Samuel L. Wagner Middle School

HANDBOOK FOR STUDENTS AND FAMILIES 2026-2027

Angela Pratt
Principal



Sandi Bellerose
Dean of Students

19 Williams Way
Winterport, ME 04496
Main Office: 207-223-4309
FAX: 207-223-4325

Emily Armour
School Counselor

Lisa Melendez
Social Worker

Dear Students and Families,

Welcome to the 2026–27 school year!

We are looking forward to welcoming our students and families back for another exciting year at Wagner Middle School! A new school year brings new opportunities to learn, build relationships, try new things, and grow. Our staff is committed to creating a school environment where every student feels safe, supported, challenged, and connected.

As we begin the year, we ask that families take some time to **carefully review the Student Handbook and all of the information provided for the 2026–2027 school year.** Policies and procedures are reviewed and updated annually, so even if you have read them in the past, it is important to take a fresh look this year.

Please Read the PED Procedures Carefully

One area we especially want families to review is our **Personal Electronic Device (PED) Procedures**. These procedures outline expectations for student cell phones, smart watches, and other personal electronic devices during the school day. **Please read this section closely with your child so that everyone understands the expectations before the first day of school.** Our goal is to minimize distractions, support learning, and help students stay focused and engaged throughout the school day.

We will also continue our **Positive Behavioral Interventions and Supports (PBIS)** program. PBIS provides a consistent framework for teaching and reinforcing positive behaviors and helping students make responsible choices. Families can learn more about PBIS at pbis.org.

Attendance will remain another important focus at Wagner. We will continue our efforts to encourage and celebrate strong attendance because **every school day matters**. Being present and ready to learn each day gives students the best opportunity to make academic progress, participate

in activities, and build strong connections with their teachers and classmates.

Most importantly, we believe that **strong schools are built through strong partnerships with families**. Our teachers and staff work hard to understand each student's strengths and needs, provide appropriate challenges and support, and help every child reach their potential. Your partnership, communication, and support play an important role in that work.

Thank you for entrusting your children to us and for being an important part of the Wagner Middle School community. We are excited about the year ahead and look forward to working together to make it a successful, positive, and memorable one for every student!

If you have any questions, please don't hesitate to reach out.

With appreciation,
Angela Pratt

Table of Contents

504 Process	35
Academic Expectations	8-10
Anti-Discrimination	10
Assemblies	27
Assessment Information	38-40
Attendance	11-13
Backpacks/Lockers	
Fragrance-Free Environment	14
Bomb Threats	25
Bullying	21-23
Bus Policy	13
Computers	26
Dances	27
Dismissals	10
Dress Code	25
Extracurricular Activities: Standards/Participation	27-29
Field Trips	29
Health Services	32, 33
Integrated Pest Management Plan	33
Library	30
Music	30, 31
Parental Access to School Records	34, 35
Phones & Technology	31, 32
Personal Property	31
Registration of New Students & Moving	34
School Counselor	27
School Hours	5
School Nutrition	14
Social Worker	28
Special Services Referral Process	35, 36
Staff	5, 6
Student Discipline	14-24

- Code of Conduct
- Restorative Practices/PBIS

- Bully/Cyberbullying/Harrassment
- Academic Dishonesty

Visitors 36, 37
Wagner Beliefs and Expectations 7, 8
Weapons Policy 24

School Hours

Students are allowed in the building starting at 7:20 AM and must be in their homeroom by 7:40 AM. Dismissal begins at 2:10.
The school office is open from **7:00 AM to 3:00 PM** during the school year. If you have any questions or concerns, you are encouraged to call 223-4309.

Storm Day/Delay/Early Release: When inclement weather arrives, school may be canceled, delayed, or dismissed early. Please pay attention to alerts. These alerts may include: TV or radio stations, email communication, phone calls, the RSU22 website (rsu22.us), or our Facebook page. Back to TOC

Wagner Middle School Staff

Office Staff

Angela Pratt	Principal
Sandi Bellerose	Dean of Students
Emily Armour	School Counselor
Liza Melendez	Social Worker
Diane Cleaves	Administrative Assistant
Kassandra Dominique	Nurse
Jennifer SanbornGordy	Health Aid

Classroom Teachers

Chris Beckwith	Grade 5 SS/Sci/Writing
Betsy Murphy	5 Math
Sarah Ingraham	5 Reading
Amanda Grove	6-8 Math
Gregg Martin	6 -7 Social Studies
Christopher Gould	6-8 Math
Sara Asay	6 & 7 ELA
Tamara Cardello	6 & 7 Science, 7 ELA
Erica Farrar	6 & 8ELA

Samantha Poll	Algebra, 7 Math 8 Science

Special Education Teachers

Svea Ashe	Grades 5 & 6
Tom. Leonard	Grades 7 & 8
Dianne Rounds	Grades 5, 6, 7 & 8

Specialty Areas

Cathy Adamo	5 & 6 Title I Math & ELA
Dana Ross	Music & Title I Math
Mary-Ann Ashe	Art
Dorothy Dawson	Gifted & Talented
Kassandra Dominique	School Nurse
Stephanie Fiske	STEAM
Neil Caudill	Librarian, Life & Career Readiness, Title I ELA
Rochelle Pattershall	Social Work
Dana Ross	Band / Chorus Teacher
Mason Walling	Physical Education/Wellness
Katherine Thibodeau	Speech
Melissa Gatherright	OT

Ed Tech Staff

Margaret English
Olivia Grant
Sarah Krummel
Rhonda Lovejoy
Kitty Mitchell
Lisa Quigley
Kathy Rogers
Jaime Tardif
Lindsay Todd
Zoie Trussell
Kyleigh Walling

Food Service Staff

Pete Merritte	RSU 22 Director, Food Services
Brenda White	Food Service Manager / Cook

Custodial Staff

Keri Flood	Head Custodian
Sage Harriaman	

Back to TOC

Wagner Beliefs and Expectations

- *Teaching respect and fostering pride are important components of education.*
- *Wellness, health and safety are essential to learning.*
- *A school, home and community partnership is vital.*
- *A dedicated staff, committed to professional development and lifelong learning, provides optimal educational experiences.*
- *A challenging curriculum coupled with appropriate accommodations ensures the success of all students.*
- *Integrated learning experiences and varied instructional approaches allow students to make connections between disciplines and their own lives.*

Back to TOC



No matter where you go, you can always show that you have WAGNER PRIDE!

