

GMHS HANDBOOK



2024-2025

GORHAM MIDDLE HIGH SCHOOL HANDBOOK

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GRS COOPERATIVE CALENDAR 2024-2025

Report Cards	EFS: End Trimester 11/27, 3/14, 6/17
EFS: 12/6, 3/21, 6/20	GMHS: End Qtrs. 11/1, 1/24, 4/4, 6/17
GMHS: 11/8, 1/31, 4/11, Q4 mailed home	
Progress Reports	
GMHS	GMHS Mid - Terms: 1/23 - 1/24
10/4, 12/5, 3/7, 5/9	GMHS Finals: 6/16 - 6/17
	GMHS Senior Finals: 6/5, 6/6
	GHS Graduation: 6/13

August

2					1	2	3
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

September
20

1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30						

October
21

		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

November
18

					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

December
14

1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

Aug 26-28
Thurs, Aug 29
Mon, Sep 2
Fri, Oct 11
Mon, Oct 14
Mon, Nov 11
Wed, Nov 27
11/28-11/29
Fri, Dec 6

Staff Inservice Days
First Day of school
Labor Day
PD Day - No School
Columbus Day
Veteran's Day
1/2 Day Staff & Students
Thanksgiving Recess
Parent Conferences

January

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
19				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	

February

15							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	

March

21							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					

April

19			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30			

May

19					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31

June

12	1	2	3	4	5	6	7
Total School Days:	8	9	10	11	12	13	14
180	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30					

Dec.23-Jan. 3
Mon, Jan 20
M-F 2/24-2/28
M-F, 4/28-5/2
Mon, May 26
Fri, June 13
Tues, June 17
Tues, June 17

Holiday Vacation
Martin Luther King Jr Day
Winter Vacation
Spring Vacation
Memorial Day
GHS/BHS GRADUATION (T) 1/2 day
Last Day of School (T)1/2 day
Teacher Check-Out(T)full

 1/2 Day Students/1/2 Staff Inservice Day (T) Tentative Make-Up Days - **June 18-24**
Note: November 27, 2024 1/2 Day Staff and Students

01/25/2024

GRS COOPERATIVE SCHOOL BOARD MISSION STATEMENT

In the GRS Cooperative School District we coach our students in Compassion, Character and Courage guiding them to College, Careers and Community involvement.

VISION/MISSION AND STATEMENT OF EXPECTATIONS

We believe that a meaningful postsecondary experience is the key to a successful and satisfying life. We will focus on ensuring that each student has the resilience to develop a thorough understanding and appreciation of their strengths and passions—as well as others’—in order to define and achieve their highest goals.

- 100% of our students graduate and go on to meaningful postsecondary experiences, including 4-year colleges, community colleges/technical institutes, internships, certificate programs, or the military.
 - A majority will attend a 4-year college.
 - 25% will attend selective universities.

BELIEFS

We strive for personalization of instruction to meet all learners’ needs and abilities. Our many extracurricular activities provide a forum for students to develop their individuality, strengths, and potential for success, as well as enhance their social-emotional wellness. Collaboration is used to reinforce important skills necessary to be utilized in the community and global environments of the 21st century.

CORE VALUES & LEARNING EXPECTATIONS

1. Academic
 - 1.1 Evaluate, interpret, and synthesize information and its sources.
 - 1.2 Make effective, engaging 21st-century presentations when expressing ideas.
 - 1.3 Demonstrate problem-solving skills.
2. Social Competencies
 - 2.1 Exhibit self-discipline and respect.
 - 2.2 Consider and explore career opportunities.
 - 2.3 Work collaboratively in diverse settings.
3. Civic Competencies
 - 3.1 Behave in ethically and morally appropriate ways.
 - 3.2 Promote community involvement through active participation.
 - 3.3 Understand financial responsibility.

Equity * Personalization * Engagement * Collaboration * Respect * Preparation

GORHAM MIDDLE HIGH SCHOOL BELIEF STATEMENTS

We believe that the mission of the school is to provide, within a safe and nurturing environment, the opportunity for all learners to develop their divergent skills and interests.

We believe that the school has the responsibility, in conjunction with parents and the community, to provide opportunities for students to meet their physical, academic, emotional, moral, social, and civic needs.

We believe that formal schooling is only the beginning of lifelong, self-directed learning.

We believe that the community and professional staff must accept the responsibility for the creation of a school ethos that stimulates and allows for the growth of each student.

