

2020-2021 Student Handbook



Lamoille Union High School

(802) 888-4261

736 VT 15W, HYDE PARK, VERMONT 05655

"Building a Community Prepared for the Choices and Challenges of Life."

www.luhsvt.org



LAMOILLE UNION HIGH SCHOOL

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BRIAN SCHAFFER
PRINCIPAL

BETHANN PIRIE
DEAN OF STUDENTS

Welcome back Lancers!

We have created a live Google Folder contents collated for up-to-the moment COVID-19 guidance available in a one-to-two click format.

There are three primary sub-folders; start here to see an index page for each!

- [LUHS Learning Options](#),
- [Health Information](#), and
- [Facility Information](#).

From each index page, you will see many, many documents administration will reference. You should expect links when included in general distribution emails/during faculty check-ins, etc.

As we've experienced, many, many important decisions are being made as better information or direction becomes available. If you see anything that you feel needs an update, please email Brian Schaffer at bschaffer@luhs18.org or Bethann Pirie at bpirie@luhs18.org.

Get to know us! Who we are:

Lamoille Union High School serves 500 students from 6 towns in rural Lamoille county: Waterville, Eden, Belvidere, Cambridge, Johnson, and Hyde Park. These are small, tight-knit communities whose local economies depend largely on the hospitality industry and the tourism generated by central Vermont's biggest ski resorts. Many of our students and families are employed by these resorts or nearby restaurants. Others in the county commute south roughly an hour to the more populous Chittenden and Washington counties.

Lamoille county is home to many generations of families. Our students are frequently the 2nd, 3rd, or even 4th generation in their family to attend LUHS. This leads to a natural and healthy desire for our students to explore the world beyond their county or state borders, balanced with a deep

connection to their home and community. We encourage our students to engage in exploration of their place in the world, wherever that takes them.

What We Do:

The LUHS curriculum supports our mission statement to prepare our students for the choices and challenges of life beyond high school. Our curriculum includes a strong emphasis on learning outside the classroom, through flexible pathways such as independent study, internships, dual enrollment at local colleges, and access to vocational education at the Green Mountain Technical and Career Center.

Within the classroom, our courses are designed to have multiple entry points for students to personalize their learning while engaging in a curriculum defined by clear and consistent standards. These standards have been a strong focus in our district since the **Vermont legislature passed Act 77 in 2013, mandating that all Vermont public high schools transition to Proficiency-Based Learning (PBL)**. Moving away from traditional letter grading, PBL relies on establishing consistent curricular standards and learning targets. Students receive more chances to practice through formative assessments (homework, quizzes, etc.) before being assessed on summatives (tests, presentations, projects, etc.). They receive feedback throughout the learning process to help shape and personalize their path to understanding. This transition has led to many changes in our school, which are outlined below.

Our transition to PBL comes hand-in-hand with a shift to a skills-focused curriculum.

Although the foundation of our students' education remains centered around the core curricula of our academic departments (English, Math, Science, Social Studies, World Language, Fine Arts, and Practical Arts), these content areas are being utilized more intentionally to build these lifelong transferable skills: **Communication, Citizenship, Self-Direction, Problem-Solving, and Critical Thinking**. We believe these skills will serve our students in whatever path they choose to pursue after high school.

Personalized Learning & Flexible Pathways:

The transition to PBL has enhanced and amplified our ability to provide many flexible pathways and opportunities for students to personalize their learning. Some of the options available to students include:

- **Course Offerings:** Offered in traditional academic areas (English, Math, Science, Social Studies), in addition to elective offerings in Business, Art, Music, Cooking, Languages, and Physical Education
- **Independent Studies:** Coordinated through our dedicated Innovation Coordinator position, allowing students to personalize their learning and achieve proficiencies in any academic area of interest
- **EPIC Academy:** "Educational Path I Choose" is a Project-Based Learning program designed by two Rowland Fellows in the LUHS Faculty. Students design, research, and execute four

(4) passion projects during the course of the school year, achieving proficiencies while exploring areas of interest and relevance to their lives.

- **Online Learning:** Through the LNSU Virtual Learning Academy, students can access the VTVLC Traditional Courses or this year, VTVLC “To Go” options.
- **Extended Learning Opportunities:** Our students engage in all kinds of learning outside normal school hours, including camps, programs, and extracurriculars. Students can integrate these experiences into their LUHS transcript to reflect the broad scope of their learning experiences
- **Dual Enrollment:** Students can take up to two (2) free courses at local colleges: Northern Vermont University (Johnson and Lyndon), University of Vermont and Community College of Vermont (available for 11th and 12th grade students).
- **Early College:** 12th grade students have the opportunity to complete their first year of college during their senior year of high school at a local college or university. This is a statewide program that allows students to experience college-level academics at no cost.
- **Green Mountain Technical and Career Center:** We are very fortunate to share a campus with GMTCC, giving LUHS students easy access to technical and vocational curricula such as Electrical Technology, HVAC, Culinary Arts, Business Administration, Automotive Tech, Allied Health, Creative Media Art & Design, Sustainable Agriculture, Computer Networking, Construction, and Forestry

We look forward to working with the students and families of Lamoille Union High School. If I can be of assistance to you, please do not hesitate to contact me.

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ACADEMIC RESPONSIBILITIES

GRADUATION REQUIREMENTS

- Class of 2021 and beyond will demonstrate evidence of proficiency in the [LLE's](#).
- Additionally, students will need to pass:
 - 4 English
 - 3 Math
 - 3 Science
 - 3 Social Studies
 - 1.5 PE
 - 1 Art
 - .5 Health
 - 4 Electives
 - Capstone Project

ACADEMIC INTEGRITY

Students are expected to do their own work and properly credit any contributions of others. **Definitions:** Cheating shall be defined as using someone else's work as your own, violating the conditions of an assignment, giving another student questions or answers from a test already taken, or speaking or using electronic messaging with someone during a test or quiz. Plagiarism shall be defined as the presentation of another's work--the ideas, arguments, facts or phraseology--as one's own. Unacknowledged quotation of another's sentences, phrases, or keywords is plagiarism. Unacknowledged paraphrasing of someone else's ideas or arguments is plagiarism. Using papers (in whole or in part) from the Internet as a student's own work is plagiarism. Forgery shall be defined as intentional creation of false documents.

ADVANCED PLACEMENT OPTIONS

Students enrolled in AP courses will be required to take the AP Exam in May. The school will pay the exam fee. Earning a high grade on the exam may exempt students from beginning level coursework in college, allowing them to elect higher level courses.

CIVIL RIGHTS ACT PROVISIONS

Lamoille Union is compliant with 34 C.F.R. §100.6(d) and meets the nondiscrimination requirements of the law.

CLASS RANK/CPA/OPS

CPA – Class Proficiency Average

This is the average that is being calculated by PowerSchool, and it is currently being displayed in the LUHS senior college transcripts. This statistical average considers every class that a student has taken at LUHS, specifically the final proficiency score that a student earned for all of their classes throughout their four years at LUHS.

OPS – Overall Proficiency Score

This is a statistic that was developed by LUHS Mathematics teacher, Mr. William Widen. This statistical average was developed to show a student's growth over their four-year career at LUHS. This statistic considers a student's overall learning proficiency score in each content area, as opposed to considering all of the final proficiency scores that a student has earned for each of their classes at the end of each school year. This allows the OPS statistic to show a student's growth over time because it does not punish a student for not being proficient in a certain content area at the end of their freshman or sophomore year. The OPS statistic overcomes the issues where the CPA statistic is being punitive to our learners.

How is it being calculated?

The OPS statistic considers a student's overall performance over four years in the following content areas: English, Math, Science, Global Studies, Art, Health, Physical Education, and World Languages. A student's overall performance in each content area is then summarized into a final proficiency score. The final proficiency score for each content area is then weighted based on the number of experiences that a student has had in that content area. For the purposes of this calculation, 1 experience is equal to 1 semester. Therefore, a full year course is counted as 2 experiences in that content area.

INDEPENDENT STUDY

Students may participate in [independent study](#), a personal learning plan or work experiences as part of a Personal Learning Plan (PLP) and use those to create evidence of proficiency in one or more areas for graduation.

FERPA Policies

34 C.F.R. Part 99 (the federal regulations promulgated pursuant to the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g et seq.) require an annual notification to parents of their rights under the Act. Such notice must include that parents have the right to:

- a. Inspect and review their children's records,
- b. Seek amendment of the record if it is inaccurate or misleading,
- c. Consent to disclosure of personally identifiable student information except as provided in 34 C.F.R. §99.31, and
- d. If they believe the Act has been violated, file a complaint with the Family Policy Compliance Office of the United States Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202.

In addition, the annual notice must include:

- a. The procedure for exercising the right to inspect and review education records,
- b. The procedure for requesting amendment of the records, and
- c. The criteria the school uses for disclosing student records to persons within the school who have legitimate educational interests in reviewing the records.

Finally, if the school does disclose "directory information" (e.g. names and addresses of students, date of birth, field of study, academic or other honors attained, participation on sport teams, etc.), and most schools do in some form or another, the school must notify parents of:

- a. The types of directory information that will be released,
- b. The right to refuse to let the school release particular or all directory information on their own children, and
- c. The period of time within which the parent has to notify the school that he or she does not wish to have the school designate some or all of the information about the parent's child designated as directory information.

Protection of Pupil Rights Act—The Protection of Pupil Rights Act, 20 U.S.C. §1232h (hereinafter “PPRA”), requires parental notification in a number of respects:

- a. 20 U.S.C. §1232h(c)(2)(A)(i) requires local education agencies to notify parents annually, at the beginning of the school year and within a reasonable time after any amendment thereof, of the adoption or continued use of PPRA policies. These local policies must include the following:
 - i.. The rights of parents to inspect surveys created by a “third party” (meaning not federally funded) before it is administered,
 - ii. Procedures for such inspection of surveys,
 - iii. Arrangements to protect student privacy with respect to surveys on sensitive matters,
 - iv. The right to inspect any instructional materials used as part of the educational curriculum,
 - v. Procedures for inspecting the instructional materials,
 - vi. The administration of any physical examinations or screenings,
 - vii. The collection or disclosure of student information for marketing purposes,
 - viii. The right of a parent to inspect any instrument used in the collection of personal information for marketing purposes before such information is collected or disclosed, and
 - ix. Procedures for obtaining access to such instruments in a timely fashion.
- b. 20 U.S.C. §1232h(c)(2)(A)(ii) requires an annual notice to parents of the right to opt out of certain activities including collection of personal Vermont Agency of Education Information to be Included in School Reports, Handbooks and Other Notices & student information for marketing purposes, administration of certain surveys, and non-emergency invasive physical examinations or screenings.
- c. 20 U.S.C. §1232h(c)(2)(B) provides that schools notify parents, at least annually at the beginning of the school year, of the specific or approximate dates when any of the following will occur: collection of information for marketing purposes, administration of surveys containing sensitive questions, and any non-emergency, invasive physical examinations or screenings.
- d. 20 U.S.C. §1232h(d) provides that schools must “give parents and students effective notice of their rights under this section [PPRA].”

FINAL EXAMINATIONS AND EXEMPTION

Courses may include midterm and final exams to measure learning and provide valuable experience. These exams offer practice in taking intensive examinations that are frequently required after high school.

FLEXIBLE PATHWAY OPTIONS

Here is a link to more information about [flexible pathways](#).

Adult Basic Education Program

Our partnership with Adult Basic Education allows students to demonstrate proficiencies through tutoring in preparation for standardized testing, job experience and volunteer work.

Dual Enrollment

Vermont’s Dual Enrollment program allows high school students to take college courses while still in high school. Participating students earn college credits, reducing the time it takes to get a college degree, potentially reducing the costs associated with college, and challenging themselves through college-level curriculum. Vermont high school students are eligible for two Dual Enrollment vouchers, each good for one course at any of 20 Vermont colleges or universities tuition free; students may use the two vouchers in their junior and/or senior years of high school.

Introduction to College Studies

This free course helps students develop strategies for college success. ICS classes are offered at all 12 Community College of Vermont locations.

Early College

This is a full year alternative to the senior year of high school. Students take courses in college, completing their senior year of high school and their freshman year of college simultaneously – tuition free. Programs are available at CCV, Castleton University, Johnson State, and Lyndon State. Vermont's Early College Program also includes the Vermont Academy of Science and Technology (VAST) at Vermont Tech.