	P Prepared	R Respectful	I Inclusive	D Determined	E Engaged
Hallways	• Have everything you need for where you are going.	• Walk. • Be quiet and stay on the right.	• Invite others to walk with you.	• Know where you need to go and get there safely.	• Pay attention to others. • Watch where you are going.
Restrooms	• Ask permission.	• Give others their privacy. • Wash your hands.	• Let an adult know when something is needed.	• Be quick. • Return to your learning as soon as possible.	• Understand the expectations. • Save socializing for breaks or lunch.
Classrooms	• Bring all materials and supplies. • Be prepared to work and ready to learn.	• Enter quietly. • Have kind conversations. • Keep hands to yourself. • Treat others the way you want to be treated. • Listen when someone else is talking. • Clean up your space before you leave.	• Invite and involve other people. • Respect the ideas of classmates. • Ask for help. • Help others if they have trouble.	• Motivate others through your own actions. • Keep going; keep trying if it's hard. • Try to do your best work.	• Be involved; participate. • Show your process or work. • Stay on task. • Listen to your teacher. • Focus on the speakers.
Bus	• Have your belongings ready. • Be on time.	• Follow the driver's rules. • Stay in your seat. • Report bullying to the driver.	• Invite others to sit with you. • Help people find a seat, or help with their belongings if they need it.	• Keep your belongings out of the aisle. • Get ready for your stop.	• Be aware of when your stop is coming, either the school or your home.
Outside Activities	• Wear appropriate clothing and make sure you have all of your belongings.	• Be aware of others' personal space and keep your hands to yourself.	• Include others by letting everyone play.	• Follow instructions. • Be a good sport and try your best.	• Pay attention, participate, and have fun.
Cafeteria	• Bring your lunch. • Have your account up to date. • Remember your lunch choice.	• Wait patiently. • Use a quiet voice (inside voice). • Listen to the teacher on duty. • Clean up your mess. • Use polite table manners. • Throw away your trash. • No touching other people's food.	• Talk quietly to someone while you wait. • Let people or invite people to sit at your table. • Don't ignore people if they try to talk to you. • Sit with someone new.	• Make sure you get your food eaten in time. • Get your food and sit down. • Keep your space clean.	• Talk quietly and eat. • Listen to the lunch monitor when they are talking.
Technology	• Know your login information and keep your technology charged and safe. • Keep your personal technology off and away.	• Keep your technology away from food and drink. • Use your technology for academic purposes only.	• Help someone else with their technology if they need it. • Share technology if necessary when it is appropriate.	• Problem solve on your own and then ask a teacher for help if you need it.	• Focus on your task and do the right thing.
ExtraCurricular Activities	• Have the needed equipment ready. • Have a positive attitude ready.	• Display good sportsmanship. • Listen to the adult giving the directions.	• Share with others. • Invite others to join the activity. • Help others.	• Work hard. • Follow rules.	• Get involved. • Stay committed.

Academic Expectations

Students are assessed quarterly on habits of work. This rubric is a guide of work habits that support academic work expectations.

Habits of Work 2025-2026 Rubric			
	Proficient 3	**Partially Proficient 2**	**Not Proficient 1**
Work Completion *Works efficiently and effectively to produce quality work and meet deadlines.*	*Consistently:* • Meets deadlines • Uses time efficiently • Produces quality work	*Sometimes:* • Meets deadlines • Uses time efficiently • Produces quality work	*Rarely:* • Meets deadlines • Uses time efficiently • Produces quality work
Citizenship *Assumes responsibility for actions and decisions*	*Consistently:* • Honors and cares about adults, students, and property • Takes responsibility for actions and decisions • Practices ethical behaviors • Advocates for self and others	*Sometimes:* • Honors and cares about adults, students, and property • Takes responsibility for actions and decisions • Practices ethical behaviors • Advocates for self and others	*Rarely:* • Honors and cares about adults, students, and property • Takes responsibility for actions and decisions • Practices ethical behaviors • Advocates for self and others
Participation *Engages positively and actively as a member in the classroom*	*Consistently:* • Engages in independent classwork • Contributes to collaborative work in a respectful manner • Listens attentively	*Sometimes:* • Engages in independent classwork • Contributes to collaborative work in a respectful manner • Listens attentively	*Rarely:* • Engages in independent classwork • Contributes to collaborative work in a respectful manner • Listens attentively

Back to TOC

Work Completion: In order to support students in developing time management and organization skills, Wagner students are expected to meet assignment deadlines unless they are absent. If students are absent, see the section above about make-up work.

Students should complete their work on time. However, if there is a reason that impedes work completion, please let teachers know. **Students will be allowed to complete missing assignments up to TWO weeks past the due date.** After two weeks, students will not be able to complete missing assignments and zeroes will remain in PowerSchool. Deductions for late work is up to individual teachers and should be communicated to students through class expectations and/or a syllabus. If there are extenuating circumstances, like extended absences or individual accommodations, teachers will work with students about longer deadlines.

Make-Up Work: It is essential that every student who is absent for any reason be required to make up missed work to ensure an excellent educational background. In general, each student will be allowed two days for make-up for each day of absence, and long-term assignments are due on the date assigned. It is permissible for a student and a teacher to extend this period by mutual agreement. If a parent would like a student's assignments for the day of the absence, they may call and arrange this through the office before lunchtime. Parents are asked to please make arrangements to pick up the work. Otherwise, it is the student's responsibility to approach the teacher when he/she returns to get the missing assignments.

Academic Dishonesty: Cases of cheating, plagiarizing, or giving/receiving information on anything to be evaluated as the student's work and to count toward the student's grade; i.e., quizzes, exams, reports, compositions, homework, term papers, and projects, will result in

Back to TOC
a need to have the assignment redone and a Discipline Notice sent home. Additional incidents of academic dishonesty will receive progressive consequences.

Anti-Discrimination

It is, and shall continue to be, the established policy and practice of Regional School Unit #22 to avoid discrimination because of race, color, religious creed, sex, sexual orientation, national origin, ancestry, age or handicap in the performance of its responsibilities and function of service in all phases of its administrative and educational concerns, unless related to a bonafide requirement. Regional School Unit #22, its officers and employees, shall not discriminate in the educational and employment policies which it operates and will honor all appropriate laws relating to discrimination. Adopted: May 17, 2017 (Refer to policy file: AC)
Back to TOC

School Records

Parental Access to School Records: The Administration at RSU#22 wants all parents to be aware of their right to inspect and review their child's school records. Under provisions of the Family Education Rights

and Privacy Act of 1974. (PL 93-380), Education of all Handicapped Children Act of 1975, (PL 94-142), the Maine Special Education Regulations of 1988 (Chapter 101), RSU#22 School Policy File #JRA "Student Educational Records, " parents or guardians may: Request, and receive, a list of the types and locations of education records on the child; Receive copies of the records; Have someone at the school explain, or interpret items in the records not understood; have someone else inspect and review records; Ask for amendment of any record on the grounds that it is inaccurate, misleading or violates privacy rights; Request an administrative review on the issue if the district refuses to make an amendment; Refuse consent for disclosure of personally identifiable information related to the child to anyone other than school officials or officials of the State Education Agency or U.S. Department of Education, or for purposes other than identification, evaluation, individualized education plan or placement of the child, or the provisions of free appropriate education to the child; Receive notice when the personal information is no longer needed to provide educational services; request that information be destroyed. However, permanent identifiable records including, educational program, attendance, grades and grade levels, shall be maintained without time limit.
Back to TOC

Transfer of Educational Records: The 119th Legislature amended Title 20-A, Section 6001-B, Transfer of Education Records, to read: "A school administrative unit shall include in written notice to parents or guardians of every student enrolled in the school administrative unit that educational records must be sent to a school administrative unit to which a student applies for transfer." Section 99.31 of the Family Educational Rights and Privacy Act allows for the disclosure of education records to officials of another school administrative unit where the student seeks or intends to enroll. Prior consent of the parent or guardian is not required.
Back to TOC

Attendance

Absences: Attendance is one of the most critical factors in student success. Students are expected to be in school every day that school is in session unless legally excused. The following are considered legal excuses for being absent.