We believe that the school and community must provide programs for students so that all may develop to their full potential and take their places in society as productive citizens. These programs must recognize the worth of the individual; must permit the exercise of responsible freedom; must promote the ideals of responsibility, leadership, and sportsmanship; must lead to a balanced pattern of successful experiences; must allow time for exploration and reflection; must provide chances to examine human values; and must permit opportunities to explore cultural heritage.

We believe that students, with the support of the community, must accept the responsibility for and make the most of the opportunities provided for their success in life and must be encouraged to make commitments, maintain their individuality, and seek even greater achievements.

We believe that in order to prepare students for this society, the school must teach students that there are rewards for positive contributions and appropriate consequences for improper actions.

We believe that it is the responsibility of the school and the community to react to changes in society so that students may find success in the ever-changing workplace, practice tolerance in a culturally diverse world, and promote harmony in the greater human community.

We believe that the educational community—which includes, but is not limited to, staff, administration, school board, parents, students, businesses, and the community at large—must engage in continuous reflection and evaluation of the mission and performance of the school.



GORHAM MIDDLE & HIGH SCHOOL STAFF DIRECTORY

Superintendent of Schools

David Backler

Business Administrator

Cassandra Micucci

GRS Director of Student Services

Tina Binette

Administration

David Morrissette Principal
Adam Marsh Dean of Students
Tess Patry Athletic Director

Main Office

Wendy Haynes Office Manager
Jeff Blais IT

School Counseling Department

Trista Bruns School Counselor
Matthew Saladino School Counselor
Felicia Voisine Admin. Assistant

Student Assistance Provider

Phil Rousseau

Library/Media Services

Karen Wood Librarian
Ron Fini Media Specialist

Nurse

Craig Langois, RN

Building Maintenance & Transportation

Gary Riendeau Dir. of Transportation & Maintenance
William Devoid Custodian
James Cornish Custodian
Mike Vien Custodian

Food Services

Krystina Cheshier Genuine Foods

Special Education Services

Michelle LeBlanc	Admin. Assistant
Jessica Galligan	Life Skills Teacher
Anne Cote	MS Case
Manager	
Chasity Murphy	HS Case Manager
Steven Rodgers	MS/HSCase Mgr
Lynda Anctil	Paraprofessional
	Paraprofessional
Giovanna Conrad	Paraprofessional
Nancy Cordwell	Paraprofessional
Jessica Savage	Paraprofessional
Jesse King	Paraprofessional
Russ Landry	Paraprofessional
Allen Rodgers	Paraprofessional
Terry Mayers	Paraprofessional
	Paraprofessional
	Paraprofessional
	Paraprofessional
	Paraprofessional
	Paraprofessional
	Paraprofessional

GRS Cooperative School Board Members

Tiffany Arsenault	Ben Mayerson
Jo Carpenter	Tim Buxton
Gina Saladino (Chair)	Stephen Michaud
Richard Umiker	
Dennis Wade	Barney Valliere
Keith Moon	Michael Waddell