Online Learning

Students have the opportunity to pursue coursework online. Students who have been most successful in the online environment have been self-directed, disciplined, and consistent in their approach because this is a highly independent endeavor. Students should seek prior approval from their guidance counselor before signing up for an online course.

Independent Study

Independent Study provides a process for students to design personalized learning experiences tailored to their passions and interests. This study can take place at Lamoille, at a community-based learning site, or at another off-campus location at any time of the year.

Green Mountain Career and Technical Center

Our offerings for the 2020–2021 school year show a range of programming for 11th and 12th graders (and a 10th grade Pre-Tech option) that reflects the needs and interests of our geographic region. It is our goal to prepare our students for high-growth careers and access to postsecondary options that encourage lifelong learning. Our instructors are knowledgeable and skilled in their fields and continue to offer rigorous and relevant programs of study that apply classroom-based instruction and work-based learning to meet academic, employability, and technical industry standards. We continue to support and enrich our partnerships among K–12 schools, institutions of higher education, and employers across our region.

We have a Cooperative Education program for students applying for a second year experience in their program that includes a new robust admissions process (please see description below) and we will work with all students in obtaining work experience while attending CVCC.

MAKE-UP OR LATE WORK

All work assigned is expected to be completed. Students are expected to make up all graded assignments.

The focus should be on the most recent assignments/assessments. However, if a student desires to retake a recent assignment/assessment, he or she may need to do or redo some preliminary work that was issued early in order to prepare them for the retake. Work that is turned in late may be marked as such but the scores earned for various performance indicators should accurately reflect their performance. “Lateness” may be reflected in the transferable skill PIs associated with the assignment/assessment. Students will have the duration of each school quarter this year to make-up any missing assignments.

PROGRESS REPORTS and REPORT CARDS

Summary reports of student proficiency progress will be mailed home. Much more detail, however, is available through the Powerschool portal. Students should all have accounts to log into Powerschool to view updated progress.

All guardians should create an account in Powerschool as there are features in the guardian account that are not accessible from the student accounts such as a single login for multiple children in school and the ability to update contact and emergency information. Contact our registrar at 851-1203 for more information.

SCHOOLOGY

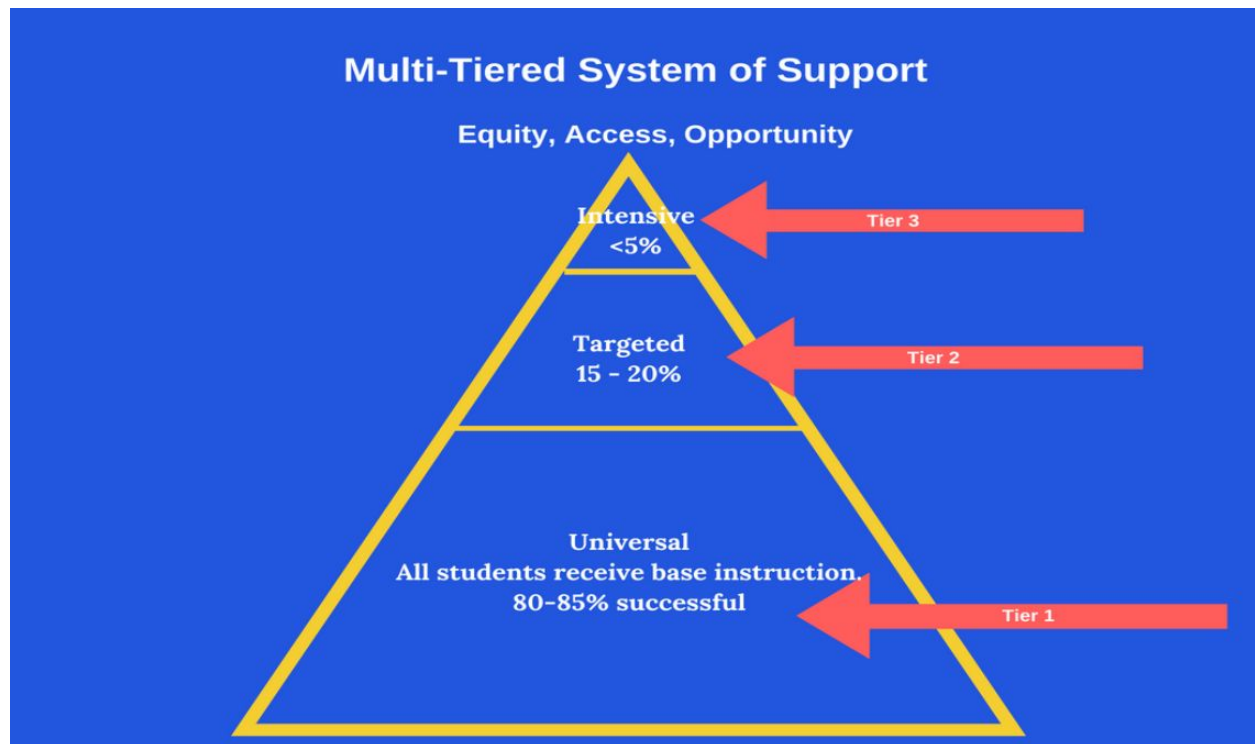
LUHS has adopted Schoology as our learning management system. Teachers will begin using the platform with students this year to house assignments and further communicate progress.

RETAKE PROCEDURES

Students will have the opportunity to retake any assessment on which they did not meet the established standard.

Student scores are determined by the “Most Recent” scores for the various performance indicators associated with the course. Students wishing to retake any assignment should focus their efforts on the last one or two scored assignments. It may be necessary for students to demonstrate readiness so that they are prepared for such retakes. Students will have until the end of the semester to retake work which they did not meet the established standard.

Multi-tiered System of Support



Intensive Instruction

<5% require intensive instruction
Daily progress monitoring
May require individualized curriculum
Intensive supports for students with significant and chronic deficits

Targeted Instruction

15-20% require targeted instruction
Individualized supports
Explicit and aligned with Universal
Regular progress monitoring

Universal Instruction

ALL students receive core classroom instruction
80-85% are successful
Teacher collaboration/Problem Solving Teams

ATTENDANCE

It is the policy of Lamoille North Supervisory Union to set high expectations for consistent student school attendance in accordance with Vermont law (V.S.A. Title 16, Chapter 25) in order to facilitate and enhance student learning.

Introduction:

Vermont law (Title 16, Section 1121) requires children between the ages of 6 and 16 to attend a public school. In addition to the legal responsibility, regular school attendance is important for a number of other reasons. First, it is critical to the academic and social/emotional growth of all children. Second, regular and punctual attendance fosters the development of responsible and effective work/study habits. Clear expectations regarding student attendance support this shared responsibility (exceptions to this statute as per Title 16, Sections 1121 & 1123). Finally, education is a responsibility shared by individual students, families, schools and communities.

RESPONSIBILITIES

Parents/Guardians

Vermont law states that it is the responsibility of a child's parent or guardian to cause their children to attend and participate in school on a regular basis. It is also their responsibility to provide written notification of a child's absence.

School and District

Vermont law states that the Principal or designee will make reasonable effort to contact and work with parents/guardians to implement necessary supports to have children attend school on a regular basis. The Principal or designee will document all student absences and will determine the thresholds for interventions. The Superintendent shall seek corroboration of mental or physical unfitness to attend school when appropriate. During the pandemic, the VT AOE issued further guidance around attendance in a remote or hybrid setting which can be found here: [Strong and Healthy Start: Hybrid Learning](#).

LUHS ATTENDANCE PROCEDURES

Put into place during the fourth quarter of SY20, these updated daily attendance procedures are based on Vermont State Education Law and Vermont Agency Of Education guidance in response to the COVID-19 pandemic.

The bottom line up front:

- Guidance from the VT AOE indicates that attendance is a daily requirement, just as we would under normal circumstances.
- "Daily attendance" is defined as contact with a student that can be evidenced through a range of means - @luhs18.org email exchanges, Schoology analytics, phone calls, Google Hangouts, etc.
- Every teacher has set a schedule with our learners that outlines when they are available to instruct or have some other form of contact, such as an intervention.
- Every teacher will take attendance on those days when they have had any scheduled contact by the end of any given day.

To meet these requirements, we are asking for parents to help guide their learners toward these **three primary strategies**:

1. Teachers take attendance in PowerSchool

Understanding that student schedules now are vastly different than while we were all physically present at Lamoille, and remote learning lends to flexibility, it is important that students attend every session with their teachers and communicate regularly. Parents, please ensure that your learner is checking into their school email account daily.

2. “Question of the Day”

A daily one question survey that captures a student’s name and email will additionally ensure that students get credit for attending school each day. Principal Schaffer will create, send, and share the “Question of the Day” responses with attendance secretaries. All students will receive the “Question of the Day” to their @luhs18.org email account following our daily 8:15 a.m. morning announcements each day we are in session; students are to complete it before the next day's announcements to receive credit. Again, please make sure your learner is checking into their school email account daily.

3. School Counselors, Student Support Team Members, and Case Managers

School counselors and student support team members have developed a contact log for students they would normally work with. Case managers will enter contact information into PowerSchool.

Between these three strategies, and with your assistance, we believe we can successfully engage all of our learners.

Lamoille County Truancy Project (LCTP)

LUHS teams with the Lamoille County Truancy Project (LCTP) to ensure all students attend school and receive additional support as necessary to do so. The rubric below indicates how LUHS will respond when a student is absent from school.

5 Days Absent	10 Days Absent	15 Days Absent	15-20 Days
Notification mailed to parent/guardian	Notification mailed to parent/guardian	Notification mailed to parent/guardian	Determination Letter to parent/guardian via certified mail
	Notification includes support services offered	Notification includes support services offered	Determination letter includes support services offered
	Notification w/potential consequences	Notification includes potential truancy consequences	Determination Letter w/ specific consequences
	Notification copied to LCTP and Superintendent	Notification copied to LCTP and Superintendent	Determination Letter copied to LCTP and Superintendent
		Notification requests a meeting between family, school, and LCTP	Determination Letter provides evidence of areas not met in Attendance Plan

		Attendance Plan is developed and implemented	Determination Letter is forwarded to Division of Child and Family Services and Vermont State Attorney Office
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Attendance Meeting

When a student is 15 days absent during the school year, parents will receive a request to attend an Attendance Meeting with LUHS administration and an LCTP representative with the purpose of reviewing reasons for absences and creating an Attendance Plan, if so determined. An Attendance Meeting can be held in person or over the phone, dependent on parent availability during the school work day, but shall occur between 15-19 days of student absence.

It is recognized and will be considered that there are certain instances when a student's absence cannot be avoided. It is the parent's responsibility to produce documentation supporting a student's absence at the Attendance Meeting:

- Illness – absences that exceed 10 days per year must be documented by a medical professional including LUHS Health Office, case manager or school counselor.
- Family emergency or death in immediate family.
- Religious observance.
- Appointments with professional health care providers – including mental health providers which cannot be scheduled during non-school hours.
- Legal activities such as court appearance.
- Driving test.
- Pre-planned family commitments and activities which the school has been notified using the Pre-planned Absence Form.
- Other school or educationally related activities which have been approved by the administration using the Pre-planned Absence Form including career exploration and college/post secondary visits.

The superintendent of a public school may excuse, in writing, any student from attending the school for a definite time, but for not more than ten consecutive school days and only for emergencies or for absence from town.

Potential determinations for action made at the Attendance Meeting include:

- No action,
- Referral to LCTP,
- Referral to DCF, and/or
- Referral to the Vermont State's Attorney Office.

MANDATED REPORTING

As educators and mandated reporters, it is our duty to help protect students from abuse and neglect. Act 60 of 2015 provides that any mandated reporter who reasonably suspects abuse or neglect of a child shall report in accordance with the provisions of Section 4914 of this Title within 24 hours of the time information regarding the suspected abuse or neglect was first received or observed. 33 V.S.A. § 4913(c). Review the joint memo from [VDH and AOE regarding Mandated Reporting](#).

NEW AMERICANS

We have a responsibility to ensure that all of our students feel safe and supported. This occurs when we create school cultures that are responsive to the needs of the children in our care, and our families. Under Federal law, undocumented children and young adults have the same right to attend public primary and secondary schools as do U.S. citizens and permanent residents (*Plyler vs. Doe*, 457 U.S. 202 (1982)). And, under state law, all Vermont children, including undocumented children are required to attend school until the mandated age of 16. Meeting this obligation means going beyond telling families to enroll their student(s). It includes working proactively to ensure they feel safe, supported and welcomed.