1. **Personal Illness -** the school may require the certificate of a doctor if deemed advisable
2. **Appointments -** with health professionals that cannot be made outside of the regular school hours
3. **Religious Holidays -** observance of a recognized religious holiday during the regular school day
4. **Emergencies -** family situations
5. **Personal/Educational-** planned absences which have been approved in advance by the school principal
6. **Education Disruption** resulting from homelessness, unplanned psychiatric hospitalization, unplanned hospitalization for a medical emergency, foster care placement, youth development center placement or some other out-of-district placement that is not otherwise authorized by either an individualized education plan or other education plan or a superintendent's agreement developed in accordance with M.R.S.A 20-A §5205(2). This paragraph does not apply to a student who is out of school for 10 or more consecutive school days as a result of a planned absence for a reason such as a family event or a medical absence for planned hospitalization or recovery.

Back to TOC

In addition, classes missed for the following reasons will be treated as excused absences:

1. A reason which the student's IEP determines is disability related.
2. Absence from class due to participation in a school-sponsored or approved trip or event.
3. Serving a school-imposed disciplinary suspension.

Written notes from parents are required whenever students are absent from school. These are due on the day the student returns and needs to state the reason for the absence. You may also email this note to wagneroffice@rsu22.us. Absences for which notes are not received are recorded as unexcused after the second day. After five (5) unexcused absences, you will receive a letter from this office indicating the truancy. In the event there are seven (7) or more days of unexcused absences, you will be asked to meet with a school administrator. This meeting will be to

discuss the truancy law and to brainstorm how the school may help in getting your child to school. ***Students who are absent from school on the day of an after-school athletic event, concert, dance, or special event are ineligible to attend these events. Special circumstances may arise and will be considered by the building principal to enable students to participate***.

Tardiness: Students will be considered tardy if they arrive in their homeroom **later than 7:40 AM** for the start of school. Students who are tardy need to report to the office to update attendance and lunch count information. Students need to bring a written excuse signed by a parent/guardian or parents should call the office stating the reason for the tardiness. Excessive unexcused tardiness may result in disciplinary consequences. **In the event your child is involved in a co-curricular or extra-curricular activity they must be at school by 7:40AM of that day in order to participate.**

Back to TOC

Dismissals: Students will not be dismissed during the day without a signed authorization from a parent/guardian for safety reasons. **We cannot allow call-ins because we may not be able to verify the person on the other end of the phone.** If you are picking your student up early, you will need to come into the building and ring the buzzer to contact the office. If emergencies arise that change your child's dismissal destination and you are not able to provide a note or see us in person, please call the office **before 1:30 PM** to allow us time to verify your identity. Unexcused dismissals (leaving school without following this procedure) will be treated as an unexcused absence.

Chronic Absences: A student is considered chronically absent after missing ten percent or more of a school year or approximately 18 days a year. Families will be notified of absence status at the end of each quarter. School administrators will contact families to generate ideas for improving attendance.

Truancy: A student is considered truant after attaining ten (10) days of unexcused absences or seven (7) consecutive school days of unexcused absences during a school year. The principal and/or designee will then

intervene by contacting the family and follow legal protocols for family support. This meeting will discuss truancy law and generate ideas for support in improving school attendance.
Back to TOC

Bus Policy

Wagner Middle School staff work closely with Cyr Bus Company to ensure safe riding for all students. If your son/daughter receives a bus behavior form from the bus driver, you must sign it. Please keep one copy and have your student return the other one to the bus driver the following morning. This process will let the school know that you are aware of the problem and that we can work together to change unwanted behavior. Failure to return the form may result in your student being denied bus-riding privileges until the form is returned. ***Students are to ride the bus to which they are assigned and will not be permitted to ride an alternative one without written permission from a parent/guardian and the office. Students will only be allowed off the bus at school, home, or locations requested in writing by parents/guardians. We cannot allow call-ins because we may not be able to verify the person on the other end of the phone. Students must receive a bus pass from the school secretary.***
Back to TOC

Fragrance-Free Environment

Wagner is committed to a safe learning environment for students and staff with fragrance-related allergies, asthma, and chemical sensitivities. Students and staff are asked to refrain from wearing perfume, cologne, and other heavily scented products at school. We appreciate your cooperation.

School Nutrition

School lunch and breakfast are free to all students again this school year, regardless of family income eligibility. **We are still asking that families complete the free and reduced lunch forms on the RSU 22 School Nutrition web page**. All school nutrition information can be found on this same site.

Students are encouraged to bring water bottles to school in order to stay hydrated. Students are prohibited from bringing energy drinks and caffeinated beverages to school as outlined in the RSU 22 Nutrition Document.
Back to TOC

Lockers/Backpacks

In the event that lockers are used at Wagner this year, it is understood that they are the property of Wagner Middle School and are subject to searches at any time or when deemed necessary. Backpacks may be searched if there is reasonable suspicion to do so. If a student refuses to comply with the administrative request for a search, it will result in the enforcement of the suspected infraction's consequences. **Backpacks, including drawstring sacks, will not be permitted to be carried to and from classes unless special arrangements have been made with administration.**
Back to TOC

Student Discipline

It is essential for schools to maintain a safe and orderly environment that supports student learning and achievement. Effective discipline enables our school to carry out its primary responsibility to educate students and promote citizenship and ethical behavior. All students are expected to conduct themselves with respect for others and in accordance with Board policies, school rules, and applicable state and federal laws. Disciplinary action may be taken against students who violate policies, rules, or laws, and/or those whose conduct directly interferes with the operations, discipline, or general welfare of the school. (RSU22 Policy JK)

RSU 22 is committed to maintaining a safe, respectful, and orderly school environment in which students may receive and staff may deliver quality education without disruption or interference and in which students may develop as ethical, responsible, and involved citizens. (RSU22 Policy JIC). Positive reinforcement and restorative interventions are ways to promote compliance with behavior expectations. Working with families is another method used to encourage positive behaviors.

