computer network's back-up files. While the Dighton~Rehoboth Regional School District does not plan to review cache files or back-up files on a regular basis, it reserves the right to access and monitor all messages and files on the computer system as it deems necessary and appropriate in the ordinary course of its business for purposes including, but not limited to, ensuring proper use of resources, investigating allegations of improper use, and conducting routine network maintenance. Where appropriate, communications including text and images may be disclosed to law enforcement or other third parties without prior consent of the sender or receiver.
 6. The Dighton~Rehoboth Regional School District strongly condemns the illegal distribution (otherwise known as pirating) of software. Any users caught transferring such files through the network, and any whose accounts are found to contain such illegal files, shall immediately have their accounts permanently revoked. In such event, the user's network access will be limited to directly supervised use during classroom instruction. In addition, all users should be aware that software piracy is a federal offense and is punishable by a fine or imprisonment.
 7. Many kinds of materials eventually find their way to the network. If a user finds materials that are inappropriate while using the Dighton~Rehoboth Regional School District Technology Network, he/she shall refrain from downloading this material and shall not identify or share the material. It should be understood that the transfer of certain kinds of materials is illegal and punishable by fine or imprisonment.
 8. Should a user, while using the Dighton~Rehoboth Regional School District Technology Network, encounter any material that he/she feels may constitute a threat against the safety of fellow students, staff members, or the property of the Dighton~Rehoboth Regional School District, that user is obligated to report his/her discovery of such material to a teacher or to his/her principal.
 9. The Dighton~Rehoboth Regional School District administration reserves the right to amend this policy at any time without prior notice.

**COMPUTER NETWORK, INTERNET AND E-MAIL ACCEPTABLE USE POLICY
FOR STUDENTS OF THE DIGHTON~REHOBOTH REGIONAL SCHOOL DISTRICT
USER CONTRACT**

File: IJNDB-E-4

I agree to follow the rules set forth in the Dighton~Rehoboth Regional School District Acceptable Use Policy. I understand that if I break any of these rules, my school e-mail account, if I have one, may be taken away from me. I also understand that, if I break any of these rules, I may not be allowed to do independent research on the World Wide Web. I also understand that if I break any rules set forth in the Acceptable Use Policy, I may also be disciplined according to school rules. I also agree to pay my school back for any money it loses because of any violation by me of the rules set forth in the Acceptable Use Policy.

**COMPUTER NETWORK, INTERNET AND E-MAIL ACCEPTABLE USE POLICY
FOR STUDENTS OF THE DIGHTON~REHOBOTH REGIONAL SCHOOL DISTRICT
PARENT/GUARDIAN PERMISSION**

File: IJNDB-E-5

1. I have read the Computer Network, Internet, and E-Mail Acceptable Use Policy for the Dighton~Rehoboth Regional School District.
2. I understand that this access is designed for educational purposes.
3. I recognize that some controversial material exists on the Internet.
4. I understand that the level of my child’s independent access to the Internet depends on my child’s grade level, as explained in the Acceptable Use Policy.
5. I give permission for my son/daughter to have the access to the Internet that corresponds with his/her grade level.
6. I have discussed with my son/daughter his/her responsibilities regarding the use of the Dighton~Rehoboth Regional School District Network and Internet access.
7. My son/daughter understands and agrees to follow the Acceptable Use Policy of the Dighton~Rehoboth Regional School District.
8. I understand that any violation by my son/daughter of the terms of the Acceptable Use Policy may result in the suspension or revocation of his/her e - mail account or independent access to the World Wide Web and may also result in school disciplinary action.
9. I will not hold the Dighton~Rehoboth Regional School District liable or responsible for any materials my son/daughter accesses, acquires, or transmits via the Dighton~Rehoboth Regional School District computer network and/or Internet connection.
10. I agree to indemnify the Dighton~Rehoboth Regional School District for any losses, costs, or damages, including reasonable attorney’s fees, incurred by the Dighton~Rehoboth Regional School District relating to or arising out of any violation by my son/daughter of the Acceptable Use Policy.

File: ACAB

**DIGHTON-REHOBOTH REGIONAL SCHOOL DISTRICT
SEXUAL HARASSMENT**

All persons associated with the Dighton-Rehoboth Regional School District, including but not

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necessarily limited to, the Regional School Committee, administration, professional personnel, classified personnel, and students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment. Any person acting as a member of the school district who engages in sexual harassment against another member of the school district will be in violation of this policy. The Dighton-Rehoboth Regional School District is committed to providing a safe, positive learning and working environment and will not tolerate sexual harassment.

The school district will investigate all formal and informal, verbal and written complaints of sexual harassment. Any student or employee who is found to have used sexual harassment and sexual violence toward any other student or employee will be disciplined.