GORHAM MIDDLE & HIGH SCHOOL FACULTY DIRECTORY

HIGH SCHOOL FACULTY

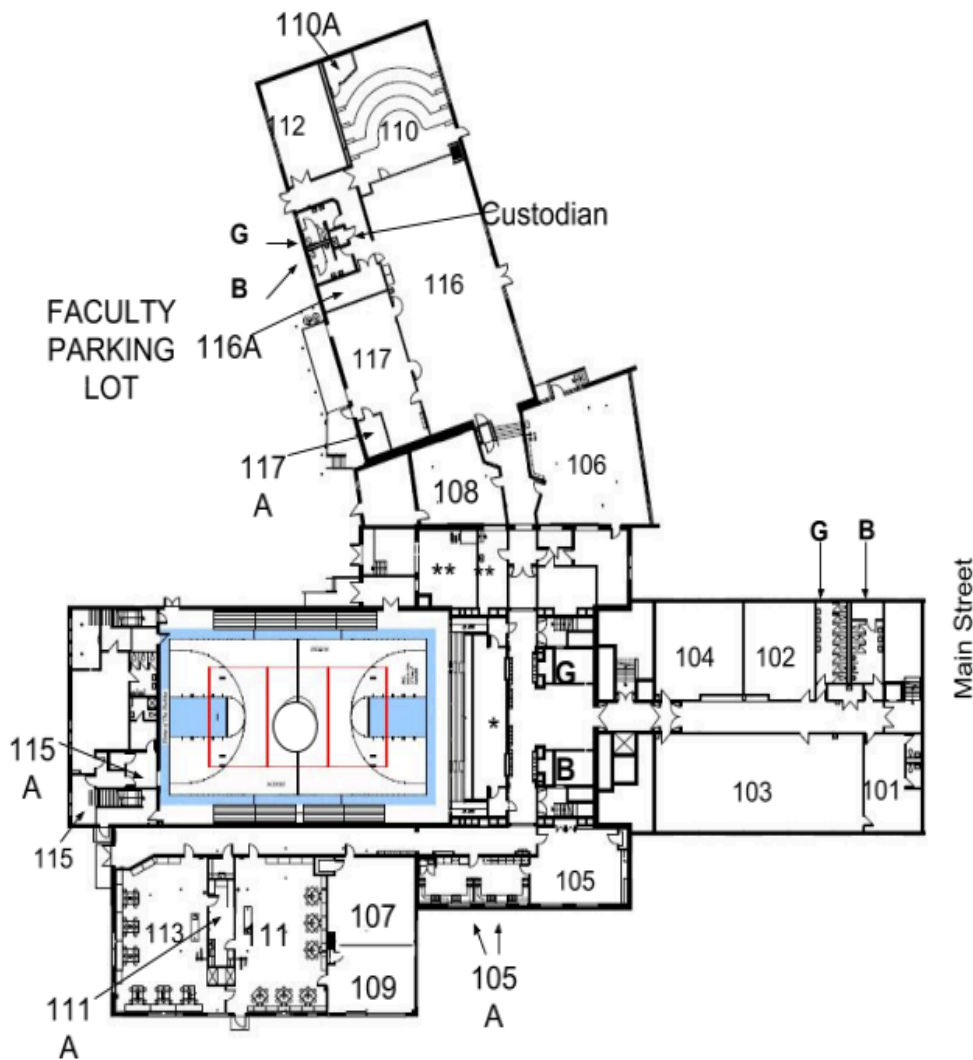
Corrigan, Jennifer - Business jennifer.corrigan@sau20.org
Sargent, Beth – Science beth.sargent@sau20.org
Connary, Elaine – Family/Consumer Science elaine.connary@sau20.org
Polston, Allison – Social Studies allison.polston@sau20.org
Galligan, Jessica – Life Skills jessica.galligan@sau20.org
Graham, Chris – Art chris.graham@sau20.org
Estes, Denise – English denise.estes@sau20.org
Lapointe, Lee Ann – English lee.anne.lapointe@sau20.org
Perkins, Hattie – Social Studies hattie.perkins@sau20.org
Murphy, Chasity – Special Education chasity.murphy@sau20.org
Patry, Tess - Athletic Director/PE tess.patry@sau20.org
Reynolds, Anne – Band/Chorus anne.reynolds@sau20.org
Roberge, Jennie – Math jennie.roberge@sau20.org
Rodgers, Steven - Special Education steven.rodgers@sau20.org
Snyder, Nathan – Math nathan.snyder@sau20.org
Strevig, Misty – World Language misty.strevig@sau20.org
Wade, Keri – Science keri.wade@sau20.org
Wydra, Shannon – STEM shannon.wydra@sau20.org

MIDDLE SCHOOL FACULTY

Cote, Anne - Special Education anne.cote@sau20.org
Downs, Jenn – 6th Grade jennifer.downs@sau20.org
Connary, Elaine – Family/Consumer Science elaine.connary@sau20.org
Galligan, Jessica – Life Skills jessica.galligan@sau20.org
Graham, Chris – Art chris.graham@sau20.org
Herrick, Daniel – 7/8 Social Studies daniel.herrick@sau20.org
Jensen, Linda – Reading Specialist linda.jensen@sau20.org
Valliere, Hillary – 7/8 Math hillary.valliere@sau20.org
Patry, Tess - Athletic Director/PE tess.patry@sau20.org
Piche, Heather – 7/8 ELA heather.piche@sau20.org
Reynolds, Anne – Band/Chorus anne.reynolds@sau20.org
Rodgers, Steven - Special Education steven.rodgers@sau20.org
Ruppel, Kelly – 7/8 Science kelly.ruppel@sau20.org
Wood, Karen – Technology karen.wood@sau20.org

