

West Running Brook
Middle School
2011-2012

West Running Brook Middle School
1 West Running Brook Lane
Derry, New Hampshire 03038
(603) 432-1250
FAX (603) 432-1243
www.derry.k12.nh.us/wrb/index.html

STATEMENT OF PHILOSOPHY

We believe our schools should function in the following ways to assist students and involve them with their community and society:

To channel students' energy towards positive and creative endeavors.

To help in broadening and developing students' interests.

To build personal character and tolerance for others through the promotion of positive values and ethics.

To guide students toward responsible, socially acceptable behaviors through disciplinary policies that are just in nature and consistent in their enforcement.

To develop rational, logical thinking based on objective observation; to develop students' abilities to think for themselves.

To coordinate the school program with the overall educational program of the community.

To meet the intellectual, social, physical, and emotional needs of the individual student.

To educate students in the workings of a democratic society and their related rights and responsibilities.

To assist students in facing differences of opinion with an open, critical mind.

To foster a positive attitude toward the continuance of a student's education.

To develop the students' ability to deal with and adjust to changes in the environment.

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WELCOME

Welcome to West Running Brook Middle School, Home of the Bears and over 550 wonderful students. Since this handbook is part of your assignment notebook, you and your family will have handy access to our school programs and procedures and will therefore know about your school and what it offers. There is a signature page at the end of this handbook for both parents and students to complete and return to your advisor.

The information contained in this section should be helpful to students and parents. There are many individuals who have contributed to the organization and content of this handbook including professional educators, school board members, parents and students.

We have designed an educational environment at the middle school to include a comprehensive and modern academic curriculum as well as clubs, activities and athletics that give all youngsters an opportunity to participate in co-curricular programs. Students are encouraged to become involved and participate in the numerous activities offered at West Running Brook. It is our hope as a staff that all students will find success at West Running Brook.

The middle school, in maintaining the Derry Cooperative School District philosophy, is an inclusion-based school. Students with special needs are fully included on academic teams. Support services are provided by the special education staff in the academic core classrooms. Special needs students are included, to the maximum extent within the least restrictive environment in all activities and curricula at school. In preparation for high school, all special needs students are provided with experiences that address their disabilities. Simultaneously, they are encouraged to use their abilities to the fullest extent possible.

Our goal is to ensure that your middle school experience is both positive and successful. We hope that you have a challenging and rewarding school year!

Sincerely,
Mrs. Leslie Saucier

Leslie Saucier
Lorrie Belinsky
Justin Krieger

Principal
Assistant Principal
Assistant Principal

Judy Hatch
Mary Klotz
Tricia Papandrea

Secretary
Secretary
Secretary

WEST RUNNING BROOK Mission Statement

West Running Brook Middle School is like a bridge that protects, respects, and guides individual students in their physical, intellectual, social, and emotional journey from childhood to emerging adulthood.

THE DERRY COOPERATIVE SCHOOL DISTRICT Mission Statement

The Derry Cooperative School Districts' Mission Statement for school age children is to create a safe and successful learning environment for all students; one that fosters challenging situations, promotes self-worth, encourages learning as a life long activity, and produces healthy young adults who will contribute to society. The School District is committed to ensuring that students possess the academic, social, and technological skills necessary to strengthen decision making, teamwork, life skills, and relationships.

DISCRIMINATION POLICY STATEMENTS

It is the policy of the Derry Cooperative School District not to discriminate on the basis of sex in its educational program, activities, or employment policies as required by Title IX of the 1972 Educational Amendments. Inquiries, complaints or grievances regarding compliance with Title IX may be directed to the office of the Superintendent of Schools, 18 South Main St., Tel. No. 432-1210 or to the Office for Civil Rights, Department of Health, Education, and Welfare, Washington, D.C.

NOTICE OF NONDISCRIMINATION

The Derry Cooperative School District does not discriminate on the basis of race, color, national origin, age, sex, or disability in admission to, access to, treatment in, or employment in its programs and activities.

Any student, parent on behalf of their child, or employee who believes that he or she has a disability and thinks that accommodations are necessary to afford an equal opportunity for success, should contact their school Section 504

coordinator listed on this page for further information.

The following Assistant Principals have been designated to handle inquiries regarding the nondiscrimination policies:

Barka Elementary School	
Stephanie Pike	434-2430
Derry Village School	
Chris McCallum	432-1233
East Derry Elementary School	
Cara Donati	432-1260
Grinnell Elementary School	
Jeff Haines	432-1238
South Range School	
Lisa Gagnon	432-1219
Gilbert H. Hood Middle School	
Kim Hogan	432-1224
West Running Brook Middle School	
Lorrie Belinsky	432-1250
Justin Krieger	432-1250

The following people are District-wide coordinators:

Mindy Schuman-Vye
Serena Levine
18 So. Main St.
Derry, NH 03038
(603) 432-1210 (603) 432-1215

Inquiries concerning the application of nondiscrimination policies may be referred to the Regional Director, Office for Civil Rights, U.S. Department of Education, J.W. McCormack, P.O. C.H., Room 701, Boston, MA 02109-4557.

Family Education Rights and Privacy Act (FERPA)
The Family Educational Rights and Privacy Act is a Federal Law designed to protect the privacy of a student's educational records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student, or former students, who has reached the age of 18 or is attending any school beyond the high school level. Students and former students to whom the rights have transferred are called eligible students.

Parents or eligible students have the right to inspect and review the students' education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents of eligible students have the right to request that a school correct records believed to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record commenting on the contested information in the record.

Generally, schools must have written permission from the parent or eligible student before releasing any information from a student's education record. However, the law allows schools to disclose those records, without consent, to the following parties: School employees who have a need to know;

- Other schools to which a student is transferring;
- Certain government officials in order to carry out lawful functions;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for the school;
- Accrediting organizations;
- Individuals who have obtained court orders or subpoenas;
- Persons who need to know in cases of health and safety emergencies;
- State and local authorities, within a juvenile justice system, pursuant to specific State Law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information or technical assistance, you may call (202) 260-3887 or TDD (202) 260-8956 or contact:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S. W.
Washington, D.C. 20202-4605

All FERPA information was obtained directly from <http://www.ed.gov/offices/OM/ferpa.html>

Library

DUE PROCESS

The administration respects the rights of students and feels everyone should have an opportunity to respond to an accusation. In the case of disciplinary matters, particularly suspension, students will have the opportunity to express their views before a final decision is made.

