

EDGECOMB EDDY SCHOOL

HANDBOOK FOR PARENTS

2023-2024



The Three R School: ***RESPECT, RESPONSIBILITY, REFLECTION***

Edgecomb Eddy School
157 Boothbay Road
Edgecomb, Maine 04556
(207) 882-5515
FAX 882-5948
<http://www.aos98schools.org/o/ees>

ADMINISTRATION

Robert Kahler, Superintendent of Schools
Tom Landberg, Principal
Chris Baribeau, Special Education Director

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HISTORY

Until December of 2002 the Edgecomb Eddy School was housed in the oldest school building in the state of Maine. It was built in 1857 and later remodeled in 1930. At that time the town officially adopted the name "Edgecomb School."

Since 1930, the school had been renovated several times. In 1983 the town voted moneys to renovate the attic space. Consequently, in September 1984, the school consisted of three classrooms and a workroom on the main floor, in addition to two classrooms, a library/office, and a resource room on the second floor. In 1989 a portable classroom was placed on the upper playground area to add much needed space. In 1994 a double classroom building was built to replace the rental unit and again, fill a need for more space. The building was built through the volunteer labor of parents, students, teachers and other townspeople!

As of December 2002 the Eddy School is housed in a beautiful new building. This change finally afforded the students and staff the space needed in order to properly teach and learn. The school was designed by Don Lewis of Lewis and Malm Architecture and built by McKee Construction Company. A huge outpouring of donated items and funds accounted for more than \$30,000 of the final project.

It has been over 20 years since students started attending the Edgecomb Eddy School building at 157 Boothbay Road. Our building projects/improvements and academic pursuits continue to be supported by our community to ensure that we best serve our students, their education, and their future goals. Our school building remains as a state-of-the-art

facility that will continue to meet the needs of our students and community
for years to come...

THE EDGECOMB EDDY SCHOOL SONG

The Edgecomb Eddy School
Is like a little boat
We learn the ropes and rules as
We learn to steer and float.
The boat we're on is strong
Made by friends with loving care.
We sail into tomorrow and
This boat will take us there.

Chorus: Edgecomb Eddy Elementary
Is a healthy family
Where we gain respect, reflection, and responsibility
We achieve high aspirations
In our work and in our games
And we care enough to know each other's names.

Edgecomb Eddy School
Is like a little seed.
Gets planted in the ground and
It carries all it needs
For the roots to give support
To the branches big and tall
Where the flowers bloom and make the seeds
For grain to feed us all.

Chorus

Edgecomb Eddy School
Has moved to different woods
From the place by Singing Meadow
Where the wild asparagus stood.
But we've got the old school bell
And the eagles proud and strong!
To remind us of our heritage,
Let's sing the old school song.

Edgecomb Eddy
Edgecomb Elementary
Respect, responsibility, reflection...reflection.

AOS 98 / ROCKY CHANNELS SCHOOL SYSTEM
Boothbay • Boothbay Harbor • Edgecomb • Georgetown • Southport

BELIEF STATEMENT

Education is a lifelong process which begins with our students and their families, extends to our schools, and encompasses our entire community.

Our common goals are to create a safe environment, stress academic excellence, respect diversity, and promote self-awareness and an appreciation of the world.

Shared high expectations lead all students to develop the knowledge and skills to participate constructively and creatively in society.

STUDENT LEARNING

Twenty-first century student learning is an active process where students are engaged in meaningful learning opportunities that will lead them to meet their potential.

Students need clear expectations and a safe learning environment.

Students are individuals with unique learning styles.

EDUCATORS AND EDUCATING

Effective educators have high expectations for all students, but even higher expectations for themselves.

Effective educators create a positive atmosphere in their classrooms and schools. They are student-focused, flexible and value learning.

LEARNING COMMUNITIES

Learning communities are positive, safe, and nurturing environments that embrace academic risks.

As a learning community, we value deep and critical discussions about our work.

For true learning communities to exist, the link between school, home, and the community must be strong.

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LITERACY

To provide students with the skills necessary to read, write, speak, and listen at their potential in order to participate fully in life's experiences:

- To provide a common literacy framework.
- To connect instruction and assessment.
- To increase literacy instruction in all content areas.

TECHNOLOGY

To provide students and staff with the technological resources necessary to address the needs of the 21st century:

- To remove the barriers for seamless integration of technology in all classrooms
- To provide appropriate and timely professional development for all staff in the use of technology.
- To develop and implement online learning opportunities for students and staff.

**STRATEGIC PLAN FOR
HIGH STUDENT
ACHIEVEMENT**

CLIMATE

To provide a community that is welcoming, caring, and inclusive and that enables each participant to feel respected:

- To continue community asset development work in support of all students.
- To communicate in an open, deliberate, and respectful manner.
- To acknowledge and celebrate the accomplishments and successes of staff and students.

INSTRUCTIONAL STRATEGIES

To provide our teachers with a variety of effective instructional strategies which will lead to high student achievement:

- To provide training and support to expand the knowledge and understanding of a variety of instructional strategies.
- To use data to guide the selection of instructional strategies.
- To use PLC's to reflect on the needs of our students and to ultimately lead them to higher achievement.
- To provide differentiated instruction based on individual student needs.

NUMERACY

To provide students with the numeracy skills needed for success:

- To provide a common numeracy framework.
- To connect instruction and assessment.
- To increase numeracy instruction in all content areas.

FACULTY / STAFF

By law, parents have the right to request the professional qualifications of their children's teachers. Contact Principal Landberg for this information.

Principal – Tom Landberg	tlandberg@aos98schools.org
Pre-K - Sally Monroe	smonroe@aos98schools.org
Kindergarten - Rachael Kellogg	rkellogg@aos98schools.org
Grade 1 - Ryan Patrie	rpatrie@aos98schools.org
Grade 2 - Jennifer Gosselin	jgosselin@aos98schools.org
Grade 3 - Michelle Fortin	mfortin@aos98schools.org
Grade 4 - Sarah Currier	scurrier@aos98schools.org
Grade 5 - Katherine Race	krace@aos98schools.org
Grade 6 - Laurie Brown	laurie.brown@aos98schools.org

Special Education - Amanda Cotier	acotier@aos98schools.org
Title 1A/SPED - Elaine Walsh	ewalsh@aos98schools.org
School Counselor - Gary Upham*	gupham@aos98schools.org
School Social Worker - Rebeca Gray	rgray@aos98schools.org
Educational Technicians:	
Brooke Chaney	bchaney@aos98schools.org
TBD	tbd
TBD	tbd
TBD	tbd
TBD	tbd

Art/S.T.E.A.M. - Heather Chouinard*	hchouinard@aos98schools.org
Speech Therapist – Christina Ambrose*	misschristina@pandorataalks.net
Occupational Therapist - Audrey Blagdon*	ablagdon@aos98schools.org
Library – Heather Chouinard*	hchouinard@aos98schools.org
Music – Jennifer McIvor*	jmcivor@aos98schools.org
Physical Education - Liz Giles-Brown	lgilesbrown@aos98schools.org
Nurse – Candie Crocker*	ccrocker@aos98schools.org
Admin. Assistant – Maureen Cooper	mcooper@aos98schools.org
Maintenance - Garreth Burnham	gburnham@aos98schools.org
Maintenance - Michelle Davis	mdavis@aos98schools.org
Maintenance - Lucas Donald	ldonald@aos98schools.org
Technology Support - Zach Gray	zgray@aos98schools.org
Bus Drivers - David Morton*	

TBD

* part-time position

SCHOOL COMMITTEE

Heather Sinclair

hsinclair@aos98schools.org

George Chase

gchase@aos98schools.org

Nicole Price

nprice@aos98schools.org

Meetings are being adjusted to coordinate with town select board meetings; times are printed in our monthly newsletters and posted on our website. The public is invited to attend the meetings and welcome to participate during the public portion of the meeting. Minutes are available at the Superintendent of Schools' office at 51 Emery Lane in Boothbay Harbor.