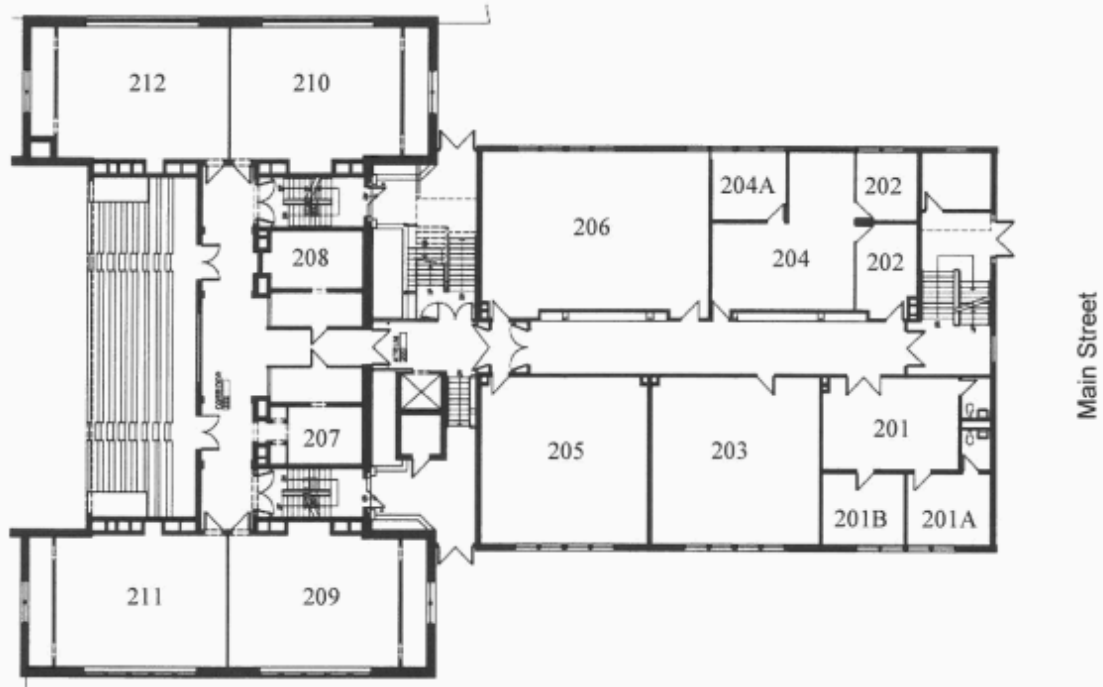
FLOOR PLANS

1st FLOOR



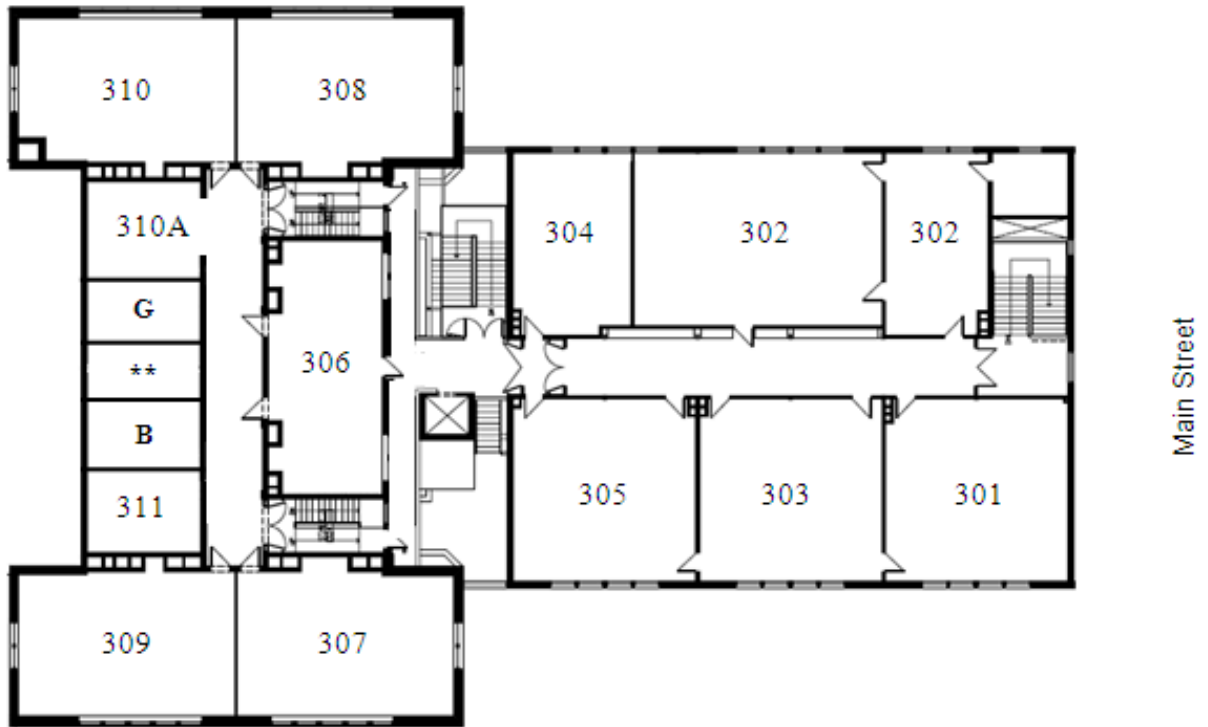
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|-----------|------------------------------------|-----------|----------------------------------|
| Room 101 | - Langlois, C. - Nurse | Room 112 | - Fitness Center |
| Room 102 | - Galligan, J. - Life Skills | Room 113 | - Wade, K. - Science |
| Room 103 | - Wood, K. - Library | Room 114 | - Gymnasium |
| Room 104 | - Galligan, J. - Life Skills | Room 115 | - Patry, T. - Physical Education |
| Room 105 | - Connary, E. - FACS | Room 115 | - Patry, T. - Physical Education |
| Room 105A | - FACS Kitchen | Room 115A | - Coach's Room |
| Room 106 | - Wydra, S. - STEM | Room 116 | - Cafeteria |
| Room 107 | - Murphy, C. - HS Success Ctr. | Room 116A | - Storage Room |
| Room 108 | - Conference Room | Room 117 | - Kitchen |
| Room 109 | - Rodgers, S. - HS Success Ctr. | Room * | - Booster Club |
| Room 110 | - Reynolds, A. - Music/Chorus/Band | Room ** | - Custodians |
| Room 111 | - Sargent, B. - Science | G | - Girls' Restroom |
| Room 111A | - Science Prep | B | - Boys' Restroom |
| | | X | - Elevator |