SPECIAL SERVICES

Counseling Department

The school counselors assist students with their social, emotional and academic adjustments to middle school. Should you have some concerns or conflicts that are interfering with your learning, feel free to call and make an appointment with your grade level counselor. The middle school years prepare adolescents to make major life decisions. Most students can be helped by discussing their concerns with an understanding person. Your counselors are here for all of you, no matter how small your concern may appear to be.

If you believe that you are being abused either emotionally, physically, or verbally by either an adult or a peer, you should see your counselor or the school nurse. If you are dealing with substance abuse issues, divorce or a death in your family, please confer with your counselor. There may be other serious problems in your family or at school that you may wish to discuss. It is important you make decisions that are best for you to help ease confusion, tension, and stress.

- Mr. Phil Baroody
- Ms. Cherie Haidaichuk
- Project ME Mr. Mike Auger

Social Worker Services

West Running Brook, South Range and Grinnell Schools share a social worker, whose role is to assist students and their families in resolving personal, social and emotional difficulties that may interfere with progress in school. Our social worker also performs casework services with parents and collaborates with school staff to gather information and to establish plans for assisting students and parents. As a liaison between home and school, our social worker's services are extremely beneficial to students.

Social Worker: Ms. Maryanne Taylor (432-1250)

The libraries at both middle schools offer a variety of services to students and staff. There is a vast selection of books in all genres for pleasure reading, as well as a large collection of nonfiction books that support the curriculum. The library's computer catalog and circulation system is web based so that students can access middle school collections, elementary collections, and web sites that are appropriate for their information needs from school as well as from home. Nettekter, an additional source of safe informational web sites, and Ebsco, a periodical database, are also excellent sources for students. Entire classes access the library with their teachers, and individual students may use the library with a pass from a teacher.

Computer Use and Internet Policy

The Internet will be accessible in each classroom for support of assigned projects. Students will be allowed to access the Internet only after being sponsored by a teacher, completing an orientation program, and having written parental permission through the Acceptable Use Policy. Teachers will send home **Acceptable Use Policy** permission slips for parents to review and sign annually. Students and parents must understand the rules, responsibilities, and regulations of this document or ask for assistance with the content.

The use of computers and the Internet is a privilege, not a right, and inappropriate or unacceptable use may result in immediate cancellation of that privilege. Students must realize that if the rules are violated, their school access will be canceled and appropriate consequences may be given, including detention and/or suspensions. Parents should be aware of the ability to call your home Internet provider if your child receives or sends any inappropriate or threatening computer correspondence. Please discuss with your child the serious nature of comments made through e-mails and chat rooms, as well as possible consequences and potential police involvement. Since our priority is to encourage responsible use of technology for all students, safe and responsible use of resources is necessary at all times.

Health Services School Nurse

Mrs. Cathryn Thomopoulos
Nurse Phone: 421-0074

The Derry School District schools are staffed with full-time registered nurses. Any student who is ill

should request permission from his/her teacher prior to reporting to the school nurse. Exceptions to this policy should be made in the event of an emergency.

All students and parents are requested to inform the nurse of any particular health problems. These should be a matter of record (i.e. allergic reaction to bee stings, food allergies, etc.).

Students should have a doctor's note to return to school after surgery, stitches or injuries requiring splints, slings, casts or crutches. Periodic vision, hearing and other screenings will be conducted through the nurse's office. The school nurse uses health program activities as learning experiences to contribute to health education. Each encounter with the student is a health teaching opportunity utilized by the school nurse to teach first-aid, personal hygiene, preventative health measures, etc.

The school nurse also provides counseling and guidance on health matters and serves as a consultant/resource person to the school staff, students, and parents.

Physical Examination/Immunization

The State of New Hampshire requires that all students have proof of immunization on file. All immunization dates must include the day, month, and year of administration. A Physical Examination completed within one year of entering first grade is required. Transfer students will need a Physical Examination if one is not in their records.

Students entering the sixth grade are required to provide documentation of Varicella (chickenpox) disease or immunization, if they have not had the disease. All children entering the seventh grade are required to have had a second dose of the measles vaccine, preferably as an MMR. If your child has had this booster shot, please send in written verification from your doctor to the school nurse as soon as possible.

Medication/Inhalers/Epi-pens

Students are not allowed to bring medicine to school. This includes cough medicine, cough drops, herbal supplements, prescription and over-the-counter medicines.

- Only medication prescribed by a physician will be administered. The Physician's written authorization along with

parental/guardian permission must be kept on file in the school.

- All medication must be brought to the school nurse by a parent or legal guardian. Students may not carry medication to school.
- All medicine containers must be properly labeled with the student's name, physician's name, and instructions for the administration of the medicine. (In original RX bottle). A second bottle for school use may be obtained from the pharmacy.
- New Hampshire state law allows students to carry inhalers and Epi-pens while at school. If your child has either medication prescribed and you wish for him/her to carry the medical equipment while at school, please contact the school nurse for the necessary forms and information. No medicine may be dispensed unless all of the above procedures have been followed.
- In the absence of the school nurse, the principal or assignee will assist the student with medication.
- Parents must make arrangements to pick up student's medications on the last day of school. Any medication not picked up by parents will be disposed of by the school nurse and administration at the close of the last day of school.

Illness

When children show signs of illness, such as sore throat, fever, rashes, coughing or runny nose, it is advisable to keep them home. This guideline serves as a protection for all students.

Fresh air is beneficial to growing children; however, they will not be outside for long periods during inclement or extremely cold weather. Generally speaking, if a child is too ill to partake in a recess of physical activity, he/she is too ill to attend school. An exception to this would require a doctor's note to excuse these activities.

All communicable diseases afflicting students should be reported to the school nurse. Any student with a communicable disease requiring antibiotic treatment must remain out of school for twenty-four hours after starting therapy.

Head Lice

Please inform the school nurse if your child has head lice so that the health issue may be contained.

Any child can have head lice. The Derry School District has a NIT FREE guideline. After being properly treated, the child will be checked by the school nurse to determine whether he/she may return to the classroom. Generally, children may return to school twenty-four hours after treatment.

Emergency Cards

Each student must have an emergency card on file in the nurse's office which must be signed by a parent or guardian. In case of a severe emergency, the school will contact the Derry Fire and Rescue Department. **Any change in information on the emergency card must be reported immediately by a parent/guardian to the school nurse.**

Insurance

Lefebvre Insurance has gone "Green". For the 2011-2012 school year all brochures and enrollment forms will be in PDF on the Derry School District's website (www.derry.k12.nh.us), click Finance, click Forms, click Student Accident Insurance. If you do not have access to a computer please call the office @432-1250. All students participating in school athletics must be covered by medical insurance. If you currently do not have health insurance this is an affordable plan for your child provided by Lefebvre Insurance.