Superintendent's Office 633-2874 FAX: 633-5458

Special Education Office 633-6699

EDUCATIONAL PROGRAM

Children are heterogeneously grouped into self-contained classrooms in grades PreK-4. Students in grades 5 and 6 share their math/science and language arts/social studies teachers, preparing them for a typical middle level experience upon their graduation from Edgecomb Eddy School.

Our integrated studies program offers cross-curricular instruction in athletics & movement, art, and library. Science Technology Engineering Art and Math (S.T.E.A.M) is offered one day a week, and will work collaboratively with our music and art programs.

Our Open House - Welcome Back Families, planned for mid-to-late September will provide a warm welcome for students and families to start school with positive relationships with caring adults in the building. It is essential that parents and guardians provide and maintain an active email account with their child's teacher along with the school principal in order to stay informed about Edgecomb Eddy's educational program.

All curricula meet the Common Core State Standards, Maine Learning Results and Next Generation Science Standards.

Attendance Counts!

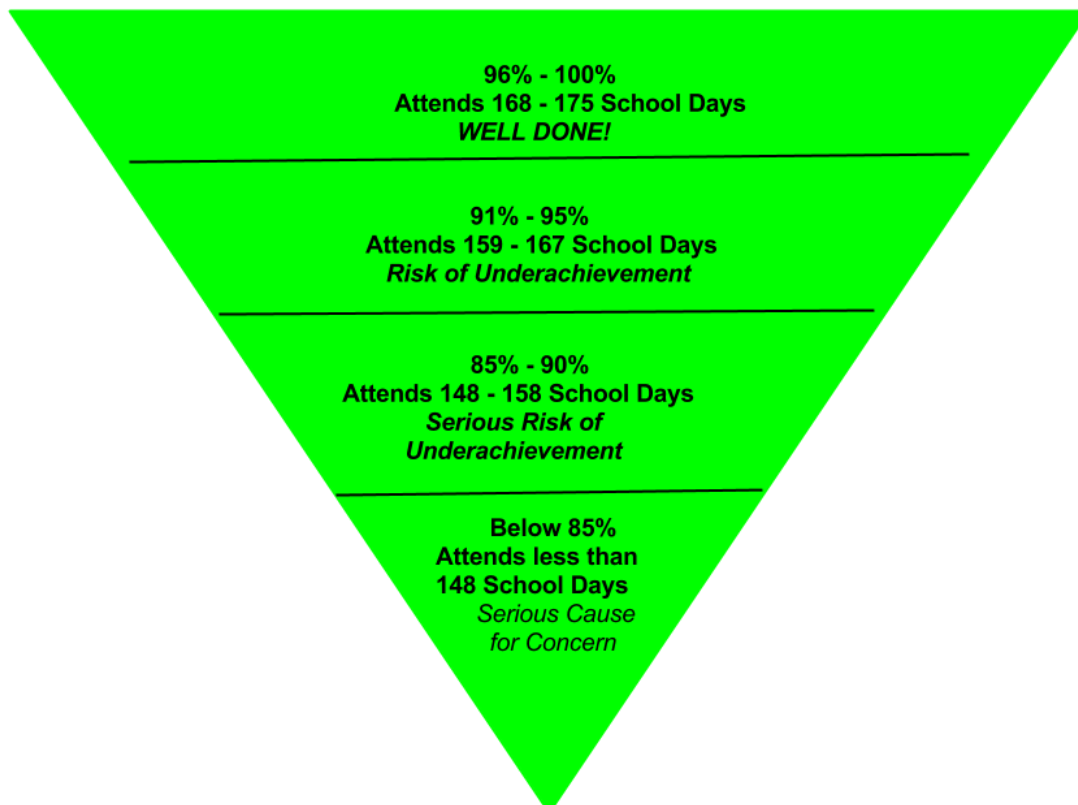
Important Facts from www.attendanceworks.org

- Starting in pre-kindergarten, too many absences can cause children to fall behind in school.
- Missing 10 percent (or about 18 days) can make it harder to learn to read.
- Students can still fall behind if they miss just a day or two days every few weeks.
- Being late to school may lead to poor attendance.
- Absences can affect the whole classroom if the teacher has to slow down learning to help children catch up.
- Attending school regularly helps children feel better about school — and themselves. Start building this habit.

It's the Law - "Persons 7 years of age or older and under 17 years shall attend a public day school during the time it is in regular session."

(<http://www.mainelegislature.org/legis/statutes/20-a/title20-asec5001-a.html>)

EDGECOMB ATTENDANCE GOAL ALL STUDENTS ATTEND 96% - 100% of STUDENT DAYS



Truancy - Unexcused Absences

According to state law, if a student is at least 7 years old and has not finished 6th grade, (s)he is **habitually truant** if (s)he misses 5 school days in a row or 7 school days in one school year. If a student has finished 6th grade and is not 17 years old, (s)he is **habitually truant** after missing 7 school days in a row or 10 school days in one school year.

What Happens If a Student is Truant

When a student is truant, the administration will request a conference to discuss the student's unexcused absences. If this conference does not work or if the parent/guardian does not attend, the school will develop and implement interventions that will best address the student's truancy. These interventions may include:

- frequent communication between teacher and family,
- changes in the learning environment,
- student counseling,
- evaluation for alternative educational program,
- attendance contracts, and/or
- referral to other agencies for family services.

If the student is still truant, the school will attempt to arrange a second meeting. This meeting will review the plan and a new plan may be written. If a student is still truant, the superintendent or designee will serve the parent/guardian with a written notice. The letter will say that:

- the student is required to attend school,
- The parent/guardian has a right to review their child's attendance records,
- failure to get a student to school may be a civil violation,
- local law enforcement or Maine DHHS can be contacted, and
- a plan was developed – including the specifics of the plan and the steps that were implemented to improve a student's attendance.