2nd FLOOR



- | | | | |
|-----------|-----------------------------------|----------|--------------------------------|
| Room 201 | - Haynes, W. - Main Office | Room 206 | - Strevig, M. - World Language |
| Room 201A | - Morrissette, D. - Principal | Room 207 | - Rousseau, P. - SAP |
| Room 201B | - Marsh, A. - Dean of Students | Room 208 | - IT Server Room |
| Room 202 | - Saladino, M. - School Counselor | Room 209 | - Lapointe, L. - Language Arts |
| Room 203 | - Roberge, J. - Mathematics | Room 210 | - Perkins, E. - Social Studies |
| Room 204 | - Voisine, F. - Guidance Office | Room 211 | - Estes, D. - Language Arts |
| Room 204A | - Bruns, T. - Counselor | Room 212 | - Polston, A. - Social Studies |
| Room 205 | - Snyder, N. - Mathematics | X | - Elevator |

3rd FLOOR



- | | | | |
|----------|--|-----------|--------------------------------|
| Room 301 | - Corrigan, J. - Business | Room 309 | -Downs, J.-Grade 6 |
| Room 302 | - Graham, C. - Art | Room 310 | -Ruppel, K.-7/8 Science |
| Room 303 | - Piche, H. - 7/8 Eng Lang Arts | Room 310A | -Science Lab |
| Room 304 | - Jensen, L. - Reading Specialist | Room 311 | -Blais, J.-IT Office/Help Desk |
| | - Cote, A. & Rodgers, S. - Special Education | B | - Boys' Restroom |
| | - MS Success Center | ** | - Quiet Room |
| Room 305 | - Herrick, D. - 7/8 Social Studies | G | - Girls' Restroom |
| Room 306 | - Teachers' Room | X | - Elevator |
| Room 307 | - Laflamme, K. - Grade 6 | | |
| Room 308 | - Valliere, H. - 7/8 Math | | |

*All Middle School Lockers will be in the hallways.

PARENT/SCHOOL COMMUNICATION GUIDE



This material has been assembled to aid students and their parents in the process of communicating with school personnel. This provides you, the parent of a Gorham Middle & High School student, an overview of the avenues that can be helpful should questions, issues, or concerns arise.

Checking Your Child's Grades & Progress:

Parents/Guardians have access to Alma, our Student Information System: [GHS Alma](#) and [GMS Alma](#). Please log in to see grades and missing assignments. If you need your login information, please contact the Counseling Department at (603) 466-2776.