Students who fail to follow established school and/or classroom procedures may be issued social or after school detentions. Parents will be notified of detentions. A social detention is a detention served during lunch, when the student will spend that time in the office or another designated area instead of having the opportunity to socialize with their friends. An after-school detention will be served on Tuesday or Thursdays. Students will not be able to participate in any after-school activities until the detention is served. Students will be notified of the dismissal time from the after-school detention and must have made arrangements for transportation. Students will come to detention properly prepared with ample work or reading material to keep them productively occupied for the entire designated time. Failure to follow these guidelines or misbehavior during detention will result in the assignment of additional consequences. Skipping detention (with or without parental consent) or repetitive misconduct will result in a longer detention period or a suspension.
Students who violate the code of conduct beyond a level 0 will be required to fill out a reflection sheet and to come up with a plan of action to prevent future behavioral incidents.

The procedure outlined below will be the course of action taken if students violate the behavior code at Wagner Middle School. However, the principal reserves the right to take additional or alternative action when circumstances warrant. **If the behavior is habitual and/or repeated, If the behavior is deemed to be extreme, Administration has the right to immediately move the student to a "Major" (Levels 2-7)**
Board Policy Students Link
Back to TOC

Code of Conduct

Students who fail to follow established school and/or classroom procedures may be issued social detentions or after-school detentions. A social detention is a student's removal from lunch, and the student will spend that time in the office or another designated area instead of having the opportunity to socialize with their friends. Parents will be notified of all detentions.

Students who violate the code of conduct beyond a level 0 will be required to fill out a reflection sheet and to come up with a plan of action to prevent future behavioral incidents.
Back to TOC

Code of Conduct

	(Level 0) Warning/ Reteach Teacher handled; teacher discretion for consequences and documentation **while using Restorative Practices.**	**(Level 0 - 2) Minor** Teacher handled; teacher assigns own or office consequence; home contacted; referral form completed	**(Level 2-7) Major** Administrators assign consequence with teacher input; administrator communicates with home; referral form completed	**Expected Behavior** Follow school's social and academic expectations
Inappropriate Language	inappropriate comments or gestures, including swearing and insults	repeated pattern of inappropriate comments or gestures, including swearing and insults	inappropriate comments and gestures used to harass, intimidate, show defiance, and/or create an unsafe climate	use language that shows empathy, courtesy, and respect for others
Fighting Physical Aggression	roughhousing and unsafe behavior	aggressive posturing; wrestling, bumping into others; behaviors meant to intimidate or scare others	physical contact meant to inflict pain; encouraging another to fight or retaliate	respect others' personal space; walk away from and report possible conflicts; practice self-discipline
Defiance Disrespect Noncompliance	refusal to cooperate with school and	refusal to cooperate with school and	refusal to cooperate with school and	act in a cooperative manner by

Disruption	classroom expectations in a manner that affects only the student involved	classroom expectations in a manner that affects the learning of others	classroom expectations in a manner that interferes with teacher instruction	following school and classroom expectations, including all handbook policies
Harassment Teasing Taunting Bullying	behavior that is meant to hurt others' feelings or create an unsafe environment	repeated behavior is meant to hurt others' feelings or create an unsafe environment	behavior that is in violation of School Board Policy: engaging in unwelcome sexual advances, gestures, comments,or contact; threats; offensive jokes; ridicule, slurs, derogatory action or remarks	demonstrate behavior that shows empathy, courtesy, and respect for others
Property Damage Theft	not returning items to appropriate places	borrowing or trading personal or school items; accidental or minor damage to property	theft; purposely damaging or defacing school property	respect personal and school property; use equipment in an appropriate manner; return items to appropriate places

Personal and Academic Dishonesty	plagiarism; copying work from peers; not taking responsibility for own actions or community safety	repeated incidents of plagiarism; repeated incidents of copying work from peers; repeated failure to take responsibility	continued repeated incidents of plagiarism; continued repeated incidents of copying work from peers; continued repeated failure to take responsibility	demonstrate integrity and honesty; take responsibility for actions
Possession of a Controlled or Illegal Item	inappropriate drug, alcohol, and/or weapon references	repeated inappropriate drug, alcohol, and/or weapon references	possession, use, and/or distribution of weapons, drugs, tobacco, and alcohol, including vaping devices; possession of weapons or ammunition	recognize the importance of good health practices for self and school; make good choices

Levels of Consequences

Level 0: **Warning/Reteach**
Level 1: **Social and/or After School Detention**
Level 2: **2 Social and/or After School Detentions**
Level 3: **1 Day In-School Suspension**
Level 4: **1 Day Out-Of-School Detention**
Level 5: **Up to 3 Days Suspension; In or Out of School**

*Note: A parent conference with the principal must be arranged before the student may return to school
Level 6: **Up to 5 Days Suspension; In or Out of School** *Note: A parent conference with the principal must be arranged before the student may return to school
Level 7: **Up to 10 days Suspension; In or Out of School** Note: Students will be suspended from school for up to 10 school days and a parent conference with the principal and superintendent must be arranged. The superintendent will decide at this point whether to start expulsion proceedings or to take other appropriate action.

*Note: Cell phone infraction will result in the phone being confiscated and will need to be picked up in the office by parent/guardian. A parent or guardian will be notified if the cell phone is confiscated.

*Note: Computer misuse will result in loss of computer privileges.

