

EVAN MELANSON M. ED.
SCHOOL PRINCIPAL



**AMESBURY INNOVATION
HIGH SCHOOL**
71 FRIEND STREET
AMESBURY, MA 01913
978-388-8037
WWW.AMESBURYMA.GOV

Hello AIHS Community,

August 27, 2025

Welcome back to another school year! We are thrilled for the opportunity to work with your student(s) this year! Although we certainly have a few changes around the building, one thing that remains the same is our unconditional commitment to the students and families of AIHS. This is a special place, with very special people, and we are so excited to share it with all of you.

In addition to my new role as Principal of AIHS, we have added a few other new faces to the mix. I am extremely pleased to introduce our new staff members for the 2025-'26 school year:

Ariana Natoli – Math

Chris Sacoco – Special Education

Gayle Greenbaum – Special Education

Lindsay MacNeil-Chorlian – English Language Arts

These wonderful people have joined us from a variety of different backgrounds and hold the core values of AIHS close to their hearts. I am grateful to have them all be a part of your students' high school experience.

We are so thrilled to have Ms. Carol Bartlett and Mrs. Katherine Peña return to our front office this year!

Please add our main number to your contacts if you have not already done so, 978-388-8037. If you need anything at all, please let us know.

In the following packet you will find information about our upcoming year policies. Please read through the paperwork carefully with your student and fill out any pages that require you or your student to do so.

Please have your student return the completed forms to school within five days.

Thank you and looking forward to a great year!

A handwritten signature in black ink, appearing to read 'E. Melanson', with a long horizontal flourish extending to the right.

Evan Melanson M. Ed.
Principal
Amesbury Innovation High School
978-388-8037
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Evan Melanson, M. Ed.

PRINCIPAL

71 Friend Street. Amesbury, MA 01913 Telephone: (978) 388-8037

Student Handbook Sign Off

Student's Name: _____

Grade: _____

Parent/Guardian's Name: _____

Listed below are a few key elements from our student handbook. For a complete listing of all expectations, rules, and policies please refer to our student handbook which can be found on our town website (www.amesburyma.gov) under the Amesbury Innovation High School heading.

A. Amesbury Innovation High School Student Code of Conduct

Our goal at Amesbury Innovation High School is to provide a safe and successful environment for your child. Research on effective schools states that if children feel safe at school, they are more productive and successful. Please take a few minutes to review the AIHS Student Handbook so that you understand the District's behavioral expectations and the consequences for failure to meet those expectations.

I have reviewed and understand AIHS's Code of Conduct. _____

Student's initials

Parent/Guardian's initials

B. Reporters of Bullying

In order to establish a safe and caring community, Amesbury Innovation High School encourages all students and families to be reporters of bullying and/or harassment when it is observed or when one is made aware of it. Reporting forms are available in the main office and guidance. Completed forms can be deposited in a closed drop box located in the high school reception area.

I have reviewed and understand AIHS's Code of Conduct. _____

Student's initials

Parent/Guardian's initials

C. Academic Honesty

Students are expected to respond to academic challenges with the highest degree of integrity and honesty. When engaged in learning activities, students should demonstrate the discipline necessary to seek guidance from their instructors rather than resorting to inappropriate behaviors that may undermine their own academic and personal development. Consequences will result when this policy is violated.

I have reviewed and understand AIHS's Code of Conduct. _____

Student's initials

Parent/Guardian's initials

D. MIAA Chemical Health Rule

One of the chief concerns of AIHS's athletic program is to enhance the fitness of its participants. From the earliest fall practice date, to the conclusion of the academic year or final athletic event (whichever is latest), a student shall not, regardless of quantity, be in the presence of, use, consume, possess, buy/sell, or give away any beverage containing alcohol; any tobacco product; marijuana; steroids; or any controlled substance. MIAA suspension penalties can be found in the MIAA handbook. Any elected athletic team captain(s) who violates our chemical health policy at any time (including summer), will automatically lose all captaincy held. In addition, any chemical health violation in season precludes any CAL recognition.