Who to Call:

There are several avenues for gaining information at Gorham Middle & High School, including the teachers, administrators, school counselors, and school publications.

For all calls to the school, please use (603) 466-2776.

- Questions and concerns about a specific class should be answered by speaking directly with the teacher.
- Should you have questions concerning your student's overall educational program or their social and emotional growth, please contact your child's school counselor.
- Attendance, discipline, or extracurricular concerns should begin with the teacher, coach, or advisor. Should questions or concerns persist, contact our Dean of Students.
- The Principal is available at any time should you need further administrative help.
- Calendar information is available online at www.gmhsnh.org.

Concerns & Problems:

Concerns and problems need to be addressed in a timely fashion in order to best serve all participants, especially the students. Please encourage your children to speak to their teachers, coach, or advisor as soon as any problem surfaces. A process to follow in resolving concerns has been outlined and is attached.

It is the responsibility of Gorham Middle & High School staff to educate your child and to provide each student with the skills and knowledge needed to succeed. It is the parents'/guardians' responsibility to stay informed about your child's education. Together, it will be possible to assist our children in reaching their potential as responsible adults and successful learners.

CHAIN OF COMMAND PROCEDURE/CONFLICT RESOLUTION POLICY*

1. Student/Teacher(s)
 - a. As soon as possible the student should meet with the teacher.
 - b. If the issue is unresolved, the student may consider discussing this with their guidance counselor after they talk with the teacher.

2. Student/Teacher(s)/Parent(s)
 - a. Please call to set up an appointment with the teacher.
 - b. If the teacher cannot be reached, please call the office to arrange a meeting. A meeting will be set up for you with the teacher.

3. Student/Teacher(s)/Parents(s)/Department Chairperson (if appropriate)
 - a. Please call to set up an appointment with the teacher.
 - b. If possible, the student should be present at the meeting.
 - c. Concerns must be in writing and submitted to the Athletic Director prior to the meeting.

4. Student/Teacher(s)/Parents(s)/Principal
 - a. Please call to set up an appointment with the Principal.
 - b. If appropriate, the student should be present at the meeting.
 - c. Concerns in writing must be submitted to the Principal prior to the meeting if they are different from those in item number 2 and 3.

5. Parent(s)/Teacher(s)/Principal/Superintendent
 - a. Please call to set up an appointment with the Superintendent.
 - b. Concerns in writing must be submitted to the Superintendent prior to the meeting if they are different from those in item number 2, 3 or 4.

6. Parent(s)/Teacher(s)/Principal/Superintendent/School Board Chairperson
 - a. Please call the Superintendent to set up an appointment with the School Board.
 - b. Any and all concerns must be in writing 48 hours prior to the School Board meeting and made available to everyone concerned.

7. Student/Parent(s)/Teacher(s)/Principal/Superintendent/State School Board

*Note – The Teacher has the right to be present at all meetings.

DAILY ROUTINE

THE SCHOOL DAY

The Gorham Middle High School day begins at **8:15 am** and ends at **2:45 pm**. While students, faculty, and support staff are at GMHS, we will extend the protection of a locked-down school facility. All visitors will be required to “buzz in” from **8:00 am** to **3:00 pm** daily.

After **3:00 pm**, school doors will continue to be locked, and all traffic into the building will have to make prior arrangements for entry. We thank everyone for their patience and continued support in securing the safety of our students and staff.

BREAKFAST AND LUNCH

The cafeteria opens at 8:00 am. Students may bring breakfast or lunch from home or obtain their meals through The Abbey Group. Prices for breakfast and lunch from The Abbey Group are as follows:

- Breakfast: \$1.65
- Lunch: \$3.25
- [Reduced Rate \(Form\)](#): \$0.30 for breakfast, \$0.40 for lunch

There is a \$10.00 limit for outstanding accounts. Once the limit is reached and their account is in arrears, students will not be allowed a hot lunch but will be given a sandwich and water to sustain them throughout the day.

LUNCH ACCOUNT SETUP

You may set up an online account using a credit or debit card to make deposits into your child’s account through the [secure online payment portal](#). The system also allows you instant access to details on what your child is purchasing in the cafeteria.

LUNCH PRIVILEGES - HIGH SCHOOL

High school students who have “academic/social privileges” may leave the building during the lunch period.

See [PRIVILEGES - HIGH SCHOOL LUNCH](#) for details.

LIBRARY & SUCCESS CENTER

The school library and Success Center open at **8:10 am**. The mission of the library media program is to ensure that students and staff have access to and are effective users of ideas and information. The Success Center is available for students to complete work with the help of case managers and paraprofessionals.