Public schools may not:

1. Deny or terminate a student's enrollment on the basis of actual or perceived immigration status.
2. Treat a student differently to verify legal residency in the United States.
3. Engage in any practices that have the effect of discouraging students from enrolling or attending school based on their immigration status.
4. Require students or their parents to disclose their immigration status or inquire of students or parents in ways that may expose their undocumented status.
5. Deny or terminate a student's enrollment due to the student's or parent's failure to provide a social security number.

See the letter on the State's responsibility to protect the rights of undocumented Vermont students:

- [Letter Regarding Undocumented Vermont Students](#)
- Letter Regarding Undocumented Vermont Students (Spanish)

PERIODIC HEARING AND VISION SCREENING

16 V.S.A. §1422 requires schools to test the hearing and vision of students pursuant to research-based guidelines. Review the [joint memo from AOE and VDH on School Health Screenings](#).

SCHOOL CHOICE

Under 16 V.S.A. § 563(28), school boards must annually inform students and their parents or guardians of their options for school choice under applicable laws or policy. This includes the board of a high school district announcing its capacity to accept students under 16 V.S.A. § 822a(c) on or before February 1 each year. The following link provides more details about other [school choice](#).

TRANSGENDER AND GENDER NONCONFORMING STUDENTS

All students need a safe and supportive school environment to progress academically and developmentally. Many questions arise for students and school staff when considering the best supports for transgender and gender nonconforming students. The [Continuing Best Practices for Schools Regarding Transgender and Gender Nonconforming Students](#) are designed to provide direction for schools to address issues that may arise concerning the needs of transgender and gender nonconforming students.

DAILY ROUTINES

SCHEDULE

7:45 teachers arrive to their classroom

7:45 – 8:10 students arrive

8:10 – 11:15 AM Pod

11:15 – 12:15 [Lunch](#)

12:15 Podner Do-si-do (teachers switch classrooms with Podner)

12:15 – 3:05 PM Pod

Dismissal times: 2:45 for drivers and pick-ups; staggered for bus riders as buses arrive

3:15 – end of teacher day

ARRIVAL - [Campus Map with Screening Points](#)

ANNOUNCEMENTS

The announcements for the day are made each morning. Announcements during classes will be made only in cases of emergency. A teacher, advisor or administrator must approve all announcements.

MORNING BREAK

Morning break will be coordinated with your AM Pod. All safety measures will remain in place.

AFTERNOON BREAK

Afternoon break will be coordinated with your PM Pod. All safety measures will remain in place.

LUNCH TIME

Lunch time will be provided in your AM Pod.

DEPARTURE

All students must leave the school grounds after school is dismissed at 3:05 unless they are staying for a meeting, practice, library use, detention or by teacher request. Students will have a staggered dismissal by voice announcement. All safety measures will remain in place.

PASSES

Students are permitted in the halls during class periods only if they are accompanied by a teacher or have a pass from a staff member. If students must leave the building because of illness or any other emergency, they must be signed out at the main office by a parent/guardian.

RESTROOMS

Students will be restricted to the bathroom physically located closest to their pod. Please refer to this [facility map](#).

DELAY/EARLY DISMISSAL SCHEDULES

2-Hour Delay Schedule

Pod One	10:10-11:05
Lunch	12:50-1:25
Pod Two	1:30-3:05

Early Dismissal Schedule

Pod One	8:10-9:45
Pod Two	9:55 - 12:00
HS Lunch	12:00-12:35

CLUBS AND SCHOOL ORGANIZATION

GUIDELINES FOR CREATING NEW CLUBS – Student interests change, as do the interests of our staff. To form a new club not currently recognized, interested individuals must submit a written proposal to the Principal that includes: the name of the club, the purpose of the club, club sponsor, and proposed meeting time. Approval will be determined and communicated back to the author of the proposal.

FUNDRAISING – The Principal must approve fundraising activities in advance.

GUIDELINES FOR SOCIAL EVENTS – All arrangements must be completed and documented using the Student Event Form two weeks before the event. A minimum of four faculty chaperones and one administrator are required for dances and other events with a large number of students attending. Guests from other high schools are permitted when approved by the club's advisor. All school rules apply during social events.

LAMOILLE UNION HIGH SCHOOL CLUBS: The following are examples of clubs we've had in the past; an updated list will be provided here in September. We await further guidance on safety measures to start clubs this year.

Alternative Fiction – Alt-Fi is a club for all students interested in science fiction, fantasy, anime, and other alternative genres.

Chess Club – Is open to chess players of all levels, from those who want to learn the rules and play a friendly game to those who would like to learn cutting edge strategy and tactics in order to completely demoralize their opponents.

Club of the Arts – Students who join this club are interested in expanding their artistic awareness. The focus of the year will depend on the club members.

Dance Club – is open to all high school students; you do not need to be in a dance class to join! We welcome all levels and abilities, especially beginners! Dance club is a great way to meet new friends, laugh and share your love of dance.

Debate Club – In Debate Club we research, discuss and prepare brief speeches on today's pressing issues and compete in statewide competitions in Public Forum style debate. You can build your college resume and/or have an option to earn independent credits in English & Social Studies.

Drama & Music – Drama and music opportunities include musicals, one-act plays, concerts, festivals, cafeteria performances and other presentations.

Environmental Club – Students work to develop efficient recycling at our school, to get others involved in the effort to help our planet, to help in the preservation of the earth and to expand environmental awareness of the student body and faculty.

GLOW (Gay, Lesbian, or Whatever) – Through education, action, fun, and friendship, students of *all* backgrounds and identities work to make LUHS a safe, inclusive, and supportive environment for all students.

International Club – Membership to this club is open to all students interested in learning about other cultures. Recent travels have taken us to Italy, Austria, Ireland, France and Greece. Students learn about new cultures, foods, attire and how to navigate large cities.

Jazz Band – A group of students and teachers who love to play jazz, rock, and funk music. This ensemble performs at the Burlington Discover Jazz Festival in June.

Men's Choir – An ensemble for men to advance their singing skills.

Mountain Bike Club – A mountain bike advocacy group promoting healthy lifestyle, community and responsible land stewardship.

National Honor Society (N.H.S.) – Membership/eligibility for the Lamoille Chapter of the National Honor Society is based on scholarship, service, leadership and character, and is open by faculty election to juniors and seniors. Members must maintain a minimum of these qualities and a 3.1 GPA. Members who resign or are dismissed are never again eligible for membership or its benefits.

Open Studio – is a place where anyone can come and create in the art room. Open Studio is an informal time and place where people can expand and experiment with materials and ideas in a creative way.

Performing Arts Company (PAC) – This is a club for students interested in theatrical arts. Activities include field trips to shows, extra-curricular theatrical projects like "Haunted High," and fund-raising. PAC also helps promote and publicize the school's Musical and One-Act Play. Membership is open to any student.

Scholars' Bowl – The Scholars' Bowl team competes in regular meets with other high schools in a statewide Scholars' Bowl competition.

Select Choir – An advanced ensemble for men and women to advance their singing skills.

TRI-M National Music Honor Society – An international program dedicated to the recognition of exceptional music students in grades 10–12. Members are carefully selected according to musicianship, academic achievement, community service, leadership and character.

Ski & Ride Club – The purpose of the club is to introduce students to a variety of outdoor activities in Lamoille County and around Vermont. Bike rides, hikes, skiing, snowboarding, rock climbing and kayaking are just a few examples of what the club could offer.

Student Council – The Student Council's principal purposes are as follows: to serve as a liaison between students and the administration; to enhance school spirit; to promote school activities such as homecoming and dances; to promote community service activities. Each class elects representatives to the council; the council elects Treasurer and Secretary. The student body elects President and VP. All voting members must be in good standing with the administration.

Student Government - Each class may elect officers and appoint committees to raise and spend money and conduct school events under the supervision of its class advisors. Each class president will attend the Student Council meetings as a voting member.

Upward Bound - Sponsored by Johnson State College, Upward Bound is a preparatory program for students interested in attending college. Membership is limited with specific criteria.

Varsity Club - The Lamoille Varsity Club is organized to promote the athletic programs of Lamoille Union High School. It concerns itself with raising and spending money for the improvement of athletics. Membership is open to students who have participated in a sport at the varsity or junior varsity level.

YATST (Youth & Adults Transforming Schools Together) - Students partner with adults in discussions and activities with the goal of changing our school for the better.

Yearbook - Yearbook club members publish the annual yearbook for the entire school. The staff has a variety of duties including photography, writing, computer layout, art design, selling, advertising and fundraising. Membership is open to all high school students. Yearbook orders may be submitted at the office or online through our webpage <http://www.luhsvt.org>.

ATHLETICS

Lamoille Union is a charter member of the Northern Vermont Athletic Conference (NVAC) with levels of competition including freshman/JV B, junior varsity and varsity. Unless indicated, both boys and girls have teams.

	SPORT	FR.	J.V.	VARSITY
F	Golf			*
A	Soccer		*	*
L	Cross-Country Running			*
L	BFA Fairfax/Lamoille Football		*	*
W	Nordic Skiing			*
I	Basketball	*	*	*
N	Alpine Skiing			*
T	Dance		*	*
E	MMU/Lamoille Boys; Ice Hockey			*
R				

S				
P	Track and Field			*
R	Softball (Girls)			*
I	Baseball (Boys)		*	*
N	Lacrosse		*	*
G				

*Seasonal team/sport offerings are determined by participant numbers

ATHLETIC ELIGIBILITY – In order to participate in athletics at Lamoille Union High School, students in grades 9–12 should be maintaining a 2.6 in the transferable skills proficiencies while striving to maintain a 2.6 or higher in all other proficiencies as well.

At periodic intervals throughout the three respective sports seasons student athletes’ academic and proficiency as well as at each of the Report Card deadlines and distributions are reviewed and monitored by the Athletic Department. School counselors and teachers are both welcome and encouraged to notify the Athletic Director at any time an academic concern or issue arises with a student athlete.

If it is determined that a student athlete is not meeting his or her proficiencies, a mandatory check in/meeting with the Athletic Director will be scheduled as soon as possible. Depending on the proficiency status, another meeting may be scheduled that could include the student athlete, a parent or guardian, a guidance counselor, teacher, coach and the Athletic Director. A plan to improve the academic standing of the student athlete will be discussed and agreed upon. A traditional plan allows the student athlete ten school days to demonstrate improvement and progress towards meeting proficiencies. The plan may also require progress updates with the Athletic Director/Support Team and consistent communication with parents and or guardians. If issues continue during or at the completion of the ten day period, additional efforts and support(s) available through our normal system of intervention will be incorporated. This may include support from our faculty, Guidance Office and the office of the principal. It is at this juncture that a “final” determination regarding eligibility and/or playing status will be determined.

In an attempt to be proactive the Athletic Department welcomes and encourages all student athletes, parents, guardians, faculty and staff to communicate regularly with the A.D. at any anytime during the school year not just at report card intervals. Please utilize our staff as a resource in supporting academic success and appropriate behaviors.

PARTICIPATION – Any student in good disciplinary standing with the Principal and Athletic Director, and who meets the criteria listed above at report card intervals, is eligible for athletic participation. Please be aware that unlike the middle level policy, there are team “cuts” at the high school level.

School Rule violations resulting in SUSPENSIONS – Students who are assigned an Out-Of-School Suspension will be assigned a minimum of one interscholastic game suspension by the Athletic Director.

Other school rule/policy violations – Student athletes who receive disciplinary consequences that may impact participation in practice and/or interscholastic events will be reported to the Athletic Director by the Administration.

SUBSTANCE ABUSE – Simply put, the use or possession of drugs, alcohol or tobacco products on or off school premises during an athletic season will result in an immediate suspension of the student for a portion of the athletic season. See the specific policy below as well as the chart identifying the length of interscholastic suspension when the policy is violated.

The Lamoille Union Athletic Department's Substance Abuse Policy prohibits the following:

- 1.) Use of or possession of all tobacco/nicotine products, including cigarettes, cigars, and/or the consumption of such via any vaping/jeweling/e-cigarette devices. Possession or use of smokeless/chewing tobacco is also prohibited.
- 2.) Use of or possession of all alcohol products.
- 3.) Use of or possession of all illegal drugs including marijuana.
- 4.) Misuse/abuse of or possession of prescription medications.

If found to be in violation of the aforementioned policy stipulations at any point during one of the three designated sports seasons (listed below), a student athlete will face Athletic Department consequences on a seasonal basis. (Additional school related and legal consequences are also possible and may result from this type of violation.