Telephone

Students may not use the classroom phone or their cell phone to call home if they are ill. They must first visit the nurse's office with a teacher's permission, and the nurse will then decide whether or not to call the student's parents.

Elevator

The school elevator is a very expensive piece of equipment, and only disabled students are allowed to use it. Parents must issue a written request for their child to use the elevator for medical reasons, and this use must be authorized by either the school administration or nurse. Any student who loses an elevator key will need to pay a \$5.00 replacement fee.

The Lunch Program

The Lunch Room

The cafeteria at West Running Brook Middle School offers many more choices than what appears in the published district menu. On any given day, you may choose a hamburger, hot dog, chicken burger, locally baked pizza, salad, tuna sub, or the Menu

Choice...hmm, what is it today? Maybe spaghetti and meat sauce or a baked potato with broccoli and cheese! The list seems endless, and the kitchen manager has great flexibility in the varieties offered to you. After you choose your entree, there will still be lots of fruits, veggies, breads and rolls, soup, "a la carte" items and maybe a dessert to entice you to buy a full nutritious lunch. Every item offered is also available to you individually at an "a la carte" price. If you are extra hungry you may choose two hamburgers along with milk, an apple and veggie sticks. You will be charged for one lunch at the meal price and the extra burger at the a la carte price. Please note that prices are subject to change. If you qualify for reduced priced meals, the price of your lunch will always be 40 cents.

There is also a snack bar at West Running Brook. The items available at the snack bar are not part of the regular lunch but are an addition to it and may include chips, snack cakes, soft pretzels, juice drinks, water, ice cream treats, fruit, and fruit snacks. The list goes on and on!

All items are priced on an individual "a la carte" listing. The student must use either their ID card or cash to make purchases at the snack bar.

1. We suggest that you count on a minimum of \$15.00 to \$20.00 per week depending upon how often and which meals your child eats. Do you let them have seconds or double portions? Do you let them use the snack bar at the middle schools? We appreciate your effort to keep your student account current.
2. There will be no "charging" of snacks or extra a la carte items, including snacks, milk or juice in any school at any time for any reason.
3. The student will only be allowed to charge a lunch meal up to a maximum amount of \$5.00. After that amount has been reached, the student will be given a lunch consisting of a cheese sandwich and milk, juice, or fruit; there will be no charge.

Middle School Child Nutrition Employees will communicate balances to students verbally in the lunch line. This should make it easier for you to keep track of your student account. If it seems that the amount in your student account will be depleted before the next notice (in two weeks), then a new prepayment should be sent in as soon as possible. All parents/guardians are encouraged to call the kitchen manager Janet Webster at 437-4721, at any time to check on the status of an account.

Any questions regarding this policy should be directed to the Food Service Central Office - Susan A. Boroskas, Food Service Director at 432-1231.

WINSNAP Computerized Prepayment System

No matter what food items you choose to purchase, you are strongly encouraged to use the SNAP prepayment/POS system. It helps us keep better track of your money, what you are eating, and helps guarantee full confidentiality and anonymity for students receiving free or reduced meals.

Every student will be issued an ID card with his/her picture, school ID number, a bar code and bar code number. This bar code will access your personal account where you have deposited your prepayment. The cost of your breakfast, lunch, or "a la carte" items will be deducted from your account as they are purchased by running your ID card through the bar code reader.

The prepayment envelopes will be available in the cafeteria. Try to make your prepayments once a week, in the morning before going to advisory or when you come in for breakfast. You may also prepay at the register. The total emphasis of WINSNAP is **PREPAYMENT**. Your ID card is not a charge card so please do not plan to use it as such.

When you purchase a full lunch, you must use your ID card or number, even if you are going to pay for your lunch with cash. Present your ID card to the cashier at the end of the service line. The amount of your purchase will be automatically deducted from your account balance or you may pay for your lunch in cash.

If your card is lost, stolen, laundered, or unable to be read, a replacement card will be issued. There will be a \$1.00 charge to replace a lunch card. Your lunch ID card will become an important part of your life in middle school. It will also be used as a library card and a dance ID card among other things. Please be careful to safeguard your ID card at all times! Any misuse of the card will be pursued and handled by the school administration.

Students may purchase one reimbursable lunch and one reimbursable breakfast each day. If a second lunch or breakfast is purchased, then "a la carte" prices will be charged. Students may not purchase anything with another student's card, and all students will be discouraged from buying items for each other. Cash is always accepted for all purchases.

If you had a balance remaining in your account from a previous year, either positive or negative, you will find that balance in your account when you first use your card in August. It is strongly suggested that the students keep track of their account balances and let parents/guardians know when it is time for a new prepayment.

Opening an Account

Setting up an account allows parents to check the students' account balance and purchases as well as gives parents the opportunity to deposit money into their child's account. To open an account please log onto mylunchmoney.com and follow instructions.

Transferring Funds from One Child's Account to Another Child's Account

You may transfer funds from one child's account to another child's account after all charges are paid and the Food Service Director receives a written transfer request from the parent/guardian.

At no time will any funds that have been deposited to the lunch account be given to the student in cash. The lunch program prefers that you make deposits to accounts by using a check. However, if your check bounces, you may be subject to the returned check fee (an average of \$25.00).

If there are any questions regarding school food service, please do not hesitate to call Mrs. Susan Boroskas, the District's Food Service Director, at 432-1231 for information. You may also contact the West Running Brook School Kitchen Manager, Janet Webster at 437-4721.

Refund Policy

A. During the School Year

After all charges are paid and the Food Service Director receives a written transfer request from the Parent/Guardian, any balance greater than \$4.00 will be refunded.

B. End of School Year

After all charges are paid and a written request from the parent/guardian is received by the Food Service Director, then a refund will be paid to the parent/guardian by check. A balance of \$4.00 or less will result in no refund. If the student will remain in the District, all amounts will remain in the student account for use during the next school year.

Parent Portal

Parents and students can electronically access grades throughout the school year. The website location is: <https://pssis.derry.k12.nh.us/public/> Please contact an administrator if you need your login and password to access. Grades are updated every two weeks.