Back to TOC

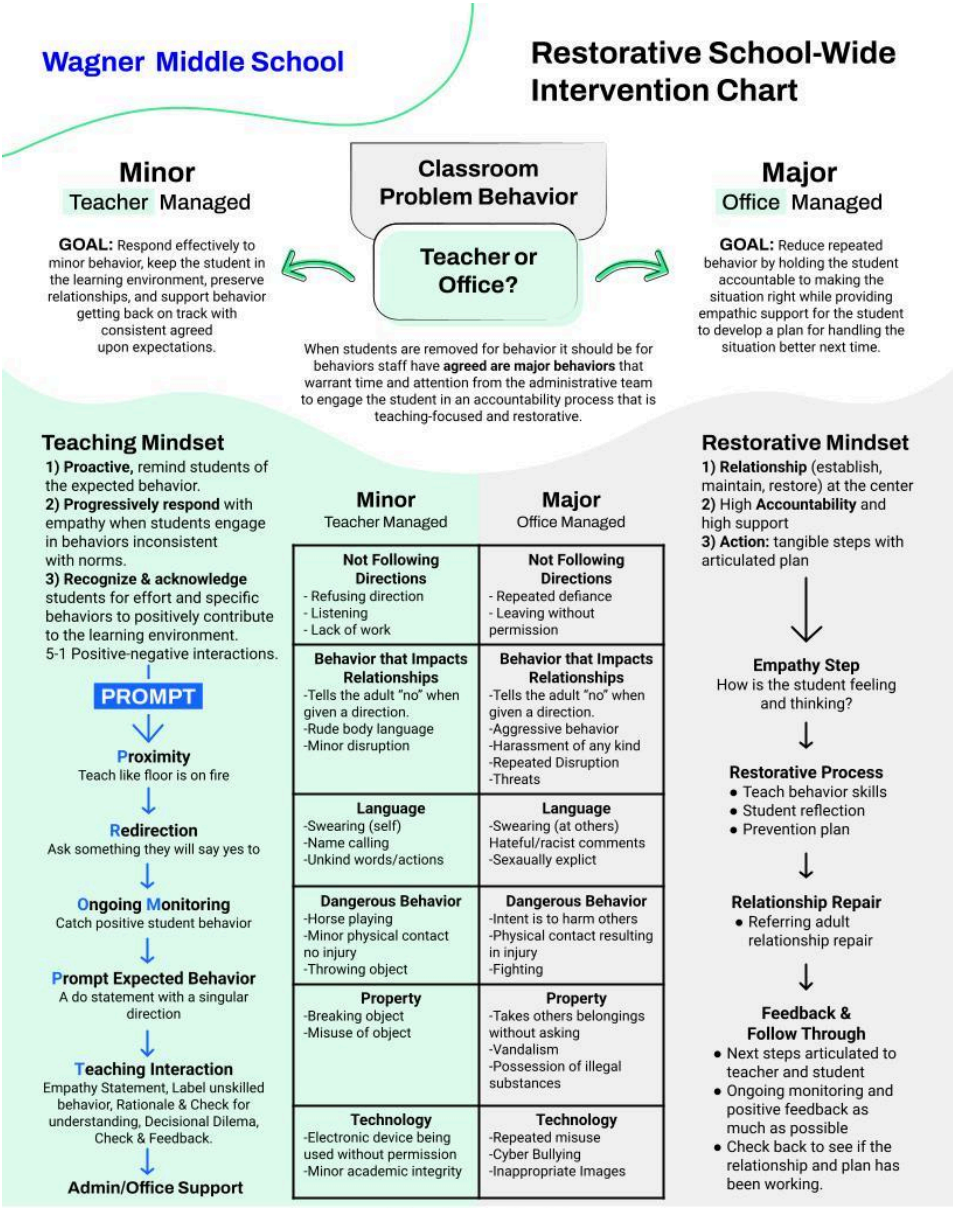
Restorative Practices/PBIS

In addition to these discipline levels, students will participate in restorative practices. These practices encourage students to take personal responsibility in developing an intrinsic sense of right and wrong. Students will be asked to reflect on and discuss the harm the behavior infraction caused on relationships in the school and come up with a plan on how to repair the damage.

Back to TOC

Back to TOC

PBIS: Wagner Middle School will be practicing components of a schoolwide Positive Behavioral Interventions and Supports (PBIS). The goal is to create a positive school climate in which the students learn and grow through recognizing and rewarding positive behavior.



Bullying & Harrassment

Bullying: Bullying is most commonly defined as a student being exposed, repeatedly and over time, to intentional injury or discomfort inflicted by one or more other students. This may include physical contact, verbal assault, making obscene gestures, or facial expressions, and being intentionally excluded. Bullying implies an imbalance in power or strength in which one student is victimized by others. Students who engage in bullying will be subject to disciplinary action as well as participate in restorative practice.

You can report bullying by going to the school's website, clicking Report Bullying Anonymously, or asking to meet with a trusted adult at our school.

Cyberbullying: Cyberbullying often happens outside of school hours. This behavior could impact the students' privilege to participate in any athletic or after school event. In addition, continued violations of the above rules may result in dismissal from all extracurricular activities for the remainder of the school year. Notification will be made in writing stating the reasons for dismissal.

Harassment Policy: RSU#22 recognizes the right of each student to perform in an atmosphere, which is free of intimidation, ridicule, hostility, and offensiveness. In order to ensure such an atmosphere, RSU#22 will

not engage in harassment of students and students will not harass other students. Acts of harassment based upon race, color, sex, religion, age, national origin, ancestry, sexual orientation or handicapping condition are not only a violation of this policy, but also constitute illegal discrimination under state and federal laws.
Back to TOC

Examples of prohibited harassment are:
A. Unwelcome sexual advances, gestures, comments, or contact;
B. Threats;
C. Offensive jokes;
D. Ridicule, slurs, derogatory action or remarks; and

E. Basing employment decisions on practices of submission to harassment.

Students should be advised of the importance of informing the harasser that the behavior is unwelcome, offensive, or inappropriate. However, if a student feels uncomfortable with confronting the harasser, the student is encouraged to inform the Affirmative Action Coordinator, Principal, or any school department employee with whom they feel comfortable. Any employee who receives such a report from a student will report such occurrences to the Affirmative Action Coordinator or Principal, who shall advise the student who has allegedly been harassed of the various options available.

Student Hazing and Endangerment: Maine statute defines injurious hazing as "any action or situation which recklessly or intentionally endangers the mental or physical health of a student enrolled in a public school." It is the policy of the board that injurious hazing activities of any type, either on or off school property, by any student, staff member, group or organization affiliated with this school unit, are inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member, or other employees of the school unit shall encourage, permit, condone, or tolerate injurious hazing activities. No student, including leaders of student organizations, shall plan, encourage, or engage in injurious hazing activities. Persons not associated with this school unit who fail to abide by this policy will be subject to ejection from school property and/or other measures as may be available under the law.

PDA (Public Display of Affection): Kissing, embracing, and hand holding are inappropriate during school and at any school event.

Back to TOC

Academic Dishonesty: Cases of cheating, plagiarizing, or giving/receiving information on anything to be evaluated as the student's work and to count toward the student's grade; i.e., quizzes, exams, reports, compositions, homework, term papers, and projects, will result in a need to have the assignment redone and a Discipline Notice sent home.

Additional incidents of academic dishonesty will receive progressive consequences.

Weapons Policy

No weapons (including toy models or replicas) will be allowed on school grounds. A weapon is defined as anything, which can be used to intimidate or cause harm to another person. Examples of such articles are firearms, ammunition, explosives, brass knuckles, switchblades, butterfly knives, chains, clubs, and Kung fu stars. Violations of the weapons policy will be dealt with on a case-by-case basis and will include suspension or expulsion as outlined in current statutes.

Bomb Threats

Making a bomb threat is a crime under Maine law. Any student suspected of making a bomb threat shall be reported to law enforcement authorities for investigation and possible prosecution. Apart from any penalty imposed by law, and without regard to the existence or status of criminal charges, a student who makes a bomb threat shall be subject to disciplinary action by the school. The administration may suspend or recommend for expulsion any student who makes a bomb threat. The making of a bomb threat will be considered deliberately disobedient and deliberately disorderly within the meaning of 20-A M.R.S.A. § 1001 (9-a) and policy JICIA, except that the Superintendent may modify the requirement for expulsion based on individual circumstances. The school unit reserves the right to bring suit against any individual responsible for a violation of this policy and to seek restitution and other damages as permitted by the law.