Excused Absences

State law establishes conditions under which a student may be excused from attending school. By law, an excused absence is when a student misses school because of:

- Illness or injury.
 - The principal will require a doctor's medical verification after three (3) consecutive days.
- Appointments with a health professional that cannot be made outside the regular school day.
- Observance of a recognized religious holiday, if the observance is required during a school day.
- Family emergency.
- Planned absence for a personal or educational purpose that has been school approved.

Importance of Notifying the School of Absences

If a student is absent from school, a parent/guardian needs to call the school office to let us know. Without this notification, the school will contact parents by phone. If a student is sick, it will be necessary for a parent/guardian to speak with the school nurse. If the school does not receive a call from a parent/guardian within 24 hours, the absence will be considered unexcused.

Parents are asked to call the school on the day your child is absent.

When scheduling appointments for your children, we ask that you make every attempt to arrange for them outside of the school day.

Any student who leaves school during the school day must first be signed out in the office.

After School Attendance

Students attending an after school function are to remain in the location of the function, such as the gymnasium or library, for the duration of the event. This rule ensures proper supervision of our students and maintains a level of safety.

TECHNOLOGY

Kindergarten through Grade 6 students have the privilege of using an iPad this year.

We are fortunate to have iPads available for student use. No devices will be available for home use. Each student will have his/her own account with a passcode, so all work will be secure.

Below are the rules for iPad use. These rules were created to ensure our iPads remain in good working condition for several years to come and to ensure all students remain safe.

Failure to follow ANY of the rules may result in a student's forfeiting his/her privilege to use the assigned iPad. This action will be taken at the discretion of Mr. Landberg.

1. Students should only use their iPads on a desk or table. Please do not sit with it in your lap or lay on the floor with it, even if this is what you do with at home devices.
2. Students should be careful not to drop their iPads or place them down in an unsafe location. (Edge of a desk, chair, heater, inside a desk, floor, etc.).
3. Students should never remove iPads from their cases.
4. Students must use two hands when carrying an iPad.
5. Students should never have food or drinks around the iPads. Water bottles must be placed on the ground and all other items should be put away.

6. Students should be cautious with the screen of the iPad. The **ONLY** thing that should be used on the screen is a student's finger. This is important as the screen may be permanently damaged.
7. Students should not attempt to clean the screen. A teacher will clean the screen with the appropriate cleaner and cloth when needed.
8. All students have their own accounts with passcode. **DO NOT SHARE YOUR PASSCODE WITH OTHERS!**
9. Students **ARE NOT** permitted to use Airdrop on their iPads.
10. Students are not to change **ANY** settings on their iPads without specific teacher permission. This includes backgrounds, lock screens, passcodes, Apple ID account information and adding or deleting apps.
11. Students should only print after given specific teacher permission to do so. Do not continue to print a paper over and over again if the printer does not respond. Ask for help if you are having trouble printing.
12. Remember iPads are sensitive electronic tools. They are not toys. Handle them gently at all times. Do not bang on the screens or the case's keyboards. Do not remove them from your classroom area. Please be sure your hands are clean before using your iPad.
13. When finished with it, return the iPad to its appropriate shelf in the cabinet in the lab. Please plug in the iPad after every use, so it will be fully charged when it is next needed. Never unplug or remove the charger from the lab (only teachers may do this).
14. Students should remember that iPads are provided to them to enhance their educational experience. Accessing/posting inappropriate material, copying/downloading copyrighted material, plagiarism, and malicious use of the iPad is strictly prohibited. Violation of this rule will result in forfeiting your privilege to use the iPad for an extended period of time, along with other possible consequences deemed appropriate by Mr. Landberg.
15. Remember, you are responsible for your iPad and how you use it! I know I can count on you to be a respectful, responsible and safe user. If you have a problem with your iPad, please notify me. Write me a note that includes your name, the problem, and your iPad number. I will address the problem ASAP!

Thank you. I know we'll have a great year!!!

~ Mr. Landberg

SPECIAL SUBJECTS

Integrated Studies

At Edgecomb Eddy we offer an innovative and progressive approach to education called integrated studies. Integrated studies aligns with the school's curriculum, and is designed to provide students with a more meaningful approach to learning, helping them to make connections in their studies. Integrated studies combines curriculum from two or more disciplines, allowing students to see how ideas are connected. Research indicates that learning increases when information is presented in meaningful, connected patterns, and teaching in this contextual manner promotes collaboration, critical thinking, and knowledge retention.

Specials (Integrated Studies) Schedule:

Mondays	Music, Art
Tuesdays	Music, Art
Wednesdays	Library
Thursdays	Physical Education, STEAM
Fridays	Physical Education, STEAM

*Note: Guidance classes will be bi-weekly for each grade level and a schedule will be provided for Wednesday Guidance classes by the second week of school.

Children are expected to dress appropriately for this schedule.

LOST / OVERDUE BOOKS

Parents will be notified of missing or damaged books and will be expected to reimburse the school for the cost of replacing the book(s).

SPECIAL SERVICES

The faculty makes every effort to meet the individual needs of all students. In cases where a child's progress is of concern, a staffing is called for the purposes of considering the development of support and/or intervention strategies for individual students who might benefit from special services. A staffing consists of any staff members who work with that particular child. If a student appears to be struggling academically, socially, emotionally or behaviorally, a staffing may be requested by a parent or any staff member.

Parental consent is necessary for implementation of any special programming.

By law, all incoming kindergarten and transfer students are screened so that we may identify and meet any special needs they may have. We hold our first screening for incoming Pre-K students and K students who transfer to Edgcomb Eddy. Any identified needs may be met through the federally-funded Title 1A reading and math-tutoring program or through Special Education. Special Education placement requires eligibility testing and the consensus of an IEP (Individualized Educational Program) team consisting of teachers, administrators, specialists and parents.

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with a disability in any program or activity receiving federal financial assistance. Referral for services may be requested by parents, as well as school staff, by contacting the principal. The determination of services is made by a team consisting of teachers, administrators, specialists and parents.

Title 1A is a federally-funded program that provides extra support in reading and/or math for eligible students. The school must focus Title 1 services on children who are failing, or most at risk of failing, to meet state academic standards, and parents are notified if their child qualifies. Parents must give permission for their child to participate in this program. Parents may request professional qualifications of the Title 1 teacher at any time and the school will provide them.

In past years, we have offered an enrichment program at Edgcomb Eddy to students who excel or demonstrate the potential to excel beyond their peers, in terms of general intellectual ability, a specific academic aptitude or artistic ability. As required by Maine law, we identify this population as 3-5% of our overall enrollment. This program provided opportunities to develop students' individual capabilities, needs and interests in a fun and creative way. Teachers differentiate instruction for these students who excel. If teachers or parents are concerned that more could be provided, those concerns are brought to the principal and guidance counselor and considerations are made as a team around how to best tailor academic programming in order to keep our students engaged and advancing.

The school guidance counselor spends time with the students in their classrooms covering a wide range of topics, and also works with students on an individual and small-group basis. The counselor is available on Mondays, Wednesdays, and Fridays for parents who may wish to discuss any questions or concerns regarding their children.