Definition of Sexual Harassment: Unwelcomed advances; requests for sexual favors; or other verbal or physical conduct of a sexual nature may constitute sexual harassment where:

Submission to such conduct is made, either explicitly or implicitly, a term or condition of a person's employment or educational development. Submission to or rejection of such conduct by an individual is used as the basis for employment or education decisions affecting such individual. Such conduct has the purpose or effect of unreasonable interference with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or educational environment. A range of behaviors include leering, pinching, patting, verbal comments, subtle pressure for sexual activity, attempted rape, rape, other unwanted touching, unwelcomed sexual advances, displaying sexually suggestive objects, and discussion of one's sexual activities.

School personnel are required to report and/or investigate all incidents of sexual harassment and sexual violence and take appropriate action, whether they personally observe or are made aware by some other means. Reporting, investigation, and action must occur even if the victim does not express any overt disapproval of the harassment. Such reports must be made to the Grievance Officer:

Ms. Janet Griffith, Special Education Director
Dighton-Rehoboth Regional School District
2700 Regional Road
North Dighton, MA 02764
(508) 252-5000 ext. 165

File: ACAB

Information concerning any sexual harassment and sexual violence complaint shall be treated confidentially and consistently with the district's legal obligations, the need to investigate, and the need to take disciplinary action if it is found that sexual harassment or sexual violence has occurred.

Procedures for Responding to Complaints:

Any member of the school district who believes that she/he has been subjected to sexual harassment will report the incident(s) to the Grievance Officer. A verbal report shall be

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documented in writing within twenty-four hours. The report should identify what happened, when it happened, how she/he felt, what she/he did or said in response to the harasser, what the alleged harasser did or said, and the names of witnesses, if any. The grievance officer will be vested with the authority and responsibility of processing the complaint within ten days. The grievance officer will attempt to resolve the problem in an informal manner through the following process: (1) confer with the charging party in order to obtain a clear understanding of that party's statements of facts; (2) meet with the charged party in order to obtain her/his response to the complaint; (3) hold as many meetings with the parties as is necessary to gather the facts; and, (4) on the basis of the grievance officer's perception of the situation she/he may attempt to resolve the matter informally through conciliation, or report the incident and transfer the record to the superintendent, and so notify the parties by mail. After reviewing the record made by the grievance officer, just or School Committee Chairperson may gather more information or evidence necessary to decide the case, and thereafter, impose any sanctions deemed appropriate within her/his authority. The victim and/or accused may appeal the action of the superintendent to the Regional School Committee.

Consequences:

Depending upon the seriousness of the harassing behaviors and whether the student or employee has been previously involved in harassing behavior, the student or employee will face one or more of the following consequences:

Consequences for Students:

A verbal warning; reprimand; a written warning/reprimand entered in the student's file; suspension; expulsion; an apology to the victim; a written paper on the topic; learning about sexual harassment; referral for psychological assessment; parental/student/school administrator conference; police involvement; community service; other sanctions deemed appropriate by the school administrator.

Consequences for Employees:

A verbal warning; reprimand; a written reprimand/warning, entered into the employee's personnel file; suspension without pay; termination of employment; an apology to the victim; learning about sexual harassment; referral for psychological assessment; police involvement; other sanctions deemed appropriate by the school administration.

The victim may seek informal resolution in the form of telling or writing the harasser to stop the behavior.

File: ACAB

This policy shall be published in the high school's student handbook. All employees shall receive a copy of this policy annually, and new employees will receive a copy of this policy when they commence employment.

It is unlawful to sexually harass or retaliate against an individual involved in a sexual harassment case. Anyone who retaliates against an individual who reports sexual harassment or sexual violence will be disciplined. Anyone who retaliates against an individual who testifies, assists, or participates in an investigation, proceedings, or hearing related to a complaint of sexual harassment and sexual violence will be disciplined.

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Submission of a complaint or a report shall not affect the individual's employment, grade, work assignment, etc.

Retaliation includes but is not limited to any form of intimidation, reprisal, or harassment.

Students in grades K-12 shall receive age appropriate education in sexual harassment and sexual violence. This instruction will emphasize the importance of treating others with respect.

The state and federal agencies responsible for enforcing nondiscrimination statutes include:

Massachusetts Commission Against Discrimination
1 Ashburton Place
Boston, MA 02108 (617-727-3990)

Equal Employment Opportunity Commission
1 Congress Street
Boston, MA 02114 (617-565-3200)

The Dighton-Rehoboth Regional School District recognizes that not every advance or comment of a sexual nature constitutes harassment. Every complaint, however, requires an investigation of the facts. Accusations of sexual harassment are serious matters and will be so treated. If such accusations are falsely made or without good faith, they can have a serious effect on innocent parties.