Fall (August 12th and August 15th through the last November playdate)

Winter (December 2nd through the last March playdate)

Spring (March 16th and March 2nd through the last June playdate)

First Offense (Seasonally)

1. Student athlete will serve a mandatory interscholastic suspension. (See chart below to determine length of suspension)
2. To regain "playing status", the student athlete MUST continue to practice with the team they were on during the violation.
3. Student athlete MUST schedule and participate in a substance abuse awareness/counseling session. The timeframe for scheduling such a session can be a lengthy process and flexibility will be granted if a delay occurs. A "learning opportunity" opportunity/assignment may be incorporated as well particularly if a substance abuse awareness session is not readily available as an option.
4. Student Athletes must attend a meeting with the Athletic Director and optimally with a parent/guardian. In some instances meetings may include a school counselor, the respective coach and the Vice Principal or Principal. This meeting or meetings must take place prior to the completion of any interscholastic suspension. The chief purpose of the meeting being a discussion of the violation itself as well as the transition of the student athlete from interscholastic suspension to a "return to play" status.

Second Offense (Seasonally)

Any student athlete found in violation of the aforementioned policy, for the second time within the same athletic season will lose their ability to participate inter-scholastically for the remainder of the season.

A mandatory meeting with the student athlete, parent/guardian, school counselor, coach, Athletic Director and Vice Principal or Principal, will be held to discuss athletic participation in future athletic seasons.

The length of suspension for a first offense violation of the Athletic Department Policy can be determined by viewing the chart below. The length of suspension is based on a percentage of the # of regular season scheduled games/events.

Depending on the sport, season, level of participation and the specific athletic sport/team offerings of our opponents, the number of regular season scheduled games can fluctuate annually.

As a result and in the event of a violation, the Athletic Director will utilize the chart below to identify the length of an interscholastic suspension.

Regular Season Game(s)/Event(s) Scheduled	Interscholastic Suspension Length
> 10	1
10-12	2
13-16	3
> 16	4

REQUIRED FORMS – Prior to the start of any season, a student athlete with the assistance and coordination of parents and/or guardians, must entirely complete the following forms: 1) the Extracurricular Agreement which includes information regarding the Substance Abuse Policy mentioned previously, 2) the emergency/medical and physical/insurance forms, 3) the concussion information/Act 58 Form, 4) the LUHS Athletic Department Anti Hazing Agreement. A doctor's note or wellness exam may be submitted with this form. Sports physicals are necessary every two years. All forms are updated periodically and are available in the athletic office. Completed forms should be completed online by visiting the "Required Forms" section of the Lamoille Athletic Department and/or Lamoille Union Web Page. Paper copies will be available and should be directly to the Athletic Director. Additional forms such as team specific guidelines/expectations, codes of conduct and/or team specific agreements/contracts will be distributed during the seasonal, team specific meetings with coaches and the Athletic Director.

CONCUSSIONS AND OTHER HEAD INJURIES – Under 16 V.S.A. § 1431 the principal or headmaster of each public and approved independent school must ensure that statewide concussion and other head injury guidelines are provided annually to each youth athlete and the athlete's parents or guardians. Each youth athlete and a parent or guardian shall annually sign a form acknowledging receipt of the concussion and other head injury guidelines, including significant "return to learn" and "return to play" protocols. There are training requirements for all coaches and referees of a contest on how to recognize the symptoms of a concussion or other head injury. For further details on the concussion guidelines, please use this link:

<http://education.vermont.gov/documents/EDU-Act 58 Concussion Guidelines.pdf>

Additional Information regarding the scheduling and completion of ImPact Testing opportunities will be shared annually, on a seasonal basis, with all student athletes, families and coaching staff members.

iPAD PROCEDURES

LUHS Lancer One Code of Conduct Rubric

Rule	First Offense	Second Offense	Third Offense	Fourth Offense
B.1 Case and/or screen protector is not in place. B.2 Stored improperly/ not charged; left unattended in classroom B.3 Cover is damaged	First Conversation	Second Conversation	Third Conversation	Go to: Yellow Behavior 1st offense
Y.1 Left unattended outside of classroom Y.2 Playing games or listening to music without permission in class Y.3 Inappropriate social or other media during school Y.4 Inappropriate use of equipment including the camera or apps without permission Y.5 iPad not returned to school or taken home without permission	1 Day loss of use of iPad or restricted access	3 Day loss of use of iPad or restricted access and Move to Level 3 or lower for 1 week	5 Day loss of use of iPad and Move to Level 3 or lower for 4 weeks	10 Day loss of use of iPad and Move to Level 3 or lower for 8 weeks or longer
R.1 Any Yellow Behavior: Fifth Offense R.2 Violation of Acceptable Use Policy including-Cyberbullying, viewing inappropriate media, or violation of earlier conditions R.3 Purposeful Damage to Device	Office Referral Loss of iPad	Office Referral Loss of iPad	Office Referral Loss of iPad	Office Referral Loss of iPad

- Blue Behavior Strikes will be handled on a class-by-class basis.
- Yellow Behaviors will be documented by teacher
- Red Behaviors will result in an Office or Guidance Referral

iPad Code of Conduct- Levels

- Level 4- iPad can be taken home when school is in session
- Level 3- iPad can move from class-to-class but not go home
- Level 2- iPad has restricted access to apps
- Level 1- iPad can be used only by request of a teacher (remains in cabinet)
- Level 0- Loss of iPad privilege

IPAD DISTRIBUTION AND RETURN

Receiving Your iPad — iPads will be distributed to individual students. Parents/Guardians and students must sign and return Student/Parent/Guardian iPad Agreement Form before the iPad can be issued.

1. Use of the iPads will be determined by the levels cited in the iPad Code of Conduct documents for the Middle School and High School.
2. **iPad Return** — iPads will be returned during the final week of school so they can be inspected for serviceability and prepared for summer storage. If a student transfers out of LUSD # 18 during the school year, the iPad must be returned at that time.
3. **Fines** — The student is responsible for any damage to the iPad, consistent with the student guidebook rules, and must return the device and accessories in satisfactory condition. This includes the iPad, protective case, charger and charger cable. Students who graduate early, withdraw, are suspended or expelled, or terminate enrollment at LUSD # 18 for any other reason must return their iPad on the date of termination. If a student fails to return the iPad at the end of the school year or upon termination of enrollment at LUSD # 18, that student will be subject to criminal prosecution or civil liability. Failure to return the iPad will result in a theft report being filed with the Lamoille County Sheriff's Department. The student will pay the replacement cost of the iPad or, if applicable, any insurance deductible.

TAKING CARE OF YOUR IPAD

Students are responsible for the general care of the iPad issued by the school. iPads that are broken or fail to work properly must be taken to the HelpDesk in A104 for an evaluation of the device.

General Precautions

1. The iPad is school property. All users will follow the procedures and LUSD # 18 acceptable use guidelines, as outlined in the student handbook.
2. Only use a clean, soft cloth to clean the screen - no cleansers of any type.
3. Cords and cables must be inserted carefully into the iPad to prevent damage.
4. iPads and cases must remain free of any writing, drawing, stickers, skins or labels that are not the property of LUSD # 18.
5. iPads should never be left unattended, such as in an unlocked locker, unlocked car or any unsupervised area. Unsupervised areas include, but are not limited to the school grounds, cafeteria, gym, computer labs, hallways, locker rooms or unlocked classrooms. iPads left in these areas are in danger of being stolen.
6. Students must not remove or deface the iPad with any stickers, engravings or identification.
7. It is required that students install a passcode on their individual devices. This helps avoid tampering and secures the iPad. Teachers and IT staff may require students to share the passcode in certain instances.

Carrying iPads

The cases provided with iPads offer excellent protection from normal everyday use, and provide a suitable means for carrying the device. iPads should always remain in the protective case.

Screen Care

The iPad screens can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen.

1. Do not lean on the iPad.
2. Do not place anything near or on the iPad that could put pressure on the device.
3. Do not place anything in the case that will press against the cover.
4. Clean the screen only with an anti-static or dry, soft cloth. NEVER use any liquids or chemicals.
5. Do not "bump" the iPad against lockers, walls, car doors, floors, etc., as it may break the screen.

USING YOUR IPAD AT SCHOOL

1. **iPads are intended for use at school each day** -In addition to teacher expectations for iPad use, school messages, announcements, calendars and schedules may be accessed using the iPad. Students must bring their iPad to class each day, unless specifically instructed not to do so by their teacher.

2. **iPads not in class** - If students do not bring their iPad to class, they are responsible for getting the coursework completed as if they had their iPad present. If a student repeatedly neglects to bring their iPad to class, they may be subject to disciplinary actions.
3. **iPad Undergoing Repair** - Loaner or replacement iPads will be issued to students when they leave their iPads for repair with the HelpDesk.
4. **Charging Your iPad**- iPads must be brought to school *charged each day*. Repeat violations may be subject to disciplinary action.
5. **Screensavers/Background photos** - Inappropriate media may not be used as a screensaver or background photo. Images of guns, weapons, pornographic materials, inappropriate language, alcohol, drug, gang related symbols or pictures will result in disciplinary actions.
6. **Sound** - Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.
7. **Apps and Storage** - Appropriate personal content (that can be downloaded from Self Service) is allowed on the iPad, provided sufficient storage space exists for academic purposes. If sufficient storage is not available, personal content must be removed.
8. **Printing** - Printing from the iPads on campus is available but will be limited. Students may print from the iPad off-campus if they have access to a compatible device and/or software.

USING YOUR IPAD AT HOME

Off-Campus Internet Access — Students are allowed to connect to off-campus networks with their iPads. LUSD # 18 will not provide off-campus Internet connectivity. Students can access the school network after school, before school, and during the school day.

Acceptable Use-- Technology devices using the school's network will be filtered; however, devices logged on to different networks (home) may only be filtered based on that network's capabilities. A free internet filtering system like OpenDNS- <http://www.opendns.com/home-solutions/parental-controls> may be used to filter content at home.

SHARING IPADS

1. DO NOT loan iPads or equipment to other students.
2. DO NOT borrow an iPad from another student.
3. DO NOT share passwords, login information or usernames with others.
4. Access to another person's iPad without consent or knowledge is considered in violation of the Acceptable Use Guidelines.

MANAGING YOUR FILES & SAVING YOUR WORK

1. Saving on the iPad — Students may save work on the iPad. Storage space will be available on the iPad— BUT it will NOT be backed up in case of erasing or restoring the iPad data. It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion. iPad malfunctions are not an acceptable excuse for not submitting work.
2. Saving to External Storage — It is recommended that students email files to themselves, or use commercial "cloud" service, such as Google Drive.
3. Network Connectivity — Lamoille Union will make every effort to guarantee that their network will be up and running 100% of the time. In the rare case that the network is down, the school will not be responsible for lost or missing data.

SOFTWARE ON IPADS

1. **District Installed Apps** - The apps installed by LUSD # 18 will remain on the iPad and be easily accessible at all times. From time to time the school may add apps for use in a particular course. Students should not delete or move any apps, folders, or files that they did not create or that they do

not recognize. Deletion of certain files or apps will result in the student's inability to complete class work. If an iPad is found to be jailbroken, or if District installed apps are removed or modified, the student may be subject to disciplinary action.

2. **Additional Apps** – Students may request additional apps be added to Self Service through their advisory.
3. **Inspection** – Students may be selected at random to provide their iPad for inspection.
4. **Procedure for re-loading data**– If technical difficulties occur, the iPad may be restored to its originally issued state. The school does not accept responsibility for the loss of apps or data deleted due to an iPad restore.
5. **iOS and App updates** – iOS and App updates are available from time to time. It is recommended that students keep the iPad iOS and apps up to date.

IPAD MALFUNCTION, DAMAGE, OR LOSS

1. In the event of iPad malfunction, students are required to submit a Helpdesk ticket. The school district will be responsible for repairing iPads that malfunction.
2. iPads that are damaged must be reported to the HelpDesk immediately. iPads that have been damaged from student misuse, neglect or are accidentally damaged, will be repaired at a cost of \$50 per event, up to a maximum of two events. Any additional incidents may result in full replacement cost of the iPad.
3. iPads that are lost or stolen must be reported immediately to the Information Technology HelpDesk, and a report will be filed with the Lamoille County Sheriff's Department. A \$500 fee may be assessed to replace the iPad. If an iPad is found in an unsecured area, it will be taken to the HelpDesk.