STUDENT RECORDS

Edgcomb Eddy School adheres to all aspects of the Family Education Rights and Privacy Act (FERPA). Parents have the right to have access to their child's records. Parents have the right to inspect, to request copies, and to appeal the inclusion of some materials. There are specific guidelines regarding maintenance of records and access to those records. Parents are urged to contact the school principal to discuss records or to request a copy of the policy.

REPORT CARDS

Students in the Edgecomb Eddy School are evaluated on a trimester basis in November, March and June, using a standards-based report card that aligns with the Maine Learning Results (which includes the Common Core State Standards and the Next Generation Science Standards - both of which have been adopted by the state of Maine as required learning standards). Mid-term updates are sent home during each trimester.

PARENT CONFERENCES

Parent conferences are an important means of communication between school and home. Conferences are held near the end of the first marking period. Other conferences are held throughout the school year at the request of the teacher or parent(s). Please feel free to contact your child's teacher if you would like to discuss any concerns.

HOMEWORK

Homework, when assigned, is used in conjunction with a classroom activity and may be given for one or more of the following reasons:

- To complete assignments not finished during the school day.
- To reinforce specific skills learned in class.
- To extend individual research and class projects, including such activities as collecting materials to bring to school, interviewing people, and conducting surveys.
- To help students establish a sense of responsibility by following through on an independent assignment.

Research shows that consistent practice in reading moves children from learning to read to reading to learn. Therefore, Edgecomb students in kindergarten and first grade should be reading with someone at home 10-15 minutes per night at least five nights per week; grades two and three, 15-30 minutes; and grades four through six, a minimum of 30 minutes per night. Older children may choose to read independently and may need to adjust the time spent according to the amount of homework assigned.

INVITATIONS TO PARTIES

Invitations to non-school events, activities, parties, etc. may not be given out at school unless **all** children in the classroom are invited. School personnel are not allowed to give out parents' contact information.

STANDARD OF PERSONAL CONDUCT

THE 3 R's: RESPECT, RESPONSIBILITY, REFLECTION

One of our most important goals for children is the development of self-discipline. Students are expected to show respect for themselves, each other and adults. They are expected to accept responsibility for their actions, reflect on problems, and do whatever is necessary to make amends. The 3 R's are referred to during discussions with students over behavior-related issues.

RESPECT

FOR...

- Family
- Elders
- Others
- Self
- Cultures
- The environment
- Life

IT TAKES...

- Tolerance
- Honesty
- Manners
- Positive mental attitudes

Giving and receiving respect helps to elevate self-esteem.

RESPONSIBILITY

FOR...

- Self
- Environment
- Doing your best
- Your job
- Learning

Your behavior
Life and living things














IT TAKES...

Expectations
Intrinsic motivation
Honesty
Positive mental attitude

Feeling able and responsible helps to elevate self-esteem.

**IN ORDER TO BE A RESPECTFUL AND RESPONSIBLE PERSON, ONE MUST
PRACTICE REFLECTION.**

During the 2023-2024 school year Edgecomb Eddy School adopted the Positive Behavior Intervention and Supports (PBIS) program. We are involved in a 3 year cohort beginning this year. The following matrices have been developed and we use the language on a daily basis to guide us in our expectations and discussions.

 EDGECOMB EDDY SCHOOL EAGLES			
	BE RESPECTFUL	BE RESPONSIBLE	BE SAFE
EVERYWHERE	<ul style="list-style-type: none"> Use kind words and actions Be honest Do the right thing, even when no one is watching 	<ul style="list-style-type: none"> Be prepared Follow directions the first time Own your actions and accept consequences 	<ul style="list-style-type: none"> Keep hands, feet, and objects to yourself Listen Use appropriate voice levels in all locations 
CLASSROOM	<ul style="list-style-type: none"> Allow the teacher to teach Allow the students to learn Listen to others' ideas and opinions 	<ul style="list-style-type: none"> Be prepared and ready to learn Do your best work Ask for help when needed 	<ul style="list-style-type: none"> Get permission before leaving the classroom Use supplies the correct way Keep hands, feet, and objects to self 
HALLWAYS	<ul style="list-style-type: none"> Be considerate of others' space and belongings Quiet voice and walking feet Remember that others are learning 	<ul style="list-style-type: none"> Go directly to where you need to be Stay to the right 	<ul style="list-style-type: none"> Stay in line Walking feet Be aware of what is around you 
PLAYGROUND	<ul style="list-style-type: none"> Follow rules Play fair and be honest Share 	<ul style="list-style-type: none"> Respond quickly to the whistle Be a problem solver Dress for the weather Pick up after yourself 	<ul style="list-style-type: none"> Stay within the playground boundaries Use equipment correctly Enter building quietly and calmly 
CAFETERIA	<ul style="list-style-type: none"> Use appropriate table manners Talk quietly Use an inside voice 	<ul style="list-style-type: none"> Raise your hand if you need help Clean up after yourself Use this time to eat 	<ul style="list-style-type: none"> Stay seated Wait quietly Eat your own food (no sharing) 
BATHROOMS	<ul style="list-style-type: none"> Wait your turn Give people privacy 	<ul style="list-style-type: none"> Flush the toilet Keep the bathroom clean Return to class quietly and promptly 	<ul style="list-style-type: none"> Wash your hands with soap and water Let an adult know of any problems 

EDGECOMB EDDY SCHOOL POSITIVE BEHAVIOR SUPPORT MATRICES

Disciplinary action by staff may include:

- warnings
- time out from the group
- meeting or time out with principal or other staff members
- call home to parents
- meeting with parent(s) and student
- in-school suspensions
- out-of-school suspensions

If judged serious enough to qualify by the school's Crisis Action Team, students exhibiting certain rare behaviors such as, but not limited to harassment, criminal threatening, criminal mischief, aggravated assault, disorderly conduct and terrorizing, will be reported to local authorities.

BULLYING POLICY

It is the intent of the Edgecomb School Committee to provide all students with an equitable opportunity to learn. To that end, the Board has a significant interest in providing a safe, orderly, and respectful school environment that is conducive to teaching and learning.

Bullying is detrimental to student learning and achievement. It interferes with the mission of the schools to educate their students and disrupts the operations of the schools. Bullying affects not only students who are targets but also those who participate and witness such behavior.

The Board also believes that promoting ethical and responsible behavior is an essential part of the school unit's educational purpose. Ethics, responsible behavior, and "character" are important if a student is to leave school as a "responsible and involved citizen" as described in the Guiding Principles of Maine's system of Learning Results. Bullying interferes with the accomplishment of this goal.

Finally, the Board recognizes the well-publicized incidents of violence and threatened violence that have occurred nationally in the past several years. As research suggests, there is a link between bullying and school violence, and the Board seeks to avoid such incidents and instead take a systematic approach to bullying prevention and intervention.

It is not the Board's intent to prohibit students from expressing their ideas, including ideas that may offend the sensibilities of others, or from engaging in civil debate. However, the Board does not condone and will take action in response to conduct that interferes with students' opportunity to learn, the educational mission of the Edgecomb School Department, and the operation of the school.