ACADEMIC PROCEDURES

Grading System

West Running Brook uses the five-letter system as a method of grading. The letters can be interpreted to mean the following:

A - Excellent	89.5 -100
B - Above Average	79.5 - 89.4
C - Average	69.5 - 79.4
D - Below Average	64.5 - 69.4
F - Failure	0 - 64.4

Performance Key for Effort and Conduct

Students are also evaluated on their class conduct and effort with a number system of 1,2,3 or 4. The conduct and effort grades can be interpreted to mean the following:

- 4 – Exceeds expectations
- 3 – Meets expectations
- 2 – Progressing towards expectations
- 1 – Not making acceptable progress towards expectations

On the report card, teachers also include comments regarding students' performance. Report cards are issued three times yearly on a trimester plan.

The school has the right to hold any report card for money owed to the school unless parents have contacted the West Running Brook Middle School Administration to establish a payment plan. Please feel free to call an administrator if you need to arrange a payment plan.

Practice / Reinforcement (Homework)

Homework is an integral part of the school program and may be assigned on a regular basis. The amount of time spent on homework will vary. If you have any questions about quantity of homework, please call your child's teacher directly.

Students are expected to complete assignments by the deadline. It is important for students to complete all assignments so the final grade is not impacted. Each team may use a more specific homework policy that will be sent home to parents at the beginning of the year.

WRBMS Web Page

For information about your school or to catch up on current events in the community, the West Running Brook Middle School Web page can help you out. Here you will find links to your grade level team, library news and links, sports events and important forms for tryouts, or to email a teacher.

Please visit our webpage:

<http://www.derry.k12.nh.us/wrb/index.html>

Make-Up Work

Students should strive for an excellent attendance record in order to avoid the complexities of make-up work. If you are absent from school, then you are responsible for making up all work. Students and parents should consult with respective teachers to ensure clear expectations and procedures to implement regarding missing work.

If a student is absent for more than one day, a parent may request assignments on the second day from the main office. The assignments will then be ready 24 hours after the request has been made to the office. If a request is made, please be sure to pick the work up on the day it is scheduled to be ready. You are encouraged to check on Parent Portal for assignments and/or contact you child's team leader.

Assistance with School Work

Students and parents should be aware that the major reason students fail a course is because many homework and classroom assignments are not completed. It is advantageous to develop a positive attitude about completing all work. Students who find that they are not doing as well in their schoolwork as they should are urged to make arrangements with their teacher for additional help. Middle School work continues to increase in complexity and as a result, students are encouraged to advocate for assistance when needed. Please communicate with the Team Leader to discuss procedures for securing increased assistance with school work.

Progress Reports

Progress Reports are an important means of communication among teachers, students, and parents. These reports will be issued two times during each trimester for all classes. Please refer to the progress report calendar sent home in the opening day packet and the monthly newsletter for progress report dates. Progress reports should not be considered as a final grade for the trimester, but rather as an indicator of students' success and target areas needing improvement. After reviewing progress reports with your child, please feel free to call your child's advisor or team leader if you have any questions. All progress report cover sheets must be returned to either your child's advisor or designated team teacher with a parent/guardian signature by the assigned date. Consequences for not following this guideline will be determined by the team.

Academic Integrity

All West Running Brook students are held to high levels of expectations regarding honesty about their work. When various forms of assessment are given, such as a test, homework, or class work, each student must complete his/her own work. Answers should not be shared except in those situations where cooperative groups are being used under direct teacher supervision. Any situations of academic dishonesty, including plagiarism, will include communication with parents. Additional consequences, besides the parent notification may include, but are not limited to:

- Detention
- Zero on the assignment with a discussion of makeup credit
- Zero on the assignment without a makeup opportunity

- Office referral for repeated and documented offenses which may warrant a higher level of consequences

Guest Check-In

All guests must be buzzed in and report to the office before proceeding to any part of the building. Guests will be required to wear an identification sticker. These practices are intended to ensure the safety of all our students and staff.

Friday Focus Newsletter

A newsletter will be available to parents on-line each week. A calendar of important upcoming monthly dates is always included in the newsletter. Hard copies of the newsletter are available in the office upon request.

Parent-Teacher Conferences

In November, appointments are scheduled so that parents may visit the school and meet with teachers. However, parents are encouraged to call or email teachers if they have any questions during the year or to schedule an appointment with the team.

Promotion/Retention-Summer School

Students who fail one or more subject(s) are required to attend summer school in order to advance to the next grade. Additional information about summer school will be given to students and parents in the spring. The principal has the final decision concerning the future status of any student.

Substitute Teachers

There are occasions during the year when substitute teachers will be needed in your classroom. Care is taken to provide you with a substitute teacher who is qualified to carry out the work of the class. There should be no disruption of the regular class routine when a substitute teacher is present. It is important to remember that your substitute teacher is a guest of the school as well as the representative of the regular teacher. Courteous behavior and cooperation are expected of students at all times. Substitute teachers will report student behavior during the school day either to the team leader or to an administrator.

Text Books

- A. Be sure that you know where your books are at all times. You are loaned books when the school year begins. You and your parents must sign for these books, and comment on the condition of each. Consequently, you and your parents are responsible for payment if they are lost or damaged. This applies to library books as well.
- B. All students and parents are required to complete a book condition form on every text book.
- C. The office will collect money from you after your teacher issues a bill for the replacement cost of the book.
- D. The following assessment schedule will be in effect:
- E. New books: for the first three years from the date of purchase, students will be billed 100% of the school discount catalog price for the book. If the book is more than three years old, the student will be expected to pay 80% of the school discount price.
- F. All debts strongly are strongly requested to be cleared each trimester before report cards are distributed. Parents are asked to call the building administration to arrange any possible payment plan to clear all debts.
- G. All debts of eighth grade students are strongly requested to be cleared in order to attend any end of year field trips or activities.

Honor Roll

- A. A student eligible for high honors must attain a minimum of A's in all subjects.
- B. Students eligible for the honor roll must attain a minimum of B's in all subjects.
- C. A student eligible for honorable mention must attain A's or B's and one C+ or C in all subjects.

Citizenship

Appropriate behavior and effort are encouraged and rewarded at school. We encourage and reward outstanding school citizenship using the following guidelines:

- A. School citizenship includes behavior, attitude, effort and initiative.
- B. Students who excel in citizenship will receive recognition. A list of outstanding school citizens will be published in local

newspapers, along with the honor roll list, at the close of each marking period. Also, students receive points towards their participation certificates for receiving citizenship and honor roll awards.

- C. A student must receive a "1" in conduct and effort in all subjects in order to earn citizenship recognition.

EXTRA CURRICULAR ACTIVITIES

1. Interscholastic Athletics

The following sports are offered at West Running Brook: Boys' & Girls' Cross Country, Boys' & Girls' Soccer, Girls' Field Hockey, Cheerleading, Boys' & Girls' Basketball, Boys' Baseball, Girls' Softball, and Boys' & Girls' Track and Field. For potential changes to programming, please contact the Athletic Director.