LEGAL REFS.: Title VII, Section 703, Civil Rights Act of 1964 as amended 45
Federal Regulation 74676 issued by EEO Commission
Education Amendments of 1972, 20 U.S.C. 1681 et seq. (Title IX)
Board of Education 603 CMR 26:00

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SCHOOL COMMITTEE POLICIES

The Dighton-Rehoboth Regional School Committee has several policies that relate to student discipline. For purposes of easy understanding we have included only the following three sections in this handbook. The full policy manual of the School Committee is available in the main office.

A. School Committee policy requires the Principal – or his delegate – to refer to police authorities any student who:

1. Commits an assault and battery which results in an injury requiring medical hospital treatment to another student, school personnel, or school visitor;
2. Possesses or transmits any firearm, knife, explosive, other dangerous weapon, or any other dangerous sharp-pointed instrument which can cause serious injury or intimidation;
3. Possesses, transmits, or sells alcohol, illegal drugs, or any other controlled substance;
4. Damages or steals school property of value;
5. Threatens or attempts to commit an assault, to do bodily harm to a student, staff member, or administrator;
6. Commits any other criminal act.

B. A student may be suspended or expelled if he/she violates one or more of the following specific standards of conduct on school premises, or at school sponsored school related events, including but not limited to proms or athletic events.

1. Causing or attempting to cause damage to school property, stealing, or attempting to steal school property of value;
2. Causing or attempting to cause physical injury to another person, except in self-defense;
3. Violating a criminal law;
4. Continually violating school rules;
5. Using, possessing, selling or distributing dangerous weapons including but not limited to, any pistol (revolver, rifle, shotgun, air or spring gun); slingshot; bludgeon; brass knuckles or artificial knuckles of any kind; any knife (regardless of size); razor; any device or object with a sharp point; or, any other object that is carried for the purpose of inflicting injury on another;
6. Using, possessing, transmitting, or being under the influence of alcohol, illicit drugs, or any other controlled substance;
7. Defying the valid authority of school personnel;
8. Violating the smoking and use of tobacco products law;
9. Directing profanity, vulgar language, or obscene gestures toward another student, school personnel, or visitors to the school;
10. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, derogatory statements addressed publicly to others that precipitates disruption of the school or incites violence;
11. Committing extortion, coercion, or blackmail;
12. Lying or giving false information, either verbally or in writing, to school personnel;
13. Violating another student's civil rights;
14. Committing any other action not herein listed which would seriously interfere with the education of others or seriously threaten the safety of others.

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The Dighton-Rehoboth School District's Food Service Program is intended to be user-funded, although it is supplemented by federal resources. Breakfast and hot lunch meals are available to students and staff who wish to purchase them. The charge to students and staff for breakfast and lunch shall be determined annually by the Dighton-Rehoboth Regional School Committee. The charge for students' meals shall be published annually in each school's student handbook.

I. PURPOSE: The purpose of this policy is to establish consistent meal account procedures throughout the district. Unpaid charges place a financial strain on the school budget. The goals of this policy are:

- To establish a consistent district policy regarding charges and collection of charges;
- To treat all students with dignity in the serving line regarding meal accounts;
- To support positive situations with district staff, district business policies, students and parents/guardians to the maximum extent possible; and
- To encourage parents/guardians to assume the financial responsibility of meal payments and to promote self-responsibility of the student.

II. SCOPE OF RESPONSIBILITY:

The District Point Of Sale (POS) Contractor: Responsible for maintaining charge records and notifying parent(s)/guardian(s) and the school district business office when outstanding balances reach or exceed the allowed limits established by this policy. Whatever system is used should be compatible with the district student management system (X2). The district also needs the ability to have periodic reports to show outstanding lunch charges. The POS system should keep any information regarding the financial status of students (including those that qualify free and reduced lunch status) confidential (i.e. discreet enough to not be seen by other students).

The Food Service Contractor: The Food Service Department is responsible for monitoring the status of each student as they purchase lunch – if a student is over the \$20 amount, then the cashier should only allow the student to purchase the minimum state required lunch.

The School District: Each school office is responsible for supporting the POS Contractor and the Food Service Contractor, in collection activities and managing the monetary accounts for that school. The school district business office shall be responsible for handling those accounts that exceed the maximum dollar charge amount.

The Parent/Guardian: Responsible for immediate payment of outstanding lunch charges.

III. ADMINISTRATION

1) Free and Reduced Lunch Students

- a) Free Lunch Status students will not be allowed to have a negative account balance. Free lunch status allows a child to receive a free meal every day. A-la-carte items are not part of the USDA program.
- b) Reduced Lunch Status students will be subject to the same policy outlined below under Section “**2) All Other Students**”. Reduced lunch status allows a child to receive meals at a reduced amount, which is determined by the Department of Elementary and Secondary Education, Nutrition, Health & Safety Programs.