Back to TOC

Dress Code

The following requirements shall be enforced. These include but are not limited to:

A. Articles of clothing that promote the use of tobacco, alcohol or other drugs may not be worn on school grounds (when school is in session) or at school functions.

B. Articles of clothing that display images, symbols, or language that is sexual, vulgar, lewd, indecent, or include suggestive innuendos or insulting words (e.g. racial/ethnic slurs) are prohibited.
C. Clothing, footwear, insignia or accessories that are intended to
• identifying the wearer as a member of a particular gang is prohibited.
• promote hate groups via words, letters, and symbols associated with said groups are prohibited.
D. Clothing Requirements
• Top garments must have shoulder straps that connect the front and back of the clothing.Shoulder straps may be worn on or off the shoulder.
• Top garments must be worn and cover the chest area at all times. Garments must not be translucent, transparent or otherwise see through.
• Top garments must touch, at minimum, the top of the bottom garments.
• Bottom garments must be worn and cover the buttocks and bottom undergarments at all times. Garments must not be translucent, transparent or otherwise see through.
• Baseball caps, beanies, bandanas and other headwear that do not obstruct the view of the face may be worn.
o Hats of excessive size that interfere with the education of others are prohibited.
• Hoods are prohibited.
• Faces must be visible at all times. Therefore, clothing or accessories that cover or obstruct the view of a student's face are prohibited.
o Exemptions:
• Protective facial coverings intended to limit the spread of infectious diseases.
• Glasses where the student's eyes are clearly visible from the outside.
• Articles that are worn for religious purposes.
• Medical exemptions may be granted on a case by case basis. These require a note from the school nurse or other qualified medical professional.
Back to TOC
E. Clothing that is destructive of school property (e.g. cleats, pants with metal inserts that scratch furniture) is prohibited.
F. Excessive perfume, after-shave, and other fragrances are prohibited.
G. Clothing or accessories, which are worn with the intent to harm one's self or others, are prohibited.

H. Footwear is required. Footwear posing a safety concern is prohibited. School administrators or teachers may require special clothing for health and safety reasons, however, no particular brand for any article of clothing may be required.

Assemblies

Awards programs/assemblies are conducted throughout the year to recognize outstanding student achievement and effort in various areas such as citizenship, academics, music, athletics, attendance, etc. All students will be expected to be on their best behavior. If a student is required to leave an assembly for unsatisfactory conduct, disciplinary action may result as well as denied attendance at future events.

Computers

All students and staff members must sign a computer use agreement before they will be allowed to utilize the district computers. This computer agreement form will be sent home for students and parents to sign and must be returned to the office for filing. Procedures have been developed for the use of laptops with the 6th-8th grade students, and these procedures will be reviewed with all those students at the beginning of the school year.

Dances

Use of cell phones is prohibited during the dance. Phones will be collected before students enter the dance.
Dances are for students in grades 6-8. Grade 5 students are allowed to attend the Fall Thriller Dance **if it occurs.** All dances will be held from 7:00 pm to 8:30 pm. Any student leaving the dance after it has begun will not be allowed back into the dance. If a student is going to arrive later than 7:30 PM, the student needs to discuss this with the principal before the end of the school day of the dance.The intent is that dances will be
Back to TOC

held for Wagner Middle School students, but they may bring a guest. See the office for a permission form that must be completed by the parent and

approved by the principal. **NO guests are allowed at the first dance of the year.**

Extracurricular Activities and Athletics

Wagner Middle School offers many opportunities for students outside the classroom. All of these programs require students to maintain academic excellence as well as proper classroom behavior. The following will apply to all activities:

Standards and Conduct for Participation in Extracurricular Activities

Participation in extracurricular activities is a privilege, which must be earned and maintained, RSU#22 has established the following eligibility criteria:

Academics:

1. The student must maintain regular daily attendance; students with unexcused absences will be placed on monitor status.

2. **Grade checks will take place bi-weekly for all students involved in extracurricular activities and are expected to maintain a 70 average in ALL classes.** If a student has been identified as having a grade below a 70 during a grade check, they will be moved to academic probation. **This means they cannot play in games.** The student will have one week to either increase the grade to 70 or above, or the student needs to show significant effort in doing so. If the growth or effort is not shown, the student will be dismissed from the sport or activity.

3. We recognize that circumstances may arise that might make it difficult for a student to meet the above criteria. Whenever the academic criteria are in question by a student or a parent, the student may appeal an ineligible decision to the building

Back to TOC

principal. Following an appeal, the principal, teacher(s), student and parent will meet to discuss the issue.

Citizenship: All participants in extra-curricular activities are expected to observe all school and coach/advisors rules, procedures, and policies. A violation of any of the above expectations may lead to disciplinary action. It is the school's position that good citizenship is a requirement for extracurricular participation.

1. Participants will be neatly groomed and attired when traveling as a group/unit. Coaches/Advisors will inform participants of appropriate attire.

2. Participants will assume financial responsibility for all issued equipment and clothing.

Any member of an extracurricular activity will be automatically dropped from that activity for its duration if that participant has:

1. Consumed, possessed, transported, or knowingly been in the presence of alcoholic beverages during that season.

2. Used, possessed, transported, or knowingly been in the presence of unprescribed drugs during that season.

3. Used or possessed tobacco products or marijuana during that season.

Behavioral Expectations: Participation in extracurricular activities is a privilege, which must be earned and maintained. If a student exhibits continued inappropriate behavior, it may result in a loss of that after school activity for the day. Cyberbullying often happens outside of school hours. This behavior could impact the students' privilege to participate in any athletic or after school event. In addition, continued violations of the above rules may result in dismissal from all extracurricular activities for the remainder of the school year. Notification will be made in writing stating the reasons for dismissal.

Back to TOC

Detention: Students cannot participate in practices, games or any after-school activities the same day they have school detention. Detentions are held on Tuesdays and Thursdays ONLY.

Health/Personal: Each participant in athletics is required to file the results of a physical examination with the school prior to the season, as well as signed parent/guardian permission to participate.

Field Trips

If guidelines allow for it, various classroom teachers throughout the school year may schedule field trips. These trips are designed to supplement different aspects of the classroom curriculum and to introduce students to the resources of the area. Parents/guardians will receive notices of field trips well in advance of the scheduled trip date and will be asked to sign a field trip permission form. Parents/guardians may be asked to help chaperone these outings.

Back to TOC

Library

Our library offers a variety of materials for students and teachers and is open for student use during each school day. All students will have an instructional library period periodically throughout the year, at which time they are taught the use of the library and research techniques. The library offers the opportunity for students to check out books. They are responsible for ensuring that the book(s) are returned on time and in acceptable condition. Students and their parents/guardians will be held accountable for lost or damaged books.