A student wishing to participate in the interscholastic/intramural program must complete the following:

- ✓ Signed consent for the student's participation from the parent/guardian.
- ✓ Signed consent that the parent/guardian will assume financial responsibility in the case of injury to his/her child. Proof of insurance is required for each student participating in interscholastic sports.
- ✓ Each student must successfully pass a physical exam and complete a physical examination form provided by the West Running Brook Middle School Athletic Department prior to playing, practicing, or trying out for a sport. Forms are available in the school office and on the website. This eligibility shall be good for the entire time a student attends West Running Brook. The physical form must be completed by the student's own physician prior to any participation in the sport, including tryouts.
- ✓ All athletic forms must be turned in to the coach by the designated date.

2. Intramural Athletics

An intramural program is offered to all students so that they may learn skills and experience fun while participating with fellow classmates. Our school may offer coed basketball, indoor hockey, soccer and volleyball. New sports may be added

depending on student and teacher interest. Proof of insurance is required for each participant.

3. Clubs and Organizations

Clubs are organized to provide a wide variety of experiences and skills used to strengthen connections between students and their learning community. Clubs that may be offered include: Drama Club, Art Club, Yearbook Staff, Jazz Band, Select Chorus, Ski Club Lego Club, and Go Green Club. A student may not join both a winter sport (basketball, cheerleading) and the Ski Club at the same time. Only one of these activities is permitted per season. Once a season begins, a student cannot switch activities. Ski Club has been available for all West Running Brook Students but is not a school district sponsored event.

4. Student Council

The Student Council is made up of members from grades 6-8 chosen by their peers during fall elections. Their purpose is to establish and direct various student activities, encourage positive student-faculty relationships, and promote the general welfare of the school.

5. Dances

Dances are reserved for West Running Brook students only. Tickets are sold during student's lunch periods starting on the Wednesday before the Friday night dances. Dances will be held from 6:00-8:00 p.m. Students will not be permitted to enter the dance without a parent after 6:15 p.m. Additionally, school rules apply at dances, including appropriate dress and cell phone/gum usage. Students are to be picked up by parents at 8:00 PM. Students who are not picked up by 8:15 p.m. may not be permitted to attend the next scheduled dance.

6. Behavior At Extra-Curricular Activities (School and District Sponsored Events)

At all extracurricular activities, including school and district wide school sponsored events not held at WRBMS, behavior will follow school rules of courtesy, respect and personal and group safety. Good sportsmanship is the expectation at all athletic activities.

- A. Students will be required to dress appropriately for each social activity. Dress guidelines are the same for social activities as they are during the school day.

- B. Rules that apply during the school day shall be in effect at all extra-curricular activities/school and district-sponsored events. This includes, but is not limited to, any smoking, profanity, fighting or harassment.
- C. Students involved in after school activities are not to return to the building during or after the activity without permission from a coach, club advisor, or teacher. Students should go to lockers and gather all necessary things at the close of school. At the conclusion of any activity, all students are to leave the building immediately and in an orderly fashion.
- D. Remember that attending and participating in extracurricular activities/school and district sponsored events is a privilege. Your behavior should reflect your respect for this privilege. Students who behave inappropriately will be removed from the activity and parents will be called. Depending on the degree of inappropriate behavior, students may receive consequences, and attendance at future extracurricular activities/school and district events may be limited. Inappropriate behavior at these activities/events is subject to school and/or police consequences.

7. Boys & Girls' Club Middle School Program

The Boys & Girls' Club of Greater Derry offers an after school bus transportation to the club. A bus picks students up at 2:00 PM and a second one returns at 3:40 to pick up students involved in after school activities. If you are interested in joining, or if you have any questions, feel free to contact the Boys & Girls' Club at 434-6695.

8. PTSA

Parents and student reps are strongly encouraged to join the Parent Teacher Student Association. Meetings are held the third Wednesday of every month beginning at 7:00 pm. The PTSA supports the programs at the middle school level through volunteering, fundraising, and organizing activities.

STUDENT EXPECTATIONS

Announcements will be read by your advisor during advisory period. Please listen carefully to the announcements as they may involve an activity in which you are interested or involved.

Students will conduct themselves in an orderly, courteous, and sensible manner. A West Running Brook student respects the rights and property of other people just as he/she expects his/her own rights and property to be considered. Students should take pride in their school and help to maintain its excellent condition.

Student Dress

The emphasis on dress at school is on cleanliness and good judgment. The staff will determine the appropriateness of student attire. Students who choose not to follow the dress guidelines must call their parents for a change of clothes or accept one from the school nurse or office. It is important to remember that administration will make the final decision on the appropriateness of a student's attire.

The following are examples of inappropriate dress and will not be allowed at school:

- hanging suspenders, backpack purses, hats, bandanas and kerchiefs; (headbands can be worn only to hold hair back).
- tank tops, crop tops, midriffs, halter tops, spaghetti strap tops, or tops too revealing (Straps on sleeveless tops must be at least 2" in width.)
- clothing or accessories that denotes illegal substances, ethnic or sexual connotations, obscenity, violence or is offensive to others
- shorts, skirts, and pants of inappropriate length ("fingertip length"), or pants that lace up the sides, pajamas, boxer shorts/undergarments as outerwear may not be worn.
- jewelry accessories that may be used to endanger others such as, but not limited to, wallet chains, oversized chain accessories, spiked or studded necklaces, collars, and bracelets.

Safety demands that students wear practical and safe footwear. Sneakers or shoes with wheels or retractable wheels are not acceptable at school,

and students will not be allowed to wear this footwear in school or at school events. Footwear must be safe at all times. If footwear becomes either a safety concern or distraction, parents will be notified and students will be required to change their footwear. Jackets, vests, and coats intended to be worn outside are not permissible to be worn in school during the day. Polar fleece designed to be worn indoors is permissible. Students are not allowed to carry either backpacks or backpack/large purses throughout the school day. Backpacks must remain in a student's locker.

For your child's health and safety in physical education classes, the following clothing guidelines apply:

Students must bring a complete change of clothes appropriate for each activity in addition to the clothes worn to school. Shorts, t-shirts, wind pants or sweat pants are suggested for physical education classes. Students must have sneakers, not of the platform variety, for each class. A detailed handout will be given to students at the beginning of each trimester.