BELL SCHEDULES

* Students report to the office for excuses/early dismissal slips or go directly to their first class.

REGULAR BELL SCHEDULE:

Gorham Middle High School							
2024-2025							
HIGH SCHOOL							
GORHAM (Monday) High School				GORHAM (Tuesday - Friday) High School			
Begin	End	Description	Bus to/from Berlin	Begin	End	Description	Bus to/from Berlin
	8:00	Entrance Bell			8:00	Entrance Bell	
8:15	9:22:00 AM	Block 1	Depart 7:10 am, returns 9:20 am	8:15	9:35	Block 1	Depart 7:10 am, returns 9:20 am
9:24	9:49	<i>Advisory</i>		9:39	11:00	Block 2	Depart 8:40 am, returns 10:40 am
9:51	11:00	Block 2	Depart 8:40 am, returns 10:40 am	11:04	12:24	Block 3	Depart 10:50 am, returns 12:50 pm
11:04	12:24	Block 3	Depart 10:50 am, returns 12:50 pm	12:25	12:50	<i>Lunch</i>	Dismiss CTE 12:10 for lunch
12:25	12:50	<i>Lunch</i>	Dismiss CTE 12:10 for lunch	12:51	1:21:00 PM	<i>Flex</i>	
12:51	1:21:00 PM	<i>Flex</i>		1:24	2:44:00 PM	Block 4	Depart 12:30 pm; return 2:30 pm
1:24	2:44:00 PM	Block 4	Depart 12:30 pm; return 2:30 pm				
MIDDLE SCHOOL							
MIDDLE SCHOOL							
Begin	End	Description					
	8:00	<i>Entrance</i>					
8:15	8:25	<i>Advisory</i>					
8:27	9:14	<i>Block 1</i>					
9:14	9:22	<i>Break in Blk. 1</i>					
9:25	10:14	<i>Block 2</i>					
10:17	11:06	<i>Block 3</i>					
11:06	11:31	<i>Lunch</i>					
11:34	12:48	<i>Unified Arts</i>					
12:51	1:38	<i>Block 4</i>					
1:41	2:11	<i>Flex/Study Skills</i>					
2:14	2:44	<i>Enrichment</i>					

In the event of inclement weather or other emergencies, the Superintendent will notify students, parents, and staff regarding the closing or delayed opening of school via the Parent Square platform and advise the Building Administrator of this decision. Please make sure to keep your telephone number current in Alma and with the front office.

School will be canceled only when dangerous road conditions exist or emergency situations arise in school buildings. In general, snow does not present sufficiently dangerous road conditions in northern New England unless the snowfall is in excess of 4 inches per hour or is accompanied by winds causing “whiteout” conditions. All travel emergency conditions, including rapid snow accumulation, icing (including “black” ice), sleet, and freezing rain, will be evaluated by school officials with input from police, highway departments, and bus drivers.

If a delayed opening is announced as opposed to a cancellation, school will begin and buses will run based on

the number of hours school is delayed. For example, if a two-hour delay is called, then school will begin two hours after the regularly scheduled opening of school.

A decision to close or delay school for the day will be made by 6:30 am. The television station that carries the “No School” announcement is [WMUR](#). The announcement will also be on Parent Square.

All educational community members will be notified of school cancellations or delays by phone via the Parent Square platform, typically between 5:30 am and 6:00 am.

If you drive your child to school and have concerns about the safety of driving on snow-covered roads, please take as much time as you feel is necessary to travel to school. If you feel that road conditions are hazardous, it is your decision to make if your child remains home for the day.

DELAYED OPENING SCHEDULES:

Gorham High School				Gorham Middle School		
Begin	End	Description	Bus To/From BHS	Begin	End	Description
	9:20:00 AM	<i>Bus departs for CTE @ Berlin</i>			10:10:00 AM	Entrance Bell
10:00:00 AM	10:15:00 AM	Entrance Bell		10:15:00 AM	10:25:00 AM	Advisory
10:15:00 AM	11:12:00 AM	Block 1	Depart 9:20, return 11:00 am	10:25:00 AM	11:00:00 AM	Block 1
11:15:00 AM	12:12:00 PM	Block 2	Depart 10:20, return 12:00 pm	11:02:00 AM	11:32:00 AM	Block 2
12:12:00 PM	12:37:00 PM	Lunch		11:34:00 AM	12:05:00 PM	Lunch (in Advisory)
12:39:00 PM	1:38:00 PM	Block 3	Depart 11:25, return 1:05	12:07:00 PM	12:37:00 PM	Block 3
1:40:00 PM	2:44:00 PM	Block 4	Depart 12:50, return 2:35 pm	12:39:00 PM	1:38:00 AM	Unified Arts
				1:40:00 AM	2:10:00 AM	Block 4
				2:12:00 AM	2:44:00 AM	FLEX