I have reviewed and understand AIHS's Code of Conduct. _____

Student's initials

Parent/Guardian's initials

E. Acceptable Use Policy

All students are required to sign an Acceptable Use Contract (electronically administered when logging into a school computer) before being allowed access to the school network. The school network may be monitored and the violation of such guidelines will result in loss of electronic media privileges and/or other consequences.

I have reviewed and understand AIHS's Code of Conduct. _____

Student's initials

Parent/Guardian's initials

Parent/Guardian Signature/Date

Student Signature/Date

Amesbury Innovation High School

Electronic Device Policy 2025-26

Dear Student & Parent/Guardian,

With the technology available on many cellular devices (phones, headphones, earbuds, watches) today, students can be tempted to visit non-academic sites, use non-related apps, communicate unnecessarily via texting, Facebook, email, etc. We have found use of electronics can have a negative influence on academic culture and can distract students from their academic responsibilities. In addition, teaching students appropriate use times is a lifelong skill we feel is important to their success after high school. As such, AIHS prohibits the use of electronic devices during the school day with the exception of lunch or with staff permission. We understand this impacts families as well. So if you need to contact your student during the day, we ask you please call the main office at 978-388-8037 instead of calling or texting your student directly. We truly appreciate your cooperation!

Students have two options regarding their devices:

- 1. Check your devices in at the office before school, and retrieve it at the end of the school day.**
- 2. Keep your devices OFF, away, and out of sight, in a purse, backpack or pocket.**

If at any time a staff member witnesses a student using his/her/their phone for any purpose, (texting, checking the time, using apps, listening to music, using a social media site, etc.) the device will be confiscated and put in a safe location by the staff member. The student can retrieve the device at the end of the day.

If the student refuses to turn in the devices to the staff person, the student will be directed to the main office. A parent/guardian will be called and the device will be picked up for the remainder of the day.

Any student who needs to use a phone during the day can use the phone in the main office or can get permission from a staff person to make a call using their phone in the main office. If you, as a parent/guardian, need to speak with or leave a message for your student, you may do so by calling 978-388-8037. Again, we kindly ask that you do **NOT** text, email, call your student, even in the event of an emergency. We will take the call in the office and get the message to your student.

Student Name:

Student Signature:

Parent/Guardian Signature:

Date:

Amesbury Innovation High School

Flex Time Policy 2025-26

Flex Time holds students accountable for missed school due to unexcused tardies or absences from school or class. Flex Time gives students the opportunity to recover missed class time and it is **MANDATORY**. School attendance is an obligation, however, AIHS understands students face situations that may prohibit them from perfect daily attendance. All students are required to attend school for **990 hours** per year. In an effort to offset these gaps in learning, Flex Time was established to provide students with adequate time and support.

Flex Time Earned:

- *Unexcused Absence - 120 minutes*
- *Suspension - 120 minutes*
- *Unexcused tardy - Missed minutes*

Flex Time Guidelines:

- *Parents/Guardians need to call or email to excuse a student by 9:00 am - after that absences may not be counted excused with regards to flex time*
- *If students are chronically absent (5 or more) and tardy (10 or more), students must get their Flex Time to 0 by the end of the quarter to pass classes for the quarter. It is at the discretion of the principal to determine if a student passes for the quarter due to excessive tardiness or absences.*
- *Students with an unexcused absence or tardy over 20 minutes will be in Restorative Justice Class to reflect on their absence*
- *After 5 excused absences, student will be given Flex Time for any additional excused absence unless a doctors note is provided*
- *Students over the age of 18 who sign or call themselves out may be subject to providing additional documentation for the missing time, under the Principal's discretion*
- *Any Flex Time acquired during the last week of the quarter will be applied to the following quarter*

Flex Time Hours:

- Flex Time - Monday thru Friday - 8:00am to 8:30am,
Monday to Thursday - 1:30pm to 2:30pm