Telephone

Telephones in the office are only for school business and emergencies. You may use this phone only after written permission has been obtained from your teacher or verbal permission is provided from an office staff member. Since it is difficult to call a student out of class for a message or to speak with his or her parent, please refrain from calling the office and leaving messages for students except in emergency situations.

Electronic Devices

Cell phones are strictly prohibited in the school building unless a contract has been obtained from the team leader and has been signed by the student and parent. If students who do not have a contract are found with cell phones in their possession, the phone will be taken away and parents will be called. The devices will then be returned only to the parent. Please remember that, according to the contract, all cell phones must remain in the student's locker until 1:50 pm and not used until students are outside of the building at dismissal. All electronic devices including cell phones and iPods/music devices, and earphones are to be stored in your locker during the day at your own risk.

Gum

Gum chewing is not permitted in school.

Student Bicycle/Skateboard Use

All students who ride their bicycle to school must:

- A. Park their bicycles in the bicycle rack and lock their bikes to the rack.
- B. Students are encouraged to register their bicycle with the Derry Police Department.
- C. Students are encouraged to wear helmets according to state law.
- D. Students who wish to ride skateboards or scooters must sign a consent form each year and abide by the above rules.

Lockers

- A. It is suggested that no sum of money or valuables be kept in the lockers.
- B. Students are responsible for their own property and should not give their locker combination to any other student or leave lockers "ready to open".
- C. Students are permitted to go to their lockers at the times designated by their team teachers.
- D. All coats and inclement weather clothes will be kept in student lockers during school hours. Students are not permitted to wear coats or hats inside the building at any time.
- E. All student backpacks/large purses must be kept in their locker until dismissal. Any violation of this guideline will be subject to a team/school consequence.
- F. All items left behind at school are placed in our lost and found. The lost and found items are stored and periodically given to Goodwill.
- G. Lockers are the property of the Derry School District and are subject to inspection if the situation determines this is necessary and appropriate.

Hall Passes

It is important for safety reasons that the location of students is known at all times. Any student given permission to leave the classroom will receive a pass with his/her name, destination, and time on it or he/she will be required to sign out through a designated system. Parents should notify the school nurse if there are any difficulties regarding either your child's use of the restroom or moving

from one class to another. Students must sign out in the classroom to use the bathroom. Students may not use the bathroom without signing out or receiving verbal permission from a staff member.

Arrival at School

There is no adult supervision at school for any student prior to 7:15 am. However, students may go to the cafeteria from 6:30 on to wait if necessary. Once on school grounds, no student may leave the premises. Any student leaving the premises during the school day will be suspended from school. On inclement days (rain, snow and frigid temperatures) students will report to their team areas.

Entering and Leaving

- A. After entering the building, students will first proceed to their locker.
- B. At dismissal (1:50 pm) everyone will leave through the designated exits.
- C. Walkers or bike riders should not be in bus dismissal areas or in the school or gym lobbies.
- D. Since elementary schools are still in session, no one will be permitted to "cut through" their grounds (including playgrounds) on the way home.
- E. Students must leave the building immediately at the close of school unless they have a scheduled activity or have been assigned detention. All students must be picked up promptly at the end of any activity or detention unless prior arrangements have been made with the Boys and Girls' Club. All school rules and regulations apply to any student remaining after school or at a school or district sponsored activity.

Student Attendance

We believe that in order to experience all of the educational opportunities that West Running Brook Middle School offers, students need to attend school every day. State Law (RSA 193:1) is clear on this point. It is the responsibility of the parents to see that their child attends school regularly. Our staff is willing to work with families to ensure regular attendance. All students are required to report to their advisory on time for attendance to be taken (7:20 AM). Please refer to Attendance Policy EPH Code: JH on the West Running Brook web page under Bear Essentials.

Student Vacation Guidelines

It is essential that West Running Brook Middle School students attend school regularly to obtain the most consistent education possible. Since situations may arise where families choose to take vacations at a certain time of year resulting in students missing school. Please refer to Attendance Policy EPH Code: JH on the West Running Brook web page under Bear Essentials

Religious Holidays

The Derry School District will make every attempt to be sensitive to all religious faiths. We will make every attempt to avoid scheduling events that fall on religious holidays. Observance of religious holidays is an excused absence from school providing the advisor is informed through a note. If you have any concerns about this issue, please notify your child's advisor.

Morning Tardy Procedure

- A. At 7:20 AM, any student not in their advisory is considered tardy. If students arrive **after 7:15am**, they must report directly to the office for a tardy pass.
- B. Late passes issued by the office. Students will be "Excused" only if accompanied by a doctor/dentist note. If a student is unexcused more than three times, he/she may receive a morning detention 6:30-7:15 AM or an afternoon detention from 2:00 until 3:00 PM.

Dismissal

- A. Bring a note from home containing the necessary information to be dismissed from school.
- B. Report to the office with the note upon entry to the building. Students will be given a pass to come to the office to meet their parent at the appropriate time.
- C. Parents must come into the school to sign their child out of school.
- D. Students are never to leave the school building or school property under any circumstances without notifying the office. Consequences will be given for students who choose to break this guideline.

Lawns

Please use the sidewalks or driveways to enter or leave school grounds. Cutting across the grass will hurt the appearance of your school. Furthermore, the courtyard appearance has been improved with flower beds and stones. The throwing or kicking of these stones or destroying these improvements will not be tolerated. In order to meet our goal of improving our school landscaping, we need your cooperation and support!

Change of Address or Telephone

The Derry School District's aggressive residency policy seeks to recover lost tuition and legal fees which ultimately reduces your tax obligation to support public schools. We appreciate your cooperation in this matter. You must provide, for purposes of identifying your legal residence, your street address including street number and apartment/duplex designation with the number and/or letter. You may include a post office box identification number for mailing purposes but not as a replacement for your actual street address.

Delay/Closing of School

Parents will be notified using our new alert system, Alert Now. Parents wanting to be notified regarding emergency and/or important school announcements such as reminding parents about early release, concerts, progress reports, must notify the office using the information provided in the opening day packet

Channel 6 on local cable will also announce the closing. The snow phone number is 432-1210. Please do not call West Running Brook, the fire or police departments.

Fire Evacuation

Fire evacuations are to be taken seriously. Exits are posted in each room. Students will exit single file from all rooms. There is to be no running or talking during this time. As you leave the building, move away from the building to allow others to exit. Be sure to remain with your class at all times. Once outside, students should remain silent and look to your teacher for further instructions.

Lock Down Drills

Lock down drills are periodically conducted to review appropriate procedures and to prepare students and staff for any possible emergency. Students are expected to take these drills seriously and follow their teacher's directions and instructions throughout the entire drill.