INSURING YOUR IPAD

1. Insurance — LUSD # 18 has secured insurance for all student iPads. If an iPad is damaged, parents/students are responsible for \$50 per event, up to a maximum of two events. Any additional incidents may result in full replacement cost of the iPad. In the event that an iPad is lost or stolen a \$500 fee will be assessed to replace the iPad. If an iPad is found in an unsecured area, it will be taken to the Helpdesk.
2. Claims — All insurance claims will be handled through the HelpDesk.
3. Personal Coverage — Students or parents may wish to carry their own personal insurance to protect the iPad in the event of theft, loss or accidental damage. A few options include:

Homeowners – some insurance companies allow devices to be added for an additional fee. Private iPad insurance can be obtained by:

Worth Ave. Group & Student Insurance Partners

1401 S. Western

Stillwater, OK 74074

[1 \(800\) 620-2885](tel:18006202885)

[1 \(405\) 372-9584](tel:14053729584)

<http://www.worthavegroup.com/ipad>

Students and guardian/parents must complete the iPad Agreement Form found at this link: [iPad Agreement Form](#)

TRANSPORTATION

PRIVATE VEHICLES

Any student wanting to operate a motor vehicle on school grounds must have a valid license and registration. Vehicle information may be required to be registered at the main office.

Only an administrator may grant special permission to a student to go to an automobile during school hours. Students with early dismissal privileges should leave the school grounds immediately upon dismissal and may not return during the school day. Students who transport unauthorized students off campus will be subject to disciplinary action.

Students are not allowed to drive during the school day for any purpose without approval of parent/guardian **and** administration. Driving to school is a privilege, not a right. If a student is unable to follow school rules and drive safely, obeying speed limits, he/she will not be allowed to drive, or have someone else drive his/her vehicle onto the school grounds for a specified time: see Level II Behavior Rubric. Traffic law violations will be reported to the police. The school cannot assume responsibility for students who choose to arrive or leave with other students in private vehicles. It is the parent's responsibility to monitor the use of private transportation.

SCHOOL BUSES

At this time, limited bus transportation is being offered, when and where feasible, to K-12 students participating in hybrid learning at Lamoille North schools.

We will be providing bus transportation for grades K-12 as long as we can meet all safety guidelines. Many factors will determine the ability to offer busing, including but not limited to road conditions, bus driver and bus monitor availability, and the number of students requesting bus transportation.

Students and families are encouraged to use alternate transportation to get to school due to diminished numbers of allowable riders on our busses. This is one reason we have decided to implement an alternating day, hybrid schedule. With fewer students riding the bus we can better ensure bus transportation for students with no other option.

All districts across VT are facing the same issue around student density on public transportation; therefore, there are no "extra" buses, drivers, and monitors available to us. We are, therefore, asking all families to consider any other way to get students to and from school if at all possible before choosing the bus: walking, biking, driving, or carpooling with any others in your school pod.

- We can offer only one morning pick up location per student, and one afternoon drop off location (can be different from morning pickup) per student – no exceptions
- There will be No Pre-K transportation
- There will be No late afternoon runs
- All students, staff, and visitors **must have** a **Daily Health Check** at the first point of contact
- Students, staff, and visitors who do not clear the Daily Health Check will not be permitted to board buses or enter the buildings
- All students must have an adult available and present with them until they have been cleared to board the bus or enter the buildings
- Bus monitors will ride morning bus routes to perform Health Checks, assign seating, and ensure compliance with proper use of face coverings and assigned seating
- Students are required to wear masks/appropriate face coverings while riding the bus
- Students will have assigned seating
- Anytime, for any morning route/run, that there is not a bus monitor available, that morning route/run will be canceled
- **Students not clearing the Daily Health Check will not be permitted to board buses**

CAFETERIA

Lamoille Union's Nutritional Services is a vital part of the health program of the school. To encourage good nutrition, a well-balanced breakfast and lunch is offered at a reasonable price to all students. Students apply for reduced/free lunches by completing the appropriate forms and returning them to the office. These forms are available at all times in the office, at www.LamoilleSchoolMeals.com and at www.LunchApplication.com

Parents can fund their students accounts by going to www.K12PaymentCenter.com or by sending in checks in a sealed envelope marked as Cafeteria Payment, parents should indicate the student's ID# and name on the face of the envelope. Checks are to be made payable to Lamoille Union High School (LUHS). As of this printing, regular student lunches cost \$3.00. Student breakfast costs \$2.20, Students who qualify for "reduced" meals will receive them at no cost. Adult prices are more. Any questions regarding the lunch program should be directed to Karyl Kent at 851-1258.

Beginning school year 2020-2021:

Breakfast and Lunch will be available by pre-order through an online ordering system at www.LamoilleSchoolMeals.com

Meals will be packaged for Room Service. Each unitized meal will be labeled for the student who ordered it. Meals will be delivered by School Nutrition Staff to the Classrooms.

To-Go Meals will be available for pre-order and pick up for remote learning days.

Menus are available at www.LamoilleSchoolMeals.com

Behavior in the cafeteria:

- Deposit all lunch litter in wastebaskets and recyclable containers.
- Return all trays and utensils to the dishwashing area. Silverware and trays should not leave the cafeteria.
- Leave the table and floor in clean condition for others.
- Stay in the cafeteria unless you have permission to leave.
- Maintain a respectful, cordial and friendly atmosphere.

SCHOOL COUNSELING/HEALTH/SUPPORT SERVICES

COMMUNITY RESOURCES

You may dial 2-1-1 from anywhere in Vermont to reach a health and human services information and referral program serving the state of Vermont.

HEALTH OFFICE

The Health Office is staffed by nurses Monday through Friday from 8:00AM to 3:30 PM. Our phone number is 851-1212 and fax number is 888-2997.

Students need to obtain a pass prior to coming to the health office, unless it is a medical emergency. Students seeking early dismissal due to illness must be dismissed through the Health Office. A student will be excused

home by the Health Office if they have an eardrum temperature of 100.4°F, which is considered a fever by the CDC. In addition, a student will be excused from school until his or her *fever has been gone for 24 hours without taking medication*. Streptococcal bacteria are highly contagious. Students on antibiotic therapy may return to school when they are no longer contagious, 24 hours after beginning treatment. Updated Health Information Forms and any Prescription Medication Forms are required to be completed by parents every year. All prescription and over-the-counter medications are dispensed through the health office. Students are not allowed to carry medications unless we have obtained their physician's written permission for the current school year.

Periodic hearing and vision screening—16 V.S.A. §1422 requires schools to test the hearing and vision of students pursuant to research-based guidelines, which can be found at this link: http://education.vermont.gov/documents/school_health_screening.pdf. Parents who wish to opt out of these tests must contact the health office in writing.

Wellness Programs—16 V.S.A. §216 requires the Secretary of Education to prepare and update a list of school and community programs which have the potential to improve childhood wellness and the list is to be made available to all school districts and community organizations that request it. Current information about Vermont wellness programs is available online.

SCHOOL COUNSELING INFORMATION

The role of the School Counseling Department is to assist every student in maximizing their learning experience and to provide support in accessing educational opportunities beyond high school. High school students will meet individually or in groups with their counselor to discuss school counseling services, student interests, goals and course selection.

Parent-Teacher conferences are arranged through the school counselor as requested and/or necessary. Parents are always encouraged to contact their student's school counselor or teachers with questions or concerns.

Home support and cooperation with the school are necessary parts of assuring student achievement. Parent conferences are required for unresolved student problems or academic failure.

Exposure to new experiences and career opportunities are provided through the following avenues:

- Field trips to college fairs for interested 11th and 12th graders;
- Encouragement to participate in essay contests, leadership conferences, computer camps, science, math, language and writing opportunities;
- Community work (School to Work);
- Learning opportunities including Personal Learning Plans (PLP), LUHServes, Community Service and Mentoring;
- Enrollment in classes at the Green Mountain Technology & Career Center;
- Access to college courses at CCV and JSC Jumpstart Program.

Additional resources for Lamoille Union students include college, technical school and armed services representatives, VSAC Outreach Counselors, Upward Bound staff, Lamoille County Mental Health Counselors, Clarina Howard Nichols support personnel, Agency of Human Services and Child Welfare staff, Lamoille Family Center, Court Diversion/Restorative Justice Program, Adult Basic Education, and Job Corps. A library of college handbooks, occupational and career resources, armed services information, financial aid and scholarship information is maintained in the school counseling area for student use.

In response to Act 1 (Vermont's Sexual Abuse Response System), all LNSU schools have increased their efforts to ensure students, staff and parents help keep our schools safe from sexual abuse and violence. Three primary

requirements of school districts are: (1) provide instruction to students on how to recognize and prevent sexual abuse and sexual violence; (2) ensure adults employed in schools receive training on prevention, identification, and reporting of child sexual abuse and sexual violence; and (3) provide parents, guardians, and other interested persons the opportunity to receive information regarding the identification and reporting information on sexual abuse and sexual violence.

To that end, should you wish to receive additional information on sexual abuse and violence, please contact the school at your earliest convenience, or contact your school counselor.

SCHOOL/CAREER PLANNING/PLPS/NAVIANCE

Students will work with their school counselors as they plan for the future. One of the vehicles for planning is Naviance.com. Contact our [IT Department](#) for login information.

SECTION 504

It is the policy of Lamoille Union to comply with all federal and state laws and regulations concerning Section 504 of the Rehabilitation Act of 1973, which ensures equal access to educational programs, services or activities, as well as buildings and grounds for students with disabilities. The criteria for Section 504 eligibility is a physical or mental impairment or record of such impairment that substantially limits one or more major life activities. Once eligibility is determined, a Section 504 plan is created, allowing for appropriate planning of support, by a team that may include the student, parent, classroom teacher(s), special educators, school counselors, and school nurse. Both type and extent of the disability determine the placement, accommodations, and/or related services provided. Section 504 plans are reviewed annually or more frequently if necessary by the student's assigned case manager and current team. Confidentiality is maintained at all times per state and federal requirements. Parents/guardians in disagreement with a 504 decision may file a grievance as outlined here: [Vermont Section 504 Manual for Parents, Families, and Schools](#). **To inquire more please contact Jeremy Scannell, Student Support Coordinator, at 851-1236 or email at jscannell@luhs18.org**

SPECIAL EDUCATION/504 COMPLIANCE

It is the policy of Lamoille Union to comply with all federal and state laws and regulations concerning the Individuals with Disabilities Education Act (IDEA) first enacted in 1975 and most recently revised in 2004. IDEA ensures students with disabilities have a free appropriate public education (FAPE) that emphasizes special education and related services designed to meet their unique needs and prepare them for further education, employment, and independent living. The criteria for special education eligibility is one or more disabilities recognized in Vermont Special Education Rule 2362.1 that results in an adverse effect on the child's educational performance in one or more recognized basic skill area that can only be supported by special education instruction and services. Once eligibility is determined, an Individualized Education Plan (IEP) is created, allowing for appropriate planning of instruction, service, and support by a team that may include the student, parent, classroom teacher(s), special educators, school counselors, and school nurse. Both type and extent of the disability determine the placement, instruction, modifications, accommodations, and/or related services provided. IEPs are reviewed annually or more frequently if necessary by the student's assigned case manager and current team. Confidentiality is maintained at all times per state and federal requirements. Parents/guardians in disagreement with an IEP team decision may file a grievance as outlined here: [Notice of Procedural Safeguards: Rights of Parents of Students with Disabilities](#). **To inquire more please contact: Jeremy Scannell, Student Support Coordinator at 851-1236 or email at jscannell@luhs18.org**

STUDENT ASSISTANCE COORDINATOR

The role of the Student Assistance Coordinator is to support the social and emotional wellbeing of students, families and staff using evidenced based SEL practices, voluntary universal screening for all students and families, interventions and referrals to community agencies as appropriate. The SAC also works closely with Lamoille Restorative Center to implement Restorative Processes within the classroom and school culture. The SAC supports grant funded work through Healthy Lamoille Valley to run prevention and intervention substance use programs.

Contact: Bethany Turnbaugh 802.851.1284

STUDENT RECORDS

The records of each student are recorded in folders in the office. Federal law provides that the parent/guardian be allowed to:

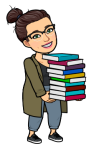
- See the child's permanent record within 45 days of a request;
- Obtain copies of the records at a reasonable cost (\$.20 per page);
- Challenge the content of those records (in a hearing) for inaccuracies, inappropriateness, or violations of the student's privacy;
- Enter a written response into that record;
- Have a record explained, have it sent to other agencies, and be notified of any transfer of records.