Back to TOC

School Counselor

The School Counselor is available to support students in academic and social-emotional areas. Services include help with goal setting, study skills, time management, course selection, conflict resolution, peer relationships, stress management, and handling personal challenges. Students may access the counselor through self-referral, parent or teacher referral, or administrative request. Appointments are encouraged for non-urgent issues, though immediate help is available in emergencies. All conversations with the counselor are confidential unless a student is at

risk of harm to themselves or others, there is suspected abuse or neglect, or disclosure is required by law. The School Counselor's role is to provide short-term support and guidance, not long-term therapy; referrals to outside professionals may be made when needed.
Back to TOC

Social Worker

The Social Worker plays a vital role in supporting students' well-being and success in school. While not providing therapy, the Social Worker helps students develop essential social and emotional skills and addresses behavioral challenges that may affect their learning. Collaboration with families and school staff is key to identifying needs and barriers, connecting students with community resources and improving school attendance. The ultimate goal is to create a safe and supportive environment where every student can learn and thrive.

Music

Band and Chorus: *Academic Performing Ensembles*
Here at Wagner Middle School, students are given the opportunity to enroll in both instrumental and choral performing ensembles. Concert band and chorus are performance-based large group, academic classes. A solid musical foundation based on state and national music standards is offered in these classes along with team building, music theory, listening skills, time management skills and a whole lot of fun!

Show Choir and Jazz Band: *Co-curricular Performing Ensembles*
Students are given the opportunity to participate in supplemental music activities such as Jazz Band and Show Choir. These ensembles meet before school. The foundational skills for these groups are provided during their corresponding academic ensembles. Students who wish to participate must also be a member of those academic ensembles. Auditions may also be required.

Personal Property

Students are encouraged **NOT** to bring personal property to school (Airpods, smart watches, iPods, MP3 players, cell phones, iPads, video game devices, etc.). **Neither the school nor its personnel will be held responsible for lost, stolen, or damaged property of students.**

Bicycles: Students may bring bicycles to school at their own risk. Bicycles are to be parked in a designated area upon arrival to school. All students are encouraged to follow good bicycle safety practices to and from school.

Skateboards / Roller Blades / Scooters: These items are to be brought to the office in the morning before reporting to homeroom. Skateboards, rollerblades, and scooters may be picked up at the end of the day when a student's bus has been called for dismissal. Skateboarding and rollerblading are not allowed on school property unless it is part of a class due to safety concerns.

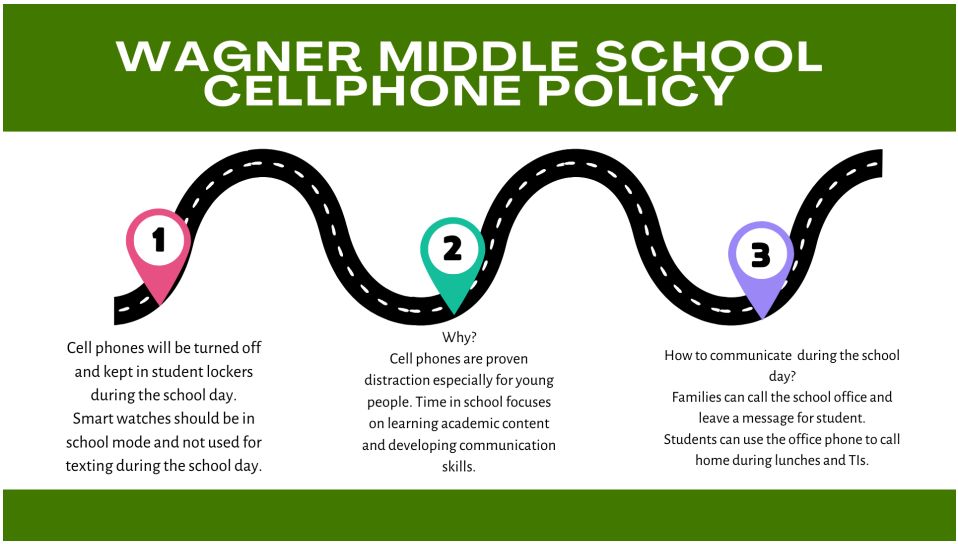
Phones and Technology

PED Procedures

Use of school phones by students is limited ***to only emergency calls and school business calls.*** Students are encouraged to take responsibility for making arrangements with parents before they report to school. **The use of personal electronic devices that can connect to the internet and/or bluetooth must be turned off and stored in lockers. If these items are heard/seen, it will result in the electronic device being confiscated and disciplinary action taken.** The Parent or guardian will be notified if a device is confiscated and will need to come to the school to retrieve the device.

Listening devices CANNOT be wireless (such are earbuds). The use of listening devices will be at the discretion of the teacher.

Back to TOC



Health Services

Back to TOC

The purpose of the school nurse is to provide the fullest possible educational opportunity for each student by minimizing absences due to illness and creating a climate of health and well-being in district schools. The school nurse has several areas of expertise. In addition to giving first-aid, the school nurse performs many screening tests for students and staff, visits homes for a variety of health reasons, monitors immunization status according to state law, evaluates medical aspects of handicapped children, acts as a liaison between educational and medical personnel, deals with communicable diseases to prevent its spread to others, maintains health records, acts as a source for health education programs, and communicates with parents, students, and staff about medication problems that can affect the student in the classroom.

Medication: All medications are to be kept in the office with the school secretary. A parental consent form which includes the student's name, medication name, dosage and the time(s) to be given must be on file in the office before any medications can be given. In addition, the medication must be in its original container. If long-term medicines are to be given during school hours, a doctor's note of authorization must also

be filled out. Both the parent request and the doctor's release forms may be obtained at the office. ***The medications must be brought in by the parent who is to fill out the authorization forms.***

Students will be able to carry and self-administer inhalers and epinephrine auto-injectors as an immediate response to potentially severe allergic reactions if they adhere to the following procedure:

1) There is prior written approval from the students health care provider (Doctor's office) indicating that the student has the knowledge and the skills to safely possess and use an asthma inhaler or an epinephrine auto-injector.

2) There is prior written approval (for minor students) from the student's parent or guardian.

3) The student demonstrates to the school nurse, appropriate technique to ensure proper and effective use of an asthma inhaler or an epinephrine auto-injector.

Please call if you have any questions regarding this policy.

Integrated Pest Management Plan Policy

Back to TOC

RSU#22 desires to prevent unnecessary exposure to children and employees to pesticides and reduce the need to rely on pesticides when managing pests. It is the Policy of RSU#22 only to use pesticides when pests have been identified and their presence verified. Selection of treatment options or corrective actions will give priority to least-risk actions whenever possible, to provide the desired control of pests. Education of staff, students, employees, and parents about IPM will be included to achieve the desired objectives. When it is determined that pesticides are needed, only products registered for use in Maine will be used, and they will be used only in strict accordance with the product label. Further, only individuals properly licensed by the Maine Board of Pesticides Control will use pesticide products. Our policy prohibits the use of any pesticide by unlicensed staff except to control stinging insects that pose an imminent threat to human health on school grounds or

disinfectants used for routine cleaning. It will be this school policy to make the appropriate notification and posting as well as to keep records of all pesticide use and other pest control actions. A copy of our full school IPM policy statement and this school IPM plan will be maintained in the principal's and superintendent's office and available upon request.