After School Detention

It is a serious violation not to report after school when directed to do so by the office or a teacher. Students will be given one-day advance notice to report after school. A special form will be issued and a student must have his/her parents sign the form that evening so it can be returned the following day. This allows time to plan for transportation.

Students will be excused from reporting after school only if there is an emergency situation at home and their parent discusses this with the staff member who issued the detention. A transportation problem is not a valid excuse for failure to report.

Search and Seizure

The administration reserves the right, under the law, to search students' and their property. Maintaining a safe environment is our first priority.

Student Suspension/ In-School Suspension

As a community, we strive to maintain a safe and comfortable school environment for all students. When a student chooses to behave in a way that violates School Board or handbook regulations, disciplinary action may result in either an out-of-school suspension or an in-school suspension. Students who are suspended, either in or out of school, will not be allowed to participate in any after school or evening activities or events on the day(s) of the suspension.

If school is canceled for any reason or if the student is absent, the suspension/in-school suspension will be in effect the following day.

End of Year Activities

Grade levels and teams organize a variety of end of year activities. Attendance at these activities is a privilege for all students. Therefore, students should be aware that choices regarding academics or behavior will play an integral part in whether or not they attend the end of year activities. If students' choices do not improve despite frequent conversations and repeated consequences

including detentions and suspensions, there is a pattern indicating that academic and/or behavioral expectations are not being followed. Students place themselves in a position of not attending these activities. Parents will be notified by administration and/or teachers in such cases.

THE WEST RUNNING BROOK CHAPTER OF THE NATIONAL JUNIOR HONOR SOCIETY

The West Running Brook Chapter of the National Junior Honor Society was established and chartered in the 1998-1999 academic year. Our first Induction ceremony was held on May 4, 1999 with 69 students being inducted into membership. This co-curricular activity was established to promote positive recognition and involvement for students who illustrate outstanding accomplishments in the areas of scholarship, service, character, citizenship, and leadership. Membership is an honor awarded by the school. Current advisor is Mrs. Patricia Fuller

OVERVIEW OF THE SELECTION PROCESS STEP ONE: SCHOLARSHIP

The initial selection of students is determined by the average of the previous year's final grades. To make the initial selection, a student must have an (A-) or better average. Students who make the initial selection will receive a letter, a Candidate Information Form, and directions for completing the form. This initial letter does not guarantee selection into the National Junior Honor Society but is a step in the process. Certainly, you should be proud to have attained a high grade average.

STEP TWO: THE CANDIDATE INFORMATION PACKET

Students who wish to be considered further for membership in the National Junior Honor Society must submit a completed Candidate Information Packet to the National Junior Honor Society Advisors within the time frame specified in the directions. Submission of the packet is not a guarantee of selection but advances you further in the process.

STEP THREE: CHARACTER, SERVICE, CITIZENSHIP, AND LEADERSHIP

Our Faculty Selection Committee will read and consider each Candidate Information form received. Since character, service, citizenship, and leadership are important components of the National Junior Honor Society, all your responses will be given very careful consideration. The Faculty Selection Committee will ask the team and Unified Arts teachers for input. They will consider effort, attitude, cooperation, and continued high grades

during this current year. The Faculty Selection Committee will ask the school's administration for input. Your self-discipline is important. Please understand that discipline issues such as detentions and suspensions will be considered.
STEP FOUR: OFFICIAL NOTIFICATION:
Each student who submits a Candidate Information Form for consideration will receive a letter from the

NJHS Advisors informing him or her whether or not they are being offered membership in our West Running Brook Chapter of the National Junior Honor Society.
Students who are offered membership will be invited, along with their families, to a formal induction ceremony and reception.

Check and Connect Intervention Program

Check and Connect at West Running Brook, an intervention program to help all students succeed is based on building relationships with each child that is at risk for academics, attendance, or behavior. It consists of implementing interventions to keep students involved in their education by monitoring grades, behavior or attendance and offering supports. A mentor is assigned to the student who facilitates collaboration between the school and home. Weekly conversations, mentoring, and practice/ reinforcement guidance help form the basis for a bond of trust between the student and the mentor. This in turn enables the mentor to determine the interventions best suited for the student's needs.

West Running Brook Middle School Learning and Behavioral Expectations

West Running Brook Middle School requires behavior standards to ensure a safe educational environment for all students and staff. For all students to maximize their learning potential, West Running Brook students, staff and parents are committed to the following beliefs which create a positive school culture.

1, Be Prompt and Prepared

- Arrive on time
- Bring necessary materials to all classes
- Complete and hand in all assignments on the date they are due

2. Display a Positive Attitude for Learning

- Focus on the designated task
- Actively participate in class
- Allow others to focus on teaching and learning

3. Respect Others' Rights and Human Differences

- Use appropriate language
- Listen to peers
- Demonstrate respect for others' opinions and heritage
- Create a safe climate that does not tolerate bullying, harassment or violence

4. Respect Authority

- Listen to teachers, administrators, staff, and other adults in the building
- Follow adults' directions and expectations
- Accept responsibility for behavior and learning

5. Respect Property

- Respect building facilities and others' belongings
- Be responsible for personal belongings

Throughout the year, conversations are held with all students regarding these learning and behavioral expectations. Teachers, administrators, staff, parents, and students work as a team to model and discuss our commitment to these beliefs.

Students whose choices do not meet the outlined learning and behavioral expectations will receive consequences in a variety of ways, depending on the severity and/or pattern of behavior.

Examples of behavioral infractions and corresponding consequences have been categorized into four levels. These examples are provided only as a framework for understanding the progressive nature of behavior and consequences. Therefore, the school and school district are not limited to issuing consequences only for the infractions listed. Any single infraction may result in moving directly to a level other than is designated. Our goal is to make students aware that school can be a rewarding experience if they make positive and responsible choices.

Level 1

Level one offenses are typically handled at the team level. Potential consequences include phone calls to parent/guardian, a student-teacher conference, in-team suspension, after-school detention, team meeting, lunch restriction, in-school suspension, removal from class and/or a behavior plan.

School-wide behaviors such as...

- inappropriate language/sound
- chewing gum
- wearing a hat
- failure to cleanup
- littering
- being out-of-team area
- loitering
- horseplay
- defiance
- cheating
- late for class
- displaying buttons referencing violence or substances
- carrying an iPod or similar music device/earphones
- profanity
- spitting
- misuse of a pass

Classroom behaviors such as...