Bullying Prohibited

Bullying, as defined in this policy, is not acceptable conduct in the Edgecomb School Department and is prohibited. Any student who engages in conduct that constitutes bullying shall be subject to disciplinary consequences up to and including suspension and expulsion. A student's bullying behavior may also be addressed through other behavioral interventions.

Bullying Defined

For the purpose of this policy, "bullying" means any physical act or gesture or any verbally, written, or electronically communicated expression that:

- A. A reasonable person should expect will have the effect of:

- a. Physically harming a student or damaging a student's property;
 - b. Placing a student in reasonable fear of physical harm or damage to his/her property;
or
 - c. Substantially disrupting the instructional program or the orderly operations of the school; or
- B. Is so severe, persistent, or pervasive that it creates an intimidating, hostile educational environment for the student who is bullied.

Application of Policy

This policy applies to bullying that takes place at school or on school grounds, at any school-sponsored activity or event, or while students are being transported to or from school or school-sponsored activities or events. It also applies to bullying that occurs at any other time or place that substantially disrupts the instructional program, operations of the school, or welfare of students.

Examples of conduct that may constitute bullying include, but are not limited to:

- A. Physical contact or injury to another person or his/her property;
- B. Threats of harm to a student, to his/her possessions, or to other individuals, whether transmitted verbally, in writing, or through cyberspace;
- C. Blackmail, extortion, demands for protection money, or involuntary loans or donations;
- D. Non-verbal threats and/or intimidations such as use of aggressive or menacing gestures;
- E. Stalking;
- F. Blocking access to school property or facilities;
- G. Stealing or hiding books, backpacks, or other possessions; and
- H. Harassment, repeated or pervasive taunting, name-calling, belittling, mocking, putdowns, or demeaning humor relating to a student's race, color, ethnicity, gender, sexual orientation, ancestry, religion, disability, or other personal characteristics, whether or not the student actually possesses them, that could reasonably be expected to result in disruption of the instructional program or operations of the schools, or that results in a hostile educational environment for the student.

For the purpose of this policy, bullying does not mean mere teasing, put-downs, "talking trash," trading of insults, or similar interactions among friends, nor does it include expression of ideas or beliefs so long as such expression is not lewd, profane, or does not interfere with students' opportunity to learn, the instructional program, or the operations of the schools. This does not preclude teachers or school administrators from setting and enforcing rules for civility, courtesy, and/or responsible behavior in the classroom and the school environment.

The determination whether particular conduct constitutes bullying requires reasonable consideration of the circumstances, which include the frequency of the behavior at issue, the location in which the

behavior occurs, the ages and maturity of the students involved, the activity or context in which the conduct occurs, and the nature and severity of the conduct.

Delegation of Responsibility

The Superintendent/designee will be responsible for developing and implementing procedures for:

- A. Student and parent reporting of bullying to staff and school administrators;
- B. Staff reporting of bullying to school administrators;
- C. Review of reports and investigation of bullying incidents;
- D. Intervention with and/or discipline of students who engage in bullying;
- E. Support for students who are victims of bullying;
- F. Training staff and students in bullying prevention; and
- G. Periodic evaluation of bullying prevention, intervention, and training efforts in Edgecomb School Department and reporting to the Board upon request.

Reporting

Students who have been bullied or who observe incidents of bullying are encouraged to report this behavior to a staff member or school administrator. Staff should report bullying to the building principal.

Acts of reprisal or retaliation against any person who reports an incident of bullying are prohibited. Any student who is determined to have falsely accused another of bullying shall be subject to disciplinary consequences.

Responding to Bullying

In determining the appropriate response to students who engage in bullying behavior, school administrators should consider the ages and maturity of the students involved, the type of behaviors, the frequency and/or pattern of behaviors, the context in which the incident occurred, and other relevant circumstances. Consequences may range from positive behavioral interventions up to and including suspension, expulsion, and/or reports to law enforcement officials.

1. First offense:
 - a. A warning will be issued.
 - b. In the event of a more serious infraction, at the principal's discretion, parents will be contacted and a detention or suspension (in or out of school) may be used.
2. Second offense:
 - a. Parents will be contacted and a detention or suspension (in or out of school) may be used.

- b. In the event of ongoing bullying, a referral may be made to the superintendent of schools and to law enforcement for further action.
- 3. Third offense:
 - a. This would be regarded as ongoing harassment; a referral will be made to the superintendent of schools and to law enforcement for further action and the student will be suspended from school for up to ten days.
- 4. Fourth Offense:
 - a. The student will be subject to disciplinary consequences up to and including expulsion.

Dissemination of Policy

Notice of what constitutes bullying, the Board's prohibition against bullying, and the consequences for students who bully shall be communicated to students and parents through the Student Code of Conduct and Student Handbook.

Adopted: March 14, 2011

POLICIES AND PROCEDURES

THE SCHOOL DAY

7:30 - 8:00 AM	Students Arrive/ Schoolwork assistance /Breakfast offered
8:00 AM	Homeroom / Classes Begin
9:45-10:15AM	Snack and Recess Time
12:00 - 12:30, then 12:30 - 1:00	Pre-K through Grades 2 Lunch, then Recess
12:00 - 12:30, then 12:30 - 1:00	Grades 3 through Grades 6 Recess, then Lunch
2:30 PM	Dismissal (1:30 every Wednesday)

SCHOOL-WIDE COMMON AREA EXPECTATIONS

SUPERVISED PLAY

Children participate in outdoor recess daily. While staff members are available to supervise, we encourage the children to use this time to organize their own recreation. We believe that children who organize their own free play develop lifelong skills, such as: making friends, conflict resolution, sharing and taking turns, negotiating, compromise, and the experience of enjoying spontaneous playful activities.

Appropriate dress should include comfortable clothing and shoes for active play. Having a spare set of clean clothes at school is encouraged.

PLAYGROUND EXPECTATIONS

General

- You can use it if you can reach it...no lifting students up to access playground items
- Be safe and respectful with hands and feet
- No dodgeball (replaced by Ga Ga Ball)
- No Red Rover

Swings

- Swing forwards and backwards
- No jumping from swings
- No underdogs
- No climbing up the uprights
- No twisting
- Smaller swing is Pre-K and K students who can fit in it

Slides

- Slide down on bottom feet first
- No climbing up; enter and exit from openings
- After you've reached the bottom, move out of the way
- No jumping over the sides

Climbing Wall

- Hands and feet to oneself
- Climb upward only
- Use hands and feet climbing up the handhold and foothold wall
- Get off the climbing wall once you've reached the top

Rope Wall

- Use rope when climbing up the wall
- No swinging it at each other

GaGa Pit

- Refer to rules posted on the GaGa Pit
- Only the ball and people allowed in the GaGa Pit

Big Round Swing

- Two students swinging at a time, one on each side-sitting-no standing
- One student pushes from the back and counts to 30 and then goes to the end of the line
- One swinger gets off and pushes, the other swinger gets a second turn
- The rotation continues in a clockwise direction
- Line forms by the right pole