NOTE: Students and graduates 18 years of age and older have the same rights of access as parents. Individual Educational Programs (IEP) for students who qualify for special education services are kept within the Special Services Department. The same laws apply to these records as to other student records. Discipline records are not a part of the student's permanent record. **Contact: Christine Cooney, 851-1203**

Title IX information

34 C.F.R. §§106.8(b) and 106.8(a)(1) provide that recipients of federal funding publish their grievance procedures with respect to discrimination on the basis of sex and that each recipient "implement specific and continuing steps to notify....students and parents of elementary and secondary school students....that it does not discriminate on the basis of sex in the educational program or activity which it operates, and that it is required by title IX....not to discriminate in such a manner." **Contact: Brian Schaffer, 851-1205**

LIBRARY MEDIA CENTER



The physical library will be closed this school year. Our staff will continue to reach students virtually and through book delivery. [School year 2020-21 intro video.](#)

Lamoille Library is for everyone. The Library is an integral part of the school community at Lamoille Union High School and Middle School. It offers a rich virtual library available through websites and apps. Our staff consists of Library Media Specialist Ms. Towle, and Library Assistants Lisa Stead, Jennifer Huffman, and Denise Greene. We hope that you will allow us to help you find materials, research topics, and to learn about things that you enjoy or need to know about. Just ask, we're here to help!

We are @LamoilleLibrary on [Instagram](#), [Twitter](#), [Facebook](#), with #lamoillereads and #lamoillelearns.

Our Library website provides access to books, eBooks, databases, instructional pathfinders, video tutorials, research help, [Ask a Librarian](#), and Library activities and contests. Website: <http://luhslib.wix.com/luhslib>

Office Hours

The library staff will offer Office Hours daily (M-F) from 7:45 to 3:00. Remote or hybrid students may contact us to ask questions, get book suggestions, etc.

Library phone (call or text): (802) 851-0211

Office Hours Google Meet nickname: library

Email: mtowle@luhs18.org or lamoillelibrary@luhs18.org

eBooks and audiobooks: [Destiny Discover](#) digital catalog

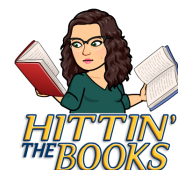
USERNAME: 22mtowle [graduation year, first initial, last name] PASSWORD: 12345

[Sora](#)

Find school by using our setup code: luhs18 OR search "Lamoille North Modified

Unified Union School District." Use your school Google account to log in.

Databases: <http://luhslib.wixsite.com/luhslib/databases> [Click here to access all Library passwords.](#)



Instruction in the use of the [automated catalog \(OPAC\)](#) and [online information resources \(databases\)](#) is provided to incoming classes and available by request. Library tutorials may be found on [Youtube](#).



Our Library Catalog is OPALS (OPAC): <http://luhs.ind.opalsinfo.net/bin/home>

This is where students can find out if the library has specific books, audiobooks, eBooks, and where they are located.

Circulation and Overdues:

Students may check out 3 books at a time. Books may be requested through [OPALS](#) or through this [order form](#). Books will be delivered to a student's pod. If a student is off-campus, we will contact the student to determine the best way to get the books to them. For curbside pickup, call (802) 851-1257 when you arrive at the school. Please stay inside your vehicle.

There are no late fees for overdue material, however lost or damaged items must be paid for at replacement cost or returned before more material can be signed out.

[The ALA Library Bill of Rights](#) serves as a protection to the academic and intellectual freedom of all patrons, as a model for the development of programs, and as a statement of the broad goals of the Library/Media Center.

OTHER INFORMATION

ANIMALS

Students are not allowed to bring animals to school during the school day unless permission is granted by the Principal.

ACCIDENTS

Every accident in the school building, on school grounds, at practice sessions, or at any event sponsored by the school should be reported immediately to the person in charge who in turn will report the accident to the school office and complete an accident report form.

ARTICLES PROHIBITED IN SCHOOL

Articles that are hazardous, interrupt school procedures in some way, or disrupt the learning process are prohibited in school. All illegal substances, explosives, and weapons are strictly forbidden on school property. Appropriate disciplinary action will be taken if students bring these articles to school. Knives of any kind are prohibited unless provided by the school for an educational program (i.e. Discovering Foods). If knives are brought to school from home, students will be required to turn them over to the teacher or administrator. These will not be returned to the student.

CAMERAS

Security surveillance and other technology are used to provide security within our building, on our campus, and on our transportation system.

CIVIL RIGHTS PROVISIONS

Pursuant to Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans With Disabilities Act (ADA) of 1990, Lamoille Union High School does not discriminate in admissions, provision of services, hiring and employment on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. For further information or to file a complaint please contact Brian Schaffer, Principal.

COMPLAINTS AND GRIEVANCES

Any student, parent or guardian having a complaint or grievance concerning a school issue should discuss the issue with the appropriate school personnel, observing proper school channels. The first step is to discuss the issue with the person involved. As an example, if you have a concern regarding a classroom practice, that concern should first be directed to that specific classroom teacher. If satisfaction is not obtained, then the concern should be relayed to the Assistant Principal. If the concern is not resolved, then it should be addressed to the Principal. Dependent on each situation and the willingness of each party, we will try to restore the damage done.

CRISIS SCREENING

While schools cannot always anticipate or prevent danger, schools have an obligation to make reasonable efforts to provide a safe environment for students. To ensure a safe environment, schools must obtain a mental health screening for any student who expresses, orally or in writing, intent to harm themselves or others. The following procedures will be followed when the Administration determines a crisis screening is necessary:

- Notify parents or guardians of the student's expressed intent to cause harm;
- Notify and seek advice and assistance from appropriate medical, mental health, and/or law enforcement personnel;
- Assign personnel to supervise/monitor the student until such time as appropriate medical, mental health or law enforcement personnel are available to assist the student and maintain safety;
- Provide restraint only when the student's behavior is out of control and presents immediate danger to the student, school personnel or members of the student body.

DIRECTORY INFORMATION

Lamoille Union has designated a parent's name, address and phone number, a student's name, address, telephone number, photograph, video and date of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees and awards received, including honor roll, list of graduates, class lists, and dates of attendance as directory information under the Family Educational Rights and Privacy Act (FERPA). The above information may be released to members of the public and newspapers at the discretion of the school administration. Parents, guardians and students who are 18 years of age or older, have the right to refuse the release of any or all of this information. They may opt out of release of information to institutions of higher learning or military recruiters. Parents, guardians, and students 18 years of age or older, who do not wish to have their child or themselves included in such releases and/or do not want any or all of the above information released must notify the school principal in writing by September 6, 2019 Under FERPA Policies—34 C.F.R. Part 99 parents have the right to:

- a. Inspect and review their children's records,
- b. Seek amendment of the record if it is inaccurate or misleading,
- c. Consent to disclosure of personally identifiable student information except as provided in 34C.F.R. §99.31, and
- d. If they believe the Act has been violated, file a complaint with the Family Policy Compliance Office of the United States Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202.

DRIVER EDUCATION SIGN UP PROCEDURES

Driver Education is a unique class because students **MUST** possess a driver's permit in order to participate. Students hoping to register for summer or fall sessions must sign up during the week of February 1. Students wishing to participate in the Spring semester must sign up before November 15. Students who do sign up are prioritized as follows: seniors first, then by the validation date on their permit. Under no circumstances will students be allowed to enter driver education unless they have met the requirements and specific deadlines for registration. Students must be at least in their second year of high school before they can be enrolled in this class.

DRIVER EDUCATION AND DRUG/ALCOHOL VIOLATIONS

Students who are enrolled in driver education who violate the school's drug/alcohol policy will be immediately removed from the program. Students who have not yet taken driver education will be issued a six-month penalty beyond other students for any drug/alcohol policy violation occurring during grades 7-12. Offending students are treated as though they earned their permit 6 months later than actually earned when sorting the wait list for driver education.

EMERGENCY SCHOOL CLOSING

Emergency school closing for inclement weather will be announced over radio stations *WDEV-FM 102 FM* and *WDEV-AM 550 AM, STAR 92.9 FM, Triple X 95.5 FM, WLVB 94-FM, WVMT 620-AM, The Point 104.7 FM, WIZN 106.7 FM, WWSR-AM 1420 AM* and *WWSR 102.3 FM*. Notifications will also be sent home using our automated phone system, which will include a voice message describing if the school is on a delay or is closing, and the reason why. Updates are also communicated via www.luhsvt.org, [LUHSLancers Twitter Feed](#), [LUHSLancers Facebook](#). Usually, reports in the morning will be made between 6:30 a.m. and 7:30 a.m. If no report is heard, school is in session.

FIELD TRIPS

Field trips enhance the classroom learning. In order to participate, the student must return a completed parent/guardian permission form before the deadline set by the teacher and complete all other requirements set by that teacher. Field trips will be extremely limited due to COVID-19; any requests to travel must be in the clear via Vermont's [travel map](#).

FINES AND CHARGES

All fines and charges which students accumulate are payable in the office to the Administrative Assistant. All outstanding obligations must be paid in full in order for students to receive Senior or Late Arrival/Early Dismissal Privileges and/or their physical high school diploma.

SAFETY DRILLS

School drills will be considerably different from past years. Please see the VT AOE [guidance](#).

GUESTS

The general rule is that guests and visitors will not be permitted at LUHS this school year. Any exception will be made by school administration.

HIGH SCHOOL COMPLETION PROGRAM

Established through 16 V.S.A. §1049, the High School Completion Program allows a person not enrolled in school and between the ages of 16 and 22 to be eligible to request an individual graduation plan in order to obtain a high school diploma. Educational services may be provided by a public/independent high school, an approved provider, or a combination of these. School districts shall award a high school diploma to persons who successfully complete their approved graduation education plans.

LOST AND FOUND

All textbooks, articles, etc. found in the building, on the school grounds or in school buses should be taken to the office promptly. It is recommended that names be placed on all articles to help in restoring them to their owners. In the event of any loss, students should check with the main office immediately.

MILITARY RECRUITMENT

20 U.S.C. § 7908(a)(2) requires schools to notify parents, presumably each year although the time period is not specified, that they may request that their child's name, address and telephone listing not be released to military or postsecondary recruiters without prior written parental consent.

PERSONAL ELECTRONIC EQUIPMENT

Students who choose to bring personal electronic equipment may use it as long as it does not create a disruption. Teachers will work with each class to develop norms, rules, and procedures for such equipment for their own classrooms. The school assumes no liability for missing/stolen equipment.

POLICY MANUAL

The Lamoille North Modified Unified School District policy manual may be found in the Principal's office and the Superintendent's office and online at this [link](#).

POSTERS

Posters, announcements or displays may be exhibited in the school on designated surfaces for school events only with proper prior approval from the administration.

REGISTRATION/CONTACT INFORMATION UPDATE

Students, parents, and/or guardians should update contact information annually. A mailing was sent to every family over the summer, including:

[Contact Form](#)

[Health Information Form](#)

[Free and Reduced Application](#)

[LNSD Release Form](#)

[Lancer One iPad Agreement](#)

[Sports Bulletin](#)

SCHOOL CHOICE

Under 16 V.S.A. § 563(28), school boards must annually inform students and their parents or guardians of their options for school choice under applicable laws or policy. This includes the board of a high school district announcing its capacity to accept students under 16 V.S.A. § 822a(c) on or before February 1 each year. The following link provides more details about other [school choice](#).

SCHOOL DRESS PHILOSOPHY

Lamoille Union requires that student's attire be school-appropriate: not revealing, offensive, distracting, or derogatory. Confederate symbols such as the confederate flag or associated military apparel are not allowed. How a student dresses should not create a distraction from the educational process. Clothing should be clean

and safe. Shoes should be worn in the school building at all times. Masks must be worn at all times in the facility.

SECURITY SURVEILLANCE PROCEDURES

The following administrative procedures shall apply:

1. Cameras will be positioned in areas where it is necessary to protect district assets, provide for the personal safety of individuals on school grounds or property. Cameras shall not be used to monitor areas where the public has a reasonable expectation of privacy; specifically locker rooms, dressing rooms, or bathrooms.
2. Personally identifying information will be collected and disclosed consistent with confidentiality protections under Vermont and federal laws.
3. Only individuals authorized by the Principal (or designee) shall have access to the security surveillance system, be permitted to operate the controls, or view video surveillance recordings.
4. Parents and students will not have access to the security surveillance system or the subsequent recordings.
5. Monitors shall only be viewed by the Principal (or designee) in an area out of view from the public view.
6. Signs advising users of the presence of video surveillance practices will be posted.
7. The security surveillance system will be maintained in a secure area.
8. A video recording of actions by students may be used by the Principal (or designee) as evidence in any disciplinary action brought against any student. Video surveillance and the resulting recordings may also be used for:
 - a. the promotion of a safe school environment;
 - b. the protection of district property;
 - c. adherence to all district legal and administrative directives;
 - d. the prevention of criminal activities; and
 - e. inquiries and proceedings relating to law enforcement.