- disrespect towards another student
- disruptive behavior
- a dress code violation
- being late for class
- misuse of class time
- throwing objects
- teasing others
- cheating

Level 2

Level two offenses are reported to the office. Potential consequences include a 2 hour administrative detention, in-school suspension, parent meeting, and/or a student behavior plan.

- Inappropriate conversations/gestures
- skipped class
- skipped class detention
- harassment(involving verbal or written comments)
- disrespect towards school staff
- bus offenses
- forging of a parent/guardian/school official's signature
- violent or sexually explicit drawings, pictures, or notes
- repeated detentions
- profanity
- misuse of spray perfume, cologne, or aerosol spray
- Internet use policy violation

Level 3

Level three offenses are reported to the office. Potential consequences include a 2 hour administrative detention, in-school suspension, out of school suspension, parent meeting, and/or a student behavior plan.

- forging of a parent/guardian/school official's signature
- violent or sexually explicit drawings, pictures, or notes
- repeated detentions
- vandalism
- bullying
- misuse of spray perfume, cologne, or aerosol spray
- skipped office detentions
- truancy and excessive tardiness
- disrespect towards school staff
- repeated use of profanities

- unsafe behavior/pushing/punching/hitting/kicking
- harassment, sexual harassment including, but not limited to gestures of a sexual nature; physical contacts; specific name calling is also part of this category and includes but is not limited to the following examples: “fag”, “gay”, “lesbian”, “homo”, etc.
- School district policy GBAA derogatory comments (directed at another’s gender, race, ethnicity)
- vandalism
- Internet use policy violation
- leaving school ground
- use of cell phone or text messaging during school hours (7:15 am -1:50 PM)

Level 4

Level four offenses are reported to the office. Potential consequences include out-of-school suspensions, parent meeting, and/or a student behavior plan, and any consequence noted in Derry School District’s policies.

- bullying
- harassment, sexual harassment including, but not limited to gestures of a sexual nature; physical contacts; specific name calling is also part of this category and includes but is not limited to the following examples: “fag”, “gay”, “lesbian”, etc.
- School district policy GBAA derogatory comments (directed at another’s gender, race, ethnicity)
- repeated in-school suspensions
- theft
- assault/fighting (Spitting on someone is considered an assault.)
- vandalism (financial restitution will be expected)
- School district policy JFCH/JFCI drug/alcohol possession, use, or intent to buy, sell, or transfer medicine, drugs, alcohol or tobacco products, drug paraphernalia, and medicines such as pain relievers, herbal supplements, diet pills, inhalers, or anything in pill, liquid, or powder form, or imitations of a drug. (Products which contain alcohol as an ingredient, including but not limited to, breath drops, breath sprays, mouth wash, cough syrup, etc. are included in this policy.)
- School district policy JFCJ possession of weapons (including firecrackers, stink bombs, bullets, shells, casings, explosive devices or imitations of explosive devices, or devices used to shock or harm others)
- inappropriate language directed at a school personnel
- any threat (verbal or written) directed toward school personnel, student, or towards building safety
- sexually exposing oneself
- trespassing
- Internet use policy violation

School Bus Safety Regulations

Riding the school bus is a privilege; therefore you should remember the following:

- A. The school bus driver is in complete charge of the school bus and the students. The driver shall be responsible to the school administration and shall have the same authority in maintaining discipline as a teacher in the classroom under the supervision of the School Board and the Superintendent of schools.
- B. Any unnecessary talking with, or disturbances toward, the school bus operator is not allowed.
- C. While ordinary conversation between students is permitted, loud, vulgar, and other inappropriate language will not be tolerated.
- D. Possession of, or use of, drugs or alcohol; smoking, fighting and vandalism are very serious offenses and will not be permitted in the school bus.
- E. The center aisle will be kept free at all times. Backpacks, books and other bundles carried by students shall be kept on the seats or in a place designated by the school bus operator. Paper or other objects may not be thrown on the floor, out of the windows, or at other students.
- F. Students shall go to the rear of the bus when getting on unless assigned to a seat near the front of the bus by the driver.
- G. The rear emergency door shall be used only in case of an emergency.
- H. All students must be seated while the bus is in motion.
- I. Emergency changes (even if only for one day) in the bus assignment must first be cleared through the assistant principal's office. In such cases a note from home must be brought to the office during lunch and a bus pass must be obtained in the office.
- J. Skateboards, scooters, skis, golf clubs and other objects too large to fit in a regular sized school bag will not be allowed on the bus. Any sporting equipment such as baseball bats and field hockey sticks must be carried in appropriate sport bags.
- K. Students should show common sense when bringing large projects to school. Projects should neither hinder driver's vision nor displace seating of another student. Parents are welcome to leave a project in the main office prior to the school day with the understanding that the student will come to the office on his/her own to pick it up. We are unable to interrupt class to call a student to the office.
- L. Any acts of vandalism/graffiti may require financial restitution by the student(s) involved.
- M. Any violation of the above safety rules designated by the Derry School Board will be reported to the school authorities who may forbid the offender temporarily or permanently to ride on the school bus.
- N. In addition to the loss of bus privileges, students may be expected to attend classes on proper bus safety and behavior

West Running Brook Middle School Song

West Running Brook is the best of the best
The top of the pile; stands out from the rest.
To show school spirit, our colors we show.
Purple and white, we proudly glow!

Chorus: To be a bear, you gotta be smart.
Reach for your dreams and never lose heart.
To be your best you must always strive.
That's how we show West Running Brook pride!

We sometimes need help to live up to our name,
But we always do; that's our game.
To help, our teachers are always here,
Ever reminding us to persevere

Whether music or drama, we always excel
With art, sports and history, as well.
Skiing, Lego and chess are clubs, too,
All of which were made possible by you!

Bears are courageous, honest and kind
With a positive attitude and open mind;
Always willing to help bears in need
With all of these qualities, we're sure to succeed!

Repeat Chorus

By Alicia Rockenhauser
Team 8-5
2001



**West Running Brook Middle School
Student/Parent Handbook Contract
2011-2012
Acknowledgement Form**

Please complete and return to your advisor.

I acknowledge that I have read and reviewed the 2011-2012 Student/Parent Handbook.

Student Name (Please Print) _____

Team _____

Advisor _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

This completed contract must be returned to you child's advisor.

Thank you!

The following policies will be included in the opening day packet:

Safe School Zone

Alcohol Use/Drug Abuse by Students
Sexual Harassment
Pupil Safety and Violence Prevention (Bullying)
Tobacco Use/Possession by Students
Smoking by Students
Internet Use Policy
Student Conduct on School Buses

...The Brook runs west. West-running Brook they call it.

Robert Frost