FORT AND WOODS EXPECTATIONS

1. Everyone is always included...if you join someone's fort follow the rules and ideas of the group you are visiting and working with. If a conflict arises that you cannot solve, seek out an adult to help resolve it.
2. If a fort is being built, and not used daily, it still belongs to the builders. Sometimes with the younger children it is hard to even tell it's a fort but believe me they will let you know. We have PLENTY of room out there so there is no reason really to have them give up the space.
* You can also ask the builders if they are done with it and if so give the space away
3. Strict rule of NOT TAKING OTHERS STICKS.
4. Strict rule NO USING STICKS AS WEAPONS.
5. Strict rule DO NOT GO BEYOND TAPED LINE ON THE OTHER SIDE OF ROCK WALLS (that's to the left or the wall to the right bordering Cod Cove Houses.)
6. Strict rule NO BUSTING UP ANOTHER GROUP'S FORT
7. Strict rule. NO CLIMBING OF TREES IN ANY WAY

WINTER PLAYGROUND EXPECTATIONS

- When there is snow and ice, boots alone are fine for walking and running.
- No running and sliding (or sliding in general) on the ice.
- If students do not have boots on and there is snow and ice, they must remain on the tar and playground/picnic area.
- Sled rules
 - 1-2 people at a time in each sled
 - Facing forward while sitting up
 - Standing or sitting is allowed on snowboards
 - No throwing sleds
 - Sled in a clear path – no people or other obstructions (rocks) in the way
 - Students must be on their bottom or knees/shins, there will be no head-first sliding or sledding.
- To sled or slide, students will be wearing snow pants and boots, on a sled or whole body.

“INFINITE” GA-GA RULES

To start the game... 7 players in the pit at all times.

Say “ga” on the first bounce, “ga” on the second bounce, and “ball” on the third bounce. Players must remain touching the wall until “ball” is said. If you move too soon, you are out.

Object of the game: To Have Fun!

You are out if.....

1. The ball touches you on the knee or below.
2. You knock the ball out of the “pit”.
3. You “double-touch”. The ball must bounce off a person or wall before you touch it again.
4. You “carry the ball”. This means taking the ball and throwing it or pushing it rather than tapping it.
5. You catch the ball.
6. You are the last one to touch the ball before it leaves the pit.

When you get out, move immediately outside the wall. Join the back of the line outside the pit. Each time a player gets out, the next in line goes in.

Other Rules

1. Play with good sportsmanship.
2. Normally, you know when you get hit - so you should honor the game by leaving the pit on your own without confrontation. If most people say you are out, you should leave with grace and sportsmanship, not a bad attitude.
3. It's ok to use an open hand or fist to strike the ball. It's also ok to use both hands, however you must strike the ball at the same time with both hands.
4. Please do not sit on the wall at any time. You may use the wall to help evade the ball, however one can't remain holding themselves up to avoid getting hit.
5. “Turtling” is not allowed.
6. There is no whining or cheating in “Infinite” Ga Ga.

**Play hard, play safe, play fair!!!
Have fun!!!**

TRANSPORTATION

All children are eligible to ride the school bus as long as they adhere to the school bus policies. School bus regulations are sent home yearly to be reviewed with students by parents. **They are to be signed and returned to school. Edgcomb Eddy School students in Pre-K, K, Grade 1 and Grade 2 are not allowed to get off the bus alone, and will not be permitted to exit the bus until the bus driver has seen the adult responsible for receiving the child.** It is the parents' responsibility to inform the school if someone other than the usual person will be receiving your child. If parents wish to allow a Pre-K, K, Grade 1 and Grade 2 student to get off the bus with an older sibling, we must be informed in writing. Thank you for working with us to ensure the safety and well-being of our students.

Students in grades 7 - 8 who attend Boothbay Region Elementary School will be transported by bus.

Boothbay Region High School students may also ride the bus - if space is available - but must get on and off at PreK-8 bus stops.

As you are aware, there is a shortage of school bus drivers in our community and across the country. Our transportation team has come up with the following attached bus routes as a temporary solution until more drivers can be hired.

Any child changing his/her usual afternoon destination must bring a written note to his/her teacher on the day in question. Telephone calls to indicate change are discouraged. We cannot guarantee that emails sent regarding after school plans will be received by staff during the school day. Use of the telephone by students is limited to emergency and school business. Calls for permission to attend parties, change after-school plans, etc., are not allowed.

HEALTH SERVICES

Illness: Parents should be mindful of both their child's health, as well as the welfare of the rest of the school population. Students with cough, sore throat, headache, fever above 100.4F, vomiting or diarrhea, extreme fatigue or any other health concerns should not be at school. Vomiting, diarrhea and fever must be resolved for 24 hours without the use of pain/fever reducing medications for the full 24 hours before the student is cleared to return to school. Please inform the front office staff if your student has any signs of illness, rash or head lice so we are able to best guide you regarding their safe return to school and watch for others with similar symptoms.

Appointments: It is best for non-emergent appointments to be made during non-school hours, but we know this is sometimes unavoidable. If a student must leave during the school day please sign them out with front office staff.

Medication Procedures: Whenever possible medication should be given at home. If this is not possible, medications require a "Permission to Administer Medication at School" form signed by the prescribing physician or dentist. Medications must be labeled and in the original container and a parent/guardian must bring them to the school. Prescription labels must include: name of student, name of medication, dosage, time medication is to be given and the prescriber's name and phone number. **Medication may not be transported on the bus.** Prescribed asthma inhalers and epipens are the only exception to this rule.

Over the counter (OTC) medications should be administered at home. If a student must have an OTC medication, a doctor's prescription or parent consent must accompany it. The safest place for your child to take medications is at home. Most physicians order antibiotics, etc on a schedule so children can take them at home before school, after school and at bedtime.

Health checks at school include height, weight, vision and hearing screening for some students as required by the Department of Education.

Immunizations: Each student is required by Maine State Law to be immunized (IPV/OPV, MMR, DTap/Tdap, Varicella). Immunization records must be submitted before the child attends school. In very rare cases, children may qualify for a medical exemption from immunizations. Please see the AOS98 District Immunization Policy for further information.

Parents should be mindful of both their child's health and the welfare of the rest of the school population. A student who feels ill, has a fever, has been vomiting or experiencing diarrhea should be kept home. The child should be free from all of these for at least 24 hours before returning to school. Parents must inform the school if their child has a contagious ailment, including head lice.

Students leaving school due to illness or medical appointments that cannot be scheduled outside of the school day, must first be signed out in the office by a parent/guardian. Parents are encouraged to prevent the interruption of education by trying to schedule non-emergency appointments outside of the school day.

Medication Procedures

All medications given in school must have a physician's or dentist's order. All medications must be labeled and in the original container. The prescription container must be labeled with:

- Name of student
- Name of medication
- Dosage
- Time that medication is to be given
- Doctor's name and phone number

Medication may not be transported on the bus; parents must bring medications to school.