TEXTBOOKS

The school furnishes books to all students. Reasonable wear is expected as a result of daily use, but damage to textbooks will result in fines. Lost textbooks must be paid for and replaced immediately. The fines for these must be paid to the office at the time of damage or loss: lost, destroyed or rendered useless - full replacement cost; repairable binding or cover - \$11.50.

TITLE IX

Title IX Grievance Procedures and Dissemination of Policy—34 C.F.R. §§106.9(b) and 106.9(a)(1) provide that recipients of federal funding publish their grievance procedures with respect to discrimination on the basis of

sex and that each recipient “implement specific and continuing steps to notify....students and parents of elementary and secondary school students....that it does not discriminate on the basis of sex in the educational program or activity which it operates, and that it is required by Title IX....not to discriminate in such a manner.” The latter section requires publication of this notice in a variety of ways, including in bulletins, catalogs, or application forms.

VALUABLES

Students are cautioned not to bring large amounts of money or other valuables to school. The school is not responsible for lost or stolen items. Students are responsible for their personal property. Money or valuables may be left in the office for safekeeping or with the physical education teachers during physical education class time.

WELLNESS PROGRAMS

16 V.S.A. §216 requires the Secretary of Education to prepare and update a list of school and community programs which have the potential to improve childhood wellness and the list is to be made available to all school districts and community organizations that request it. Current information about [Vermont wellness programs](#) is available online.

YEARBOOK

Yearbooks are created to represent all LUHS students. To order a yearbook, visit Jostens.com. Information regarding deadlines for submission of Senior Information can be found on our home page.

STUDENT EXPECTATIONS

At our opening ceremony last year, students were asked to define the three words on our crest – Loyalty, Unity, and Honor. We did so as a large group and a follow up Google Form was distributed to capture the conversation. Here is but a sampling of responses received:

Loyalty:

"Sticking by others through thick n thin."

"Commitment and dedication to the school and all others around you."

"Loyalty to me means staying true to your school and being the best possible support system for your peers."

Unity:

"Group effort toward a common goal"

"Unity is the key to being an accepting school. A lot of the people at lamoille union tend to be accepting people. If you notice someone sitting away from the crowd they tend to include them or see what's wrong. It's the key to building a highly functioning community."

"Looks like wholeness, feels like harmony, and sounds like collaboration."

Honor:

"Honor to me means having pride in yourself and your school. Knowing that you represent the many layers that make Lamoille."

"Respecting all students and faculty."

"Honor means being kind and truthful to everyone and also being extremely respectful."

Scholarship:

"Be open to new ideas and keep learning - even when you think it is hard"

"Learning happens from practice, hard work and making mistakes"



LANIER EXPECTATIONS - LHS

	Definition	Hallways	Restrooms	Cafeteria
L	LOYALTY: Have strong character and be honest at all times. BE A CLEAR AND EFFECTIVE COMMUNICATOR.	<ul style="list-style-type: none"> • Use appropriate language and quiet voice • Interact appropriately with everyone • Keep hands and feet to yourself 	<ul style="list-style-type: none"> • Report any issues to a staff member • Use facilities for intended purpose 	<ul style="list-style-type: none"> • Help others to keep the cafeteria clean and tidy
U	UNITY: Be kind to people and yourself. BE SELF-DIRECTED AND A CREATIVE AND PRACTICAL PROBLEM SOLVER	<ul style="list-style-type: none"> • Use appropriate language and quiet voice • Interact appropriately with everyone • Keep hands and feet to yourself 	<ul style="list-style-type: none"> • Maintain a clean facility • Be courteous to others and property • Use good hygiene 	<ul style="list-style-type: none"> • Keep all hands, feet, and objects to yourself • Use a quiet voice • Pick up your area and work with others to keep the area clean
H	HONOR: Take responsibility for your actions. BE A RESPONSIBLE AND INVOLVED CITIZEN	<ul style="list-style-type: none"> • Keep hallways clear and clean • Move to appropriate destination • Use a quiet voice • Pick up after yourself 	<ul style="list-style-type: none"> • Leave it as clean or better than you found it • Flush, wash and dispose 	<ul style="list-style-type: none"> • Know your ID code • Follow staff instructions • Clean up after yourself • Attend only your assigned lunch
S	SCHOLARSHIP: Use every opportunity to grow academically. BE AN INFORMED AND INTEGRATED LEARNER	<ul style="list-style-type: none"> • Get to class on time • Notice the work of others in the halls 	<ul style="list-style-type: none"> • Use your break to get ready for your next class 	<ul style="list-style-type: none"> • Take advantage of cafeteria times to fuel up so you are ready to learn!

Classrooms	Assemblies	Athletic Events	Loading Zone/Bus
<ul style="list-style-type: none"> • Always do your own work • Be honest and truthful • Be helpful and caring • Use technology responsibly 	<ul style="list-style-type: none"> • Display positive behavior 	<ul style="list-style-type: none"> • Attend athletic and other co-curricular events • Follow facility rules 	<ul style="list-style-type: none"> • Know and follow bus rules • Report any unsafe or mean behaviors • Be courteous
<ul style="list-style-type: none"> • Use appropriate language and quiet voice • Be kind, courteous, and considerate of others • Listen carefully and follow directions • Understand other perspectives to help develop your own arguments, claims, and beliefs • Take initiative and responsibility for your learning • Put your phones away unless needed for the lesson • Treat guest (sub) teachers with respect 	<ul style="list-style-type: none"> • Support peers on all teams and clubs • Contribute to your school and community • Listen attentively to presenter • Enter and exit orderly and quietly 	<ul style="list-style-type: none"> • Support peers on all teams and clubs • Contribute to your school and community • Discard trash properly 	<ul style="list-style-type: none"> • Keep hands, feet, and objects to yourself • Be kind to others on the bus • Use a quiet voice • Listen to and follow bus driver directions
<ul style="list-style-type: none"> • Take initiative and responsibility for decisions and actions • Respect different points of view • Arrive on time • Finish all work • Bring necessary supplies • Do your best • Follow directions completely • Finish and turn in all work • Bring necessary supplies daily • Follow directions completely 	<ul style="list-style-type: none"> • Stay focused on the purpose of the assembly • Remain quiet unless participation is requested 	<ul style="list-style-type: none"> • Be a positive role model • Respect your interscholastic opponents • Respect Officials • Support your Lancers! • Follow facility and all school rules 	<ul style="list-style-type: none"> • Find seat quickly • Remain seated • Keep bus clean • Keep track of your belongings
<ul style="list-style-type: none"> • Ask questions to help analyze, evaluate, and synthesize your thoughts • Be inside of the room when the bell rings • Work with others cooperatively • Ask for help when you need it • Use your online resources responsibly 	<ul style="list-style-type: none"> • Listen to the presenter • Participate when requested 	<ul style="list-style-type: none"> • Recognize the connection between physical activity and academic learning 	<ul style="list-style-type: none"> • Show your appreciation to the driver for transporting you to/from school • Use your time on the bus to read or review homework

CONSEQUENCES FOR STUDENT BEHAVIOR

School Comprehensive Plan for Responding to Student Misbehavior—16 V.S.A. §1161a(a) requires schools to adopt a comprehensive discipline plan. Among the requirements is that the plan must include “procedures for informing parents of the school’s discipline policies, for notifying parents of student misconduct, and for working with parents to improve student behavior.” 16 V.S.A. §1161a(a)(3).

In response to COVID-19, Lamoille Union High School has created a document that works to address two targeted behaviors that support a safe and healthy start this school year. This document may require revision as the school year progresses. [2020-2021 Lamoille Union High School Facial Covering/Mask and Pod Expectations](#)

At all times, the school’s responses will be respectful and constructive for the student and supportive of a safe and productive school environment. Responses and consequences may include apologies, restitution, school service and other activities that address the harm done and support personal growth and responsibility. Other actions may include:

- Conferences/conversations with adults. Restorative Process – As an alternative or precursor to punitive consequences, we support giving students the opportunity to recognize and accept responsibility for their actions, and that they have the opportunity to restore any harm they have caused and return to the school community.
- Warnings – verbal or written
- Student / Teacher conferences
- Parent contact and/or conferences
- In-Class opportunities to reflect, reconsider and develop written plans to avoid repeating similar behaviors in the future
- Opportunity Room Referral- Students are assigned time out of class to develop a plan to address their classroom behavior.
- Lunch Detention – Teachers will direct students to check into the planning room the next morning to arrange their lunch detentions.
- Detentions – After school detentions are on Tuesday and Thursday from 3:10-5:15. Students are expected to attend assigned detentions. If detention is not served, students will be given an opportunity to reschedule. If not served, students will be suspended from school.
- In-School Suspension (ISS) – Students assigned by an administrator to stay with an assigned teacher for ½ day or more.
- Out of School Suspension (OSS) – Student is not allowed on school property for a specified number of days by the administrator.
- Expulsion – An action by the School Board that forbids the student’s attendance in school for a specified period up to one year.

BEHAVIOR MANAGED BY TEACHERS AND STAFF

Actions which are unacceptable but not severe are to be handled by the teacher. If teachers attempt numerous responses without a change in behavior (including home contact), administration should be informed.

Blue Behaviors – <u>Addressed by Faculty</u>	
Examples:	Range of Consequences, interventions or preventative measures
<p>Tardy to class Failure to follow directions Technology violation (i.e. using cell phone w/o permission) Use of profanity or vulgarity (not directed at adults) Cutting class or repeatedly truant Out of Bounds or Unaccounted for Hands-On (Minor) Disruption behavior in class Disrespectful Behavior or Language Cheating/dishonesty</p>	<p>Preventative Measures: Classroom meetings/circles Clear classroom norms/rules/procedures Student recognition Parent contact</p> <p>Proactive Measures Tactical Ignoring Proximity control Emotional support Brief signals Problem-solving conversations Assigning seats Redirection Parent contact</p> <p>Restorative Measures One-on-one conversations – “What happened? What were you thinking at that time? And now? Who was affected by this? How can you make this right? How can I help you?” Circle conversations – “What happened? What were you thinking at that time? And now? Who was affected by this? How can we make this right? How can I help each other?” Mediation/Reflection Behavior Contract Warnings Parent contact</p> <p>Punitive Measures In-class consequences After school detention w/parent contact</p> <p>Opportunity Room (O.R.) or Lunch Detention After 3 incidents of any behavior listed above, the student may be referred to the O.R. by submitting an O.R. referral form documenting the issue and the attempts to resolve it. The opportunity room is designed to address these needs in a restorative</p>

	manner as directed by the opportunity room supervisor. When appropriate and all parties are ready, the opportunity room supervisor will bring student(s) and teacher(s) together for a restorative conversation.
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YELLOW BEHAVIORS MANAGED BY ADMINISTRATION

The following charts serve *as a guide* to administrators as we determine what is appropriate and in the best interest of the student(s) *and* the school community.

Bus Incident			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Warning Parent Contact	Parent Contact 1-3 day loss of priv.	Parent Contact 3-5 day loss of priv.	Parent Contact 5-10 day loss

Unacceptable Behavior – <u>Addressed by Administration or Office</u>	
Examples:	Consequences
Repeated “Blue” Behaviors 3x or more	One or more days of lunch detention 3 or more OR visits per quarter for the same behavior result in ISS.

Disrespectful Behavior directed at adults, Refusing			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact Lunch Detention(s) Student Plan	Parent Contact Detention Student Plan	Parent Contact 1- 3 day ISS Student Plan	Parent Contact 3-5 day OSS Student Plan

Violent Pushing, Shoving, Hands-on, throwing things at others			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact Detention Student Plan	Parent Contact 1-3 day ISS Student Plan	Parent Contact 3-5 day ISS Student Plan	Parent Contact 3-5 day OSS Student Plan

Violations of Privileges; transporting others without permission.		
1 st Offense	2 nd Offense	3 rd Offense
Parent Contact Loss of privilege 5 days	Parent Contact Loss of privilege 10 days	Parent Contact Loss of privilege

Leaving campus without permission			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact Conference Student Plan	Parent Contact 1-3 day ISS Referral/Plan	Parent Contact 3-5 day ISS Referral/Plan	Parent Contact 3-5 day ISS Referral/Plan

Theft or intentional destruction of property			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact Restorative Conference Student Plan 0-3 days ISS	Parent Contact 1-3 day ISS Referral/Plan	Parent Contact 3-5 day ISS Referral/Plan	Parent Contact 3-5 day ISS Referral/Plan

RED BEHAVIORS MANAGED BY ADMINISTRATION

The following charts serve *as a guide* to administrators as we determine what is appropriate and in the best interest of the student(s) *and* the school community.