Registration / Student Moving

Back to TOC

Registration: Students new to Wagner Middle School are requested to report to the school secretary with their parent(s)/guardian(s) to complete the necessary enrollment forms. Once student records have been sent from their previous school and their schedule is created with that information, they may begin attending Wagner the following day. In the case of special needs students, an IEP meeting may be necessary before enrollment or attendance can be completed.

Moving: Students who are planning to leave Wagner Middle School should let the office know as soon as possible. Students should return all text and library books, computers, settle lunch payments and fines, and clean out their desks and/or lockers before they leave.

School Records

Back to TOC

Parental Access to School Records: The Administration at RSU#22 wants all parents to be aware of their right to inspect and review their child's school records. Under provisions of the Family Education Rights and Privacy Act of 1974. (PL 93-380), Education of all Handicapped Children Act of 1975, (PL 94-142), the Maine Special Education Regulations of 1988 (Chapter 101), RSU#22 School Policy File #JRA "Student Educational Records, " parents or guardians may: Request, and receive, a list of the types and locations of education records on the child; Receive copies of the records; Have someone at the school explain, or interpret items in the records not understood; have someone else inspect and review records; Ask for amendment of any record on the grounds that it is inaccurate, misleading or violates privacy rights; Request an administrative review on the issue if the district refuses to make an amendment; Refuse consent for disclosure of personally identifiable

information related to the child to anyone other than school officials or officials of the State Education Agency or U.S. Department of Education, or for purposes other than identification, evaluation, individualized education plan or placement of the child, or the provisions of free appropriate education to the child; Receive notice when the personal information is no longer needed to provide educational services; request that information be destroyed. However, permanent identifiable records including, educational program, attendance, grades and grade levels, shall be maintained without time limit.

Transfer of Educational Records: The 119th Legislature amended Title 20-A, Section 6001-B, Transfer of Education Records, to read: "A school administrative unit shall include in written notice to parents or guardians of every student enrolled in the school administrative unit that educational records must be sent to a school administrative unit to which a student applies for transfer." Section 99.31 of the Family Educational Rights and Privacy Act allows for the disclosure of education records to officials of another school administrative unit where the student seeks or intends to enroll. Prior consent of the parent or guardian is not required.

Special Services Referral Process

Back to TOC

According to Maine law (20-A M.R.S.A. Chapters 301 and 303), all school-age students are entitled to a free and appropriate public education. Classroom teachers and other school personnel utilize a child find process to determine which students may have disabilities that may require being referred to an Individualized Education Program (I.E.P.). Once a referral is made, a more individualized evaluation is completed. Another meeting, including school staff and parents, is convened to discuss the results of this evaluation. Other people having knowledge of the student may be invited to attend the IEP meeting. At this meeting, it will be determined whether he/she is a student with a disability in need of special education services. If eligible, what special education and supportive services are appropriate for the student's educational needs will be determined. Once these determinations are made, the Pupil Evaluation Team shall write an Individualized Education Program (I.E.P.) for the student. If you have any concerns regarding your child's ability to be

successful in the regular classroom setting, see your son/daughter's teacher. For further information about the referral process, feel free to call the school and talk to one of the Special Education teachers.

504 Process: Section 504 is an Act which prohibits discrimination against persons with a disability in any program receiving Federal financial assistance. The Act defines a person with a disability as anyone who:

1. Has a mental or physical impairment, which substantially limits one or more major life activities.

2. Has a record of such impairments; or

3. Is regarded as having such impairment. Major life activities such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

To fulfill its obligation under Section 504, RSU#22 believes it has a responsibility to all its citizens, beyond its prescribed legal one, to set an example and to assume a leadership role in providing nondiscriminatory policies and practices to its personnel and students. No discrimination against any person with a disability will knowingly be permitted in any of the programs and practices in this school system. If you would like further detailed information, please feel free to contact the Principal's Office for a handout on the 504 Act.

Visitors

Back to TOC
The school policy is to accept only those visitors who have legitimate business at the school. Unless attending a sports or spectator event, all visitors need prior approval about the purpose for the visit. Please contact the Wagner Middle School main office before visiting our school. Visitors must follow all school rules and administrative directives and minimize disruptions of the school's learning environment.

In order to manage the instructional program and to promote the safety of students and staff, all visitors shall report to the main office upon arrival at the school (RSU 22 Policy KI). At this time, visitors to Wagner Middle School will sign in and provide information about the purpose of their visit to the school. Visitors are provided with visitor badges and are asked to wear them while in the building and return them to the office upon departure.

2025-2026 Parent Assessment Notification

Back to TOC

Dear Parents/Guardians:

RSU 22 conducts various tests throughout the school year to measure student learning and help teachers provide the best education possible. We want to inform you about these assessments and explain how they benefit your child.

Why We Test

1. To track your child's progress over time
2. To compare your child's performance to national and state standards
3. To help teachers identify areas where your child may need extra support or challenge
4. To evaluate how well our teaching methods and curriculum are working
5. To comply with state assessment participation requirements

Major Assessments for 2025-2026

Assessment Name	***Grades***	***When***
Speed DIAL-4	PreK & Kindergarten	Fall 2026

Early Bird Literacy & Dyslexia Screener	PreK - Grade 1	Fall, Winter, Spring
NWEA MAP Growth (Reading & Math)	K - Grade 2	Fall, Winter, Spring
Maine Through Year Assessment (Reading & Math)	Grades 3-8 & Second Year of High School	Fall, Winter (not high school), Spring
Maine Science Assessment	Grades 5, 8, & 11	Spring 2026
iXL Snapshot (Math)	Grades 1-8	Fall & Spring (Winter if needed)
Other subject-specific tests	Various grades	Throughout the year

What This Means for Your Child

These tests help us:

- Understand your child's academic strengths
- Identify areas where your child might need extra help
- Adjust our teaching to meet your child's needs
- Provide you with information about your child's progress

If You Want More Information

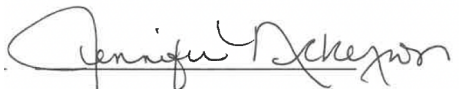
You have the right to:

- Ask questions about these assessments
- Receive your child's test results
- Discuss the results with your child's teacher or school counselor

To learn more about Maine state assessments, please watch the video on our district website: https://www.rsu22.us/resources/curriculum__instruction__and_assessment/assessment_and_grading

If you have any questions, please don't hesitate to contact your child's school.

Sincerely,



Jennifer Nickerson
RSU 22 District Assessment Coordinator





Back to TOC