The only medications that can be carried by the student are inhalers for asthma and/or epi-pens for allergies. The student also needs a current prescription/doctors order on file with the nurses office indicating it is ok to be carried by a student.

- Over-the-counter medications will **not** be given without a doctor's prescription or guardian consent.
- The safest place for your child to take medicines is at home. Most physicians order antibiotics, etc. to be given at home before children leave for school, when they come home from school, and at bedtime.
- Health programs conducted during the school year include eye and ear testing, height and weight checks.

- Each child is required by Maine State law to be immunized for polio, diphtheria, tetanus, measles, mumps, chickenpox and rubella. Parents must submit a copy of their child's immunization record before the child can be admitted to school. Children may be exempted for religious or medical reasons; in this case parents must fill out a yearly exemption form. (Please see our A.O.S. 98 District Immunization Policy.)

FACILITY DOGS IN SCHOOLS

Facility dogs are a type of therapy dogs trained to provide services and exhibit behaviors that will support the needs of the facility. Facility dogs should be trustworthy and able to behave properly in professional environments.

A facility dog should be able to show basic obedience skills by responding to commands given by hand and/or voice for: staying, sitting, lying down, walking calmly and coming when they have been called. A facility dog's temperament should support the specific needs of the clientele they serve.

AOS 98 recognizes that facility dogs in the school setting have academic, social, and emotional benefits for students, staff, and parents. The Board of Directors authorizes the presence of facility dogs in AOS 98 buildings subject to the following provisions.

A. Certification

Proof of training and certification for the dog/handler team by a formal Dog-Assisted Therapy organization, such as Pet Partners (formerly Delta Society), Therapy Dogs International, Inc. (TDI), Alliance of Therapy Dogs (A.T.D.), or another formal organization approved by the Superintendent, is required. A copy of the certification document(s) will be kept on file in the Central Office. This requirement ensures that the facility dog(s) are trained thoroughly and have passed a testers requirements to be in the public sector.

B. Care

Care of a facility dog is the responsibility of its owner/ handler. This responsibility can not be delegated to others.

C. License, Tags, and Identifying Vest

All facility dogs must meet local, county, and/or state license or permit regulations. It is required that facility dogs have an owner identification tag in addition to a vest that states their purpose in AOS 98. These must be worn and recognizable at all times when the facility dog is "working" with students, staff and parents.

D. Health

All facility dogs must comply with local, county, and state vaccination and health

requirements. These must be readily available for anyone that may want to see verifying paperwork. A copy of all materials will be kept at the primary facility and central office.

E. Liability

A copy of a current insurance policy that provides liability coverage for the facility dog must be provided by the owner/handler at their expense and be kept on file at the primary facility and at the Central Office.

F. Notification

Parents/guardians must be notified that a registered facility dog may be present in the school. Parents/guardians must be afforded the opportunity to notify school staff of any concerns. This should be noted in the student and staff handbook.

G. Signage

Proper signage that includes a picture and a description of the facility dog will be placed at the entrance to any AOS 98 building in which a facility dog is working. A provision allowing any AOS stakeholder to request the facility dog be out of proximity is their right.

Legal Reference: Americans with Disabilities Act (42 U.S.C. § 12101 et seq.) 7 MRSA § 3971
22 MRSA §§ 801-825

Cross Reference:

IMGA - Service Animals in the Schools
JLCE - First Aid and Emergency Medical Care

Please Note: Our Dogs: Tilla and Smudge

Please Pet!

Edgecomb Eddy is fortunate to have two facility dogs, Tilla and Smudge, available to support our students and staff while at school in an effort to help alleviate stress, de-escalate students and give unconditional love, support and friendship to any and all. Both dogs have been present in schools prior to coming to EES and are considered part of the school community. The dogs roam the building freely to interact with any and all stakeholders, attend sports events and field trips, go to recess with students. They may also be used to assist in therapy sessions, testing situations, or potentially difficult meetings.

Tilla is a seven-year-old border collie-poodle cross that is low-shedding, hypo-allergenic and has met the criteria and passed all necessary examinations to qualify as a certified therapy dog and is

recognized as a member of the Alliance of Therapy Dogs (ATD) Association. She has also completed and passed upper-level obedience classes and as well as the American Kennel Club Good Canine Citizen (GCC) Certification requirements. This will be Tilla's fifth year supporting a public school and providing social-emotional needs.

Smudge is a 2-year-old border-collie mix and is low-shedding, hypo-allergenic and has met the criteria and passed all necessary examinations to qualify as a certified therapy dog and is recognized as a member of the Alliance of Therapy Dogs (ATD) Association. This will be Smudge's 2nd year supporting students and staff.

We are pleased that students, staff and parents report that having a dog in the school makes a tremendous difference to the culture and climate of the building and helps with the daily stressors felt. Please refer to policy IMG if you have any questions or concerns regarding the practice of having a facility dog in school. If at any time there are concerns regarding the Tilla or Smudge, please contact Tom Landberg, Principal of EES at 882-5515. Both dogs are owned and live with Kate Race, grade five teacher, and are under the veterinary care of Dr. Charles and Dr. Bailey of Medomak Veterinary Clinic in Waldoboro.

Signage announcing the dogs' presence in the building will be posted on primary entrance doors. If at any time you wish to enter the building and are uncomfortable with the dog, please contact the front office so the dog can be brought to her primary handler.

FAMILY VACATIONS

A vacation during the school year does sometimes occur. Whenever possible, parents should notify the school at least two weeks in advance to discuss the expected absence with teachers. Taking your child/ren out of school requires an awareness on the parents' part that what a child misses during this vacation cannot really be made up. Much of what we do cannot be replicated: whole class discussions, experiments, collaborative projects and teacher-guided instructions.

During an anticipated vacation, teachers may choose to provide your children some reading to do, and perhaps some math journal pages, but there is much work that occurs that cannot be provided. Please keep in mind that teachers cannot ensure that your child will not be behind when he or she returns to school. We do our best to support children in their transition back to school and ask for your cooperation in that process, as well.

MORNING SNACK

Students are expected to bring a snack and a refillable water bottle every day. **Candy and soda are not allowed in school.** Please send nutritious snacks and drinks.

FOOD SERVICES

The information below is applicable for a typical school year. For the 2023-2024 school year, school meals are provided at no charge to families. The State of Maine and the U.S. Department of Agriculture (USDA) allows for continued flexibilities in the federal Summer Food Service Program/Seamless Summer Option (SFSP/SSO) programs through the 2023-2024 school year.

With this said, we are requiring all families to complete our Lunch Applications that will go home with the original packet of papers on the first day of school. In fact, it is extremely important that families complete those forms in order to ensure our school funding is most accurate.

LUNCHES MUST BE ORDERED BY 9 AM EACH DAY.

Please keep this in mind when bringing students in late.

The Edgecomb School cannot be responsible for students on the school grounds before 7:30 AM or after 2:45 PM. Students may not arrive prior to 7:30 AM and must be picked up at the time of dismissal.