Threatening comments or gestures; Retaliation; Intimidation; Verbal Aggression			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact 1-3 day ISS Student Plan	Parent Contact 3-5 day ISS Referral/Plan	Parent Contact 3-5 day ISS Referral/Plan	Parent Contact 3-5 day OSS Referral/Plan

Extremely disrespectful language or actions, Disorderly Conduct, Insubordination			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact 1-3 day Susp. Student Plan	Parent Contact 3-5 day Susp. Referral/Plan	Parent Contact 5-7 day Susp. Referral/Plan	Parent Contact 7-10 day Susp. Student Plan

Hitting, Punching, Kicking; Intentional Injury			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact 3 day OSS Re-entry mtg. Restitution Ref. to SRO	Parent Contact 5 day OSS Re-entry mtg. Restitution Ref. to SRO	Parent Contact 7 day OSS Re-entry mtg Restitution Ref. to SRO	Parent Contact 10 day OSS Re-entry mtg Restitution Ref. to SRO

Gross Insubordination			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact 3 day OSS Re-entry mtg. Restitution Ref. to SRO	Parent Contact 5 day OSS Re-entry mtg. Restitution Ref. to SRO	Parent Contact 7 day OSS Re-entry mtg Restitution Ref. to SRO	Parent Contact 10 day OSS Re-entry mtg Restitution Ref. to SRO

Tobacco, Vaping, Other Substances			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Up to 3 day OSS Confiscation of related items Referral to SRO Parent Contact Counseling Student Plan Up to 10 day OSS for distribution	Parent Contact Confiscation of related items Referral to SRO 3-5 day OSS Student Plan Up to 10 day OSS for distribution	Parent Contact Confiscation of related items Referral to SRO 3-5 day OSS Student Plan Re-entry mtg Up to 10 day OSS for distribution	Parent Contact Confiscation of related items Referral to SRO 3-5 day OSS Student Plan Re-entry mtg. Up to 10 day OSS for distribution

Drugs/Alcohol			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact Confiscation of related items Referral to SRO 3-10 day OSS Re-entry mtg. SAP services Up to 10 day OSS for distribution	Parent Contact 5-10 day OSS Confiscation of related items Referral to SRO Re-entry mtg. Up to 10 day OSS for distribution	Parent Contact 7-10 day OSS Confiscation of related items Referral to SRO Re-entry mtg. Up to 10 day OSS for distribution	Parent Contact 10 day OSS Confiscation of related items Referral to SRO Re-entry mtg. Up to 10 day OSS for distribution

Weapons and dangerous devices Note: Student knives of any length are not allowed			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Refer to Policy (Page 36 of this handbook) Possible loss of privileges. Ref. to SRO Loss of bus privileges (if applicable), damage fees (if applicable) and 1 or more days of suspension. Possible referral to School Board for expulsion.	Additional consequences	Additional consequences	Additional consequences

Harassment/Bullying** (See LNSU Policy C10) Via verbal, written, visual, or physical conduct, including any incident conducted by electronic means. <u>Designated Employees</u> to receive complaints of bullying, harassment and/or hazing.			
1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Parent Contact Counseling Student Plan	Parent Contact ½-2 day ISS Referral/Plan Psble:SROReferral	Parent Cnt 1- 3 day OSS Psble: SROReferral	Parent Cnt 3-5 day OSS SRO Referral

Suspicion of Child Abuse/Neglect/Inappropriate Physical/Sexual Contact
Any Offense
DCF Referral 800-649-5285, SRO Referral and Possible school consequences including suspension/alternative placement

The above matrix serves as a guide. Extreme situations can result in a more restrictive response. The Administration reserves the right to exercise its discretionary authority when circumstances warrant such action. Students who accept responsibility for their actions and take action to repair any harm they may have caused, may be assigned an alternate response. Unlawful offenses will be reported to the local law enforcement agencies. Whenever a student is suspended from school, she/he is not allowed on Lamoille Union property to include LUMS, GMTCC, parking areas, or athletic fields for the duration of the suspension.

**The school must comply with various Vermont and Federal reporting laws. If the SRO makes a referral to The Vermont Civil Program for Bullying and Harassment, students and families will need to comply. Typically, this will include a contract with the Lamoille Restorative Center including a fee of \$175. Contact Becky Penberthy at the Lamoille Restorative Center for more information 802-888-0657.

SECLUSION AND RESTRAINT - State Board Rule 4500 defines the appropriate use of seclusion and restraint. Rule 4500 also sets forth the reporting requirements relative to any use of seclusion or restraint in school (e.g. – teacher to administrator, administrator to superintendent, and school to parent/guardian of affected student). Here is a [link](#) with more information.

STAFF DIRECTORY -

Dial 851 with a 4 digit extension.

A208a Opportunity Rm]	[Was:	1224
Aither, Josh	Planning Room	1310
Alcohol & Drug Counseling		1284
Alexander, Dan	Maintenance	1282
Alexander, Mike	B212	1372
Drivers' Ed		
Audy, Linda	Paraeducator	1288
Barresi-O'Connor	Jackie	1327
A211		
Beal, Jeffrey	Math	1326
B201		
B.I.'s Room		1381
Billado, Claudia	Barresi-O'Conner	X7213
Boutin, Sheri	Pathways	1283
Bowers, Carolyn	Cafeteria	1259
Boyce, Matt	IT	1251
Braggins, Emily	Guidance	1211
Burke, Karalyn	Science	1226
A204		1292
A206		
Button, Tom	English	1344
B107		
Cafeteria Break Room		1259
Cafeteria Phone		1377
Carbine-March, Amber	Science	1285
A208		
Carpenter, Debbie	Cafeteria	1259
Central Office		888-3142
Chapados, Jan	T& Th SPED	1381
A205		
Chauvin, Nicole	Pathways	X7211
Chayer, Isabelle	French	1248
B210		
Circe, Chelsea	English	1225
B106		
Clark, Teresa	Pathways	X7210
Community	Partners	1284
Guidance2		
Conf Room - office		1309
"Conf. Room 2" - Office		1255
Cooney, Christine	Registrar	1203
Cota, Sarah	Admin.	1204
Asst.		

Cottrell, A202	Kazuo	1231
Cummings, Kathleen B203	Math	1360
Custodians / Maintenance Ofc.		1282
Dakin, Duane O'Neill	Para	X7215
DePaul, Tony	M312	1324
Deuso, Secretary	Sue	1202
Domina, Maintenance	Earl	1312
Donohue, Jenna GMTCC	T34	1569
Driver's Ed	B212	1372
Dunkley, Tom Education	Physical	1279
Earle, Cafeteria	Antoni	1259
Everett, Maintenance	Pete	1282
FACS Classroom		1233
Forant, Pathways	Juanita	1349
Frankfurter, Cathy B102	English	1221
Fredette, Bob A101	Comp. Science	1214
	French	1249
B113		
Girouard, Matthew A201	Math	1342
Graves, Norman Pathways	Para	X7209
Graves, Keefe	Rita	X7201
Greene, Library	Denise	1257
Gymnasium / HS		1356
Hay, GMTCC	Ruth	X7216
Health Office: Flo Kelley / Karen Wells		1212
Hoffman, Kim A213	Science	1227
Horton, Tim B204	Social Studies	1240
Huffman, Jennifer	Library	1257
Hurlburt, Jerri Coordinator	Sub	1201
Hutchins, Eric B206	Soc. Studies	1243
Irish, Tammy Asst.	Admin.	1390
IT HELP DESK		3000
Johnstone, Dan Chorus	Music /	1256

Jones, Patrick Custodian	Night	1282
Jones, Yvonne	IT	1250
Keefe, Kelly	SPED	1374
Kelley, Flo	Hlth Ofc	1347
Kent, Karyl Director	SU Nutrition	1258
Krohn,Denise Integrationist	Technology	1280
LaBree, Steve A207	Math	1343
LaClair, Patrick B109	Latin	1238
Laflam, Facilities	Dylan	1587
Lavigne, Peter B215	Soc. Studies	1296
Lebeau, Abbie Asst.	Facilities Adm.	1512
Lefaiivre-Damon, Dance	Nichole	1352
Lehouillier, John Custodian	Night	1282
Lesauskis, Chris A101	ACCESS	1317
LIBRARY		1257
Library Conf Room		1315
Library Media Lab		1369
Likhite, ART 1	Sabine	1237
Lisai, Lori Coordinator	Innovation	1373
Maintenance		1282
Maroney, Band	Molly	1254
Mason, Cafeteria	Shirley	1259
	Math	1207
A203		
McKenna, Keith B103	English	1222
Messier, Tim Director	Athletic	1333
Mitiguy, David B209	Soc.Studies	1247
Nemeth, Amy O'Toole	Para	X7214
Nemeth, Blake	IT	1289
O'Neill, Becki A211	SPED	1323
O'Toole, Amy	SPED	1228
Palmer, Katie	SRO	1370
Pathways: Classroom		1367
Pathways: Conference Room		1358

Pirie, Bethann Students	Dean of	1206
Plante, Pathways	Connie	X7208
Potvin, Michael B105	English	1239
Ramirez, Marvin B110	Spanish	1320
Reed, Sara B213	Soc.Studies	1252
Robinson, Jeff B208	Health	1346
Rubinstein, ART2	Ashlee	1215
Sansom, Pathways	Rick	X7207
Scannell, Jeremy Admin.	SPED	1236
Schaffer, Brian	Principal	1205
	Science	1292
A206		
Shaw, Peter A210	Study Hall	1235
Sheldon, Kerry B108	Blue	1345
Smith, Larry	Food Service	1558
SPED – Fax Line		1395
SPED A211a	General Rm.	1382
Stames, Carolyn	Phys. Ed	1281
St. Cyr, Shannon Asst.	SPED Admin.	1223
Stead, Library	Lisa	1257
Stygles, Shari	Cafeteria	1259
Sweet, Jenna Guid. 1	SLP	1288
Tallman, Thad		1278
Teachers' B203	Rm	1360
Teachers' B212a	Rm	1372
Tech Ed B117	Classroom	1319
Tighe, Cynthia A104	SPED	1234
Toof, Lori B205	Math	1241
Towle, Meagan	Librarian	1245
Trombulak, Guid.	Ian	1210
Turnbaugh, Bethany B104	LCMH	1284
Von Behren, Theatre	Jack	1230
Wells, Health Ofc.	Karen	1212
Wescom, William Custodian	Night	1282

Whitlock, Chris A215	Science	1229
Whyte, Caresse B112	Spanish	1246
Widen, William B207	Math	1244
Woolridge, Susan B104	LCMH	1318
Zmich, Deb	Guidance	1208
GMTCC Phone 888-4447 Fax 888-7838		
Becker, Doug Bistro	Culinary Vincent's	1579 / 1566 1551
Bedard, Todd	Automotive Shop	1581 / 1565 1533
Boardman, Doug Serv.	Academic	1583
Chartrand, James Services	Support	1574
Collier, Karen	Admin. Asst.	1571
Crown, Djorn	HVAC	1586 / 1559
Daudelin, Mallery Coordinator	Co-op Adult Ed	1575
Jourdan, Dana	Electrical	1560 / 1564
Luther, Meghan	Forestry	1520
Neckers, Matt Media	Creative Art & Design	1577
Parker, Meaghan -School Counseling Coordinator		1573
Planning Room		1591
Remmers, Erik	Director	1572
Richard, Heidi Health	Allied	1589 / 1582
Rowley, Sam -Sustainable Agriculture & Food Systems		1530
Santa Maria, Jean	Registrar	1570
Schwartz, Brian	Pre-Tech	1576
Sibenaller, Michael Networking	Computer	1596 / 1580
Stokes, Construction	Greg	1585 / 1584
Torrey, Tim	TV Station	1592
Weller, Louis	Pre-Tech	1578
Wilson, Marcus Admin.	Business	1590