2) All Other Students

- a) Students will be allowed to charge up to a maximum dollar amount of \$20.00 which will be known as the “account cap.” This policy applies to students at the elementary, middle, and high school levels, with the following stipulations:
 - i) These meals will include anything on the menu;
 - ii) Notice(s) of deficit balances will be sent to parents/guardians when the account deficit reaches or exceeds \$10.00;

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- iii) When the child reaches the “account cap”, they will only be offered a designated menu alternative. Sample: cheese sandwich, veggie sticks, fruit, and milk;
- iv) This designated menu alternative will be charged to the child’s lunch account at the standard lunch rate. It will be reported as a meal to the state and federal school lunch authorities, and thus will be eligible for reimbursement. Parents/guardians are responsible for payment of these meals to the food service program; and
- v) Once the child reaches the maximum meal charge, no a-la-carte items will be sold to the child, and all transactions may become a cash basis transaction.

3) Balances Owed: Collection of balances owed will follow the School Committee’s Policy: Student Fees, Fines, and Charges (File: JQ). This will apply to any account balances above the “account cap” at any time, and any payments made by check that are returned to the district by the bank with notice of “insufficient funds”. Balances may be checked at any time by logging into the [MealPayPlus](#) system (if applicable) or by contacting the school building administrator.

a) **Checks Returned for Non-Sufficient Funds (NSF):** When a check is returned to the Treasurer’s Office for “NSF,” a letter will be sent to inform the parent(s)/guardian(s) from the individual school office. A penalty fee of \$25.00, plus the amount of the check, will be deducted from the child/children’s lunch account immediately upon notification from the bank. Payment for the NSF check, plus the penalty, must be in the form of cash, cashier’s check, or money order, and should be made payable to the Dighton~Rehoboth Regional School District and sent to the Business Office. Payment must be received within ten (10) days of the date of the letter. Second requests will follow Massachusetts General Law, Chapter 93 §40A.

b) **Balances Owed with No Response by Parent/Guardian:** If the payment is not received, the Superintendent or his/her designee may take one or more of the following actions, unless or until prohibited by state law or regulation:

- 1) Prohibit participation of the student in the program;
- 2) Prohibit participation of the student from participating in any future fee-based program, until or unless outstanding balances are resolved;
- 3) Prohibit student participation in senior activities or graduation exercises;
- 4) Referral to small claims court and/or District Attorney’s Office.

4) End of Year Accounting - All charges not paid before the end of the school year will be carried forward into the next school year. Letters will be sent home prior to the last day of school to students whose accounts show a deficit. Seniors must pay all outstanding charges before receiving their cap and gown. All seniors will receive a notice in May of remaining money in their lunch account. In the case of a positive lunch balance, the student can elect to move money into a sibling lunch account or can choose to receive a refund. All refund requests will be sent to the business office for payment.

5) All school cafeterias possess computerized point of sale/cash register systems that maintain a record of all monies deposited and spent for each student, and said record will be made available to the parent upon request. The POS vendor shall provide material that the school

district will send out to inform parents that meals can be paid for in advance and the balances maintained in their child's account to minimize the possibility that the child may be without meal money on any given day. If a student is without meal money on a consistent basis, the business office will investigate the situation more closely, including contacting the parent/guardian to bring money to the school and/or encouraging the parent to apply for free or reduced price meals.

a) **Blocks on Accounts:** The system will not support any type of account restrictions - it will be up to the parent(s)/guardian(s) to determine what their child may or may not purchase from the food service vendor.

b) **Refunds:**

i) Withdrawn Students: For any student who is withdrawn, a written request for a refund of any money remaining in their account must be submitted. E-mail requests are also acceptable.

ii) Graduating Students: Students who are graduating at the end of the year will be given a refund. Funds can also be transferred to a sibling's account with a written request.

c) **Unclaimed Funds:** All refunds must be requested within one year. Unclaimed funds will then become the property of the Dighton-Rehoboth Regional School District Food Service Program.

NOTE: All funds collected by the District POS Contractor are the property of the Dighton-Rehoboth Regional School District under the authority of the Dighton-Rehoboth Regional School Committee. All funds are deposited into a bank account controlled by the district business office. It is from this fund that the Food Service Management Company is paid for goods and services required to operate the program.

Legal Reference: 7 CFR 210, Office of Management and Budget Circular A-87

Chapter 71: Section 72. Sale of lunches

Chapter 71: Section 68. Duties of towns to maintain schools; transportation of children; school building committee representation

Chapter 71: Section 37K. Business demonstration projects; disposition of proceeds

Chapter 44: Section 69. Municipal or district services, fees or charges; insufficient funds checks; penalty

Chapter 60: Section 57A. Payment by check not duly paid; penalty

Chapter 93: Section 40A. Dishonored checks; demand for payment

Chapter 222 of the Acts of 2012, An Act Relative to Student Access to Educational Services and Exclusion from School. Please click [here](#) to view the entire law.

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