REGISTRATION

All pupils who will be 4 years old by October 15th of a given year are eligible to begin pre-kindergarten in September of that year. A child must be 5 years old by Oct. 15th in a given year to attend Kindergarten or 6 years old to attend 1st grade. All children 7 years of age by October 15th are required by law to be enrolled in an approved program. The following information is required at the time of registration:

1. A birth certificate indicating the child's legal name, parents' names, and child's date of birth.
2. A health record indicating that the required immunizations have been received.
3. A verification of the residence of the child. **The legal residence of the child is that town in which the parent/legal guardian provides the primary home.**

STUDENT DRESS

Student dress should not distract from the educational process; therefore, students are expected to dress simply and in good taste. Clothing should be clean, neat, and appropriate for weather conditions and school activities. No clothing suggestive of alcohol, tobacco or illegal substances will be allowed. The child's torso (stomach, back, and chest) must be covered by the clothing, and

undergarments should not be visible. Skirts and shorts are expected to be as long as, or longer than, the point where the child's fingertips reach when arms are extended downward. Occasionally, a parent is called to bring appropriate wear for your child; however, if this is deemed necessary and we cannot reach you, we may supply more appropriate clothing to your child, if some is available.

- Students who want to snow slide must wear appropriate outerwear, including snow pants and boots.
- Students should have sneakers at school for gym days.
- During boot season, students should bring a pair of slippers or shoes to leave in the classroom for daily wear.

TOYS AND ELECTRONICS

Students are not allowed to bring toys or electronic devices of any kind to school unless they have prior permission from their teachers. Any of these devices brought to school without permission from a teacher or the principal may be confiscated. These items are viewed as interruptions in children's education and are not welcome in school.

If a child carries a cell phone it must be kept in the student's backpack and turned off during the school day and during bus transportation, unless approved by the bus driver. Students needing to make a call to parents/guardians during the school day may do so in the school office. If a child is found to be using a cell phone during the school day, the phone will be confiscated and a parent will be notified.

The school assumes no responsibility or liability if these types of items are brought to school and are damaged or lost.

CLOSING SCHOOL PROCEDURE

No-school announcements will be given on local stations starting as early as 6:00 AM. These announcements are televised on Channel 6 (WCSH), Channel 8 (WMTW) and Channel 13 (WGME). They are also announced on radio station 107.5 FM. We are AOS 98/Rocky Channels School System – Edgecomb, Boothbay, Boothbay Harbor, Southport and Georgetown.

On the rare occasion that school is cancelled for Edgecomb Eddy School, but not for Boothbay, transportation for junior high and high school students is the responsibility of the parents.

*Please Note: The information parents/guardians provide on the “first day packet” will be the contact and information we use to notify you of school closings and cancellations.

PARENT VISITS

Parents are encouraged to join in the educational process by participating in special activities such as Open House, parent conferences, winter and spring programs, special events, and by volunteering to be field trip chaperones, resource people, and classroom volunteers.

Parents are our most important partners in the education of their children and are encouraged to visit the school and participate in its activities. Parents who wish to visit a child’s classroom are expected to make arrangements with the teacher prior to the visit.

FIELD TRIPS / SPECIAL PROGRAMS

From time to time students are asked to contribute to the cost of a field trip or special program. Often class fundraisers or our Parent-Teacher Club help to defray expenses. No child will ever be excluded for lack of funds.

Parental permission to go on field trips is required. Staff will send home a permission slip for every individual field trip they wish to take as a class; please sign this and return it to the school as soon as possible. The absence of this permission slip will prevent your child from participating in a field trip.

VOLUNTEERING

Edgecomb Eddy welcomes volunteers to join us in the school and for special events. Since the safety of our students is the top priority, adults wishing to volunteer must fill out a volunteer registration form (located at the following link:

[https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/399271/Volunteer Registration.pdf](https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/399271/Volunteer%20Registration.pdf)) and abide by our volunteer policy (available for review at the following link: <https://sites.google.com/aos98schools.org/aos98-schools-policies/edgecomb/section-i-ees/i-joc>).

PEST AND PESTICIDE - RIGHT TO KNOW

Dear Parent, Guardian, or Staff Member,

I am writing about three subjects that can affect children's health in schools: pests, pesticides, and your right to know.

Pest Control

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

Pesticide Use

Sometimes pesticides use may be necessary to control a pest problem. When that happens, the school will use the lowest risk products available. If higher risk pesticides must be used, notices will be posted at application sites and parents, guardians, and staff have a right to know.

Your Right to Know

Parents, legal guardians, and school staff will be notified of specific pesticide applications made at the school. Notification will be given at least five days before planned pesticide applications. Pesticide application notice will also be posted in school and on school grounds. Notification need not be given for pesticide applications recognized by law to pose little or no risk of exposure to children or staff.

The school also keeps records of prior pesticide applications and information about the pesticides used. You may review these records, a copy of the school's integrated pest management policy and the Maine Board of Pesticides Control Regulation CMR 01-026 Chapter 27 by contacting our IPM coordinator, David Benner, located at the Boothbay Region Elementary School, in Boothbay Harbor.

If you have questions, please contact David Benner at 207-633-9870 or by email at dbenner@aos98schools.org. For further information about pests, pesticides and your right to know call the Board of Pesticides Control at 207-287-2731 or visit the Maine School IPM web site at www.thinkfirstspraylast.org/schoolipm.

Sincerely, David Benner
Director of Buildings and Grounds, AOS 98

A complete copy of the policies and procedures adopted by the Edgecomb School Committee is on file at the office of:

Superintendent of Schools
AOS 98/Rocky Channels School System
51 Emery Lane
Boothbay Harbor, Maine 04538
(207) 633-2874

PARENT-TEACHER CLUB (PTC)

The Edgecomb Eddy School has a small Parent-Teacher Club. All parents and teachers are considered members of the Club and are welcome to attend the meetings, which will be held via Zoom or in person as needed. The meetings are usually “The First Tuesday at 6pm.”

The main focus of the Club is fundraising to support and supplement school programs and activities, but it also provides a forum for asking questions. Participating in the PTC gives parents a great way to get to know each other and to be in on the ground floor of school activities. It is not necessary to attend every meeting. If you can just make it to a few or even just help out at PTC events, your participation will be welcomed and appreciated.

Please Note: This handbook is subject to change throughout the year. Although we do our best to communicate these changes, this may not always be the case.

“It is the supreme art of the teacher to awaken joy in creative expression and knowledge.”

-Albert Einstein

CHILDREN LEARN WHAT THEY LIVE

If children live with criticism,
They learn to condemn.

If children live with hostility,
They learn to fight.

If children live with ridicule,
They learn to be shy.

If children live with shame,
They learn to feel guilty.

If children live with tolerance,
They learn to be patient.

If children live with encouragement,
They learn confidence.

If children live with praise,
They learn to appreciate.

If children live with fairness,
They learn justice.

If children live with security,
They learn to have faith.

If children live with approval,
They learn to like themselves.

If children live with acceptance and friendship,
They learn to find love in the world.
-Dorothy Law Nolte