BERLIN		
Start	Stop	Description
9:38	10:37:00 AM	Block 1
10:41	11:41:00 AM	Block 2
10:46	12:46:00 PM	Block 3
1:15:00 PM	2:16:00 PM	Block 4

* All Blocks attended in Berlin

EARLY RELEASE

Early release days are marked on the calendar. These days are used for professional development.

EARLY RELEASE SCHEDULES:

Gorham High School				Gorham Middle School		
Begin	End	Description		Begin	End	Description
	7:10	<i>Bus departs for CTE @ Berlin</i>				
	8:00	Entrance Bell			8:00:00 AM	Entrance Bell
8:15:00 AM	9:02	Block 1	Depart 7:10, remain for Blk2	8:15:00 AM	8:25:00 AM	<i>Advisory</i>
9:05:00 AM	9:52	Block 2	Return 9:15	8:25:00 AM	9:07:00 AM	Block 1/3
9:55:00 AM	10:42	Block 3	No Class in Berlin	9:09:00 AM	9:53:00 AM	Block 2/4
10:45:00 AM	11:30	Block 4	No Class in Berlin	9:55:00 AM	10:42:00 AM	Unified Arts
11:30:00 AM	11:40	Lunch (pre-bagged)/Dismissal		10:45:00 AM	11:30:00 AM	Flex
				11:30:00 AM	11:40:00 AM	Lunch (pre-bagged)/Dismissal

BERLIN		
Start	Stop	Description
7:38	8:25	Block 1
8:30	9:15	Block 2
9:20	10:05	Block 3
10:10	11:00	Block 4

* Block 1 only attended in Berlin

DISMISSAL AND AFTER-SCHOOL ACTIVITIES

Our school day officially ends at 2:44 pm. Students should not expect to remain at school after this time unless they are participating in a supervised activity such as team practices, yearbook, drama, or detention. Each activity must be confined to the appropriate area of the school (classrooms for meetings, gym for athletics, etc.) and be supervised by an approved adult. It is not safe for students to roam throughout the building without supervision either before or after school.

No student is to leave school property without permission from the office. This is a suspendable offense. No student may be dismissed from school without the permission of their parent/guardian. If a student is to be dismissed, a written request from the parent/guardian must be brought to the main office of the Principal for approval prior to the time of dismissal. The parental request must state the reason for the student's dismissal, the date, and a signature.

Students dismissed for illness must first be seen by the school nurse, who is authorized to dismiss any student. If the nurse is not in attendance, the student must report to the Principal's office. The parent/guardian will be notified of the illness so that they can arrange transportation for the student.

Under no circumstances is a student to be dismissed into the hands of anyone other than the parents, unless properly authorized by the administration or school nurse.

Leaving school grounds during the school day without a teacher, parental, and administrative approval will result in an in-school suspension.

Sometimes adverse weather conditions may make it necessary to cancel all after-school activities. Once this decision has been made, no coach, advisor, or teacher may change it to schedule a practice or meeting. **There are no exceptions to this rule.**

PARENT SQUARE COMMUNICATIONS PLATFORM

In the case of early dismissal after school has begun, the Parent Square communications platform will be utilized. The principal will send out notifications via email and phone. Please make sure that your contact information is up-to-date in Alma: [GHS Alma](#) and [GMS Alma](#). If you need assistance, please contact the main office or the School Counseling Department

SIGN OUT BOOK

Any student leaving school property **must** sign the register located in the main office. No student may leave school without the express permission of their teacher, parent, and a school administrator.

BUS SCHEDULES

Bus routes and schedules will be published in the local newspaper and on the school website prior to the opening of school.

ATTENDANCE, ABSENTEEISM, TARDINESS AND TRUANCY

Please see the [State of NH Compulsory Attendance Law](#) for details on state law re: attendance.

ABSENCES

Please call the front office before 8:15 am if your child will be tardy or absent. The phone number is 603-466-2776.

The Board requires that school-aged children enrolled in the District attend school in accordance with all applicable state laws and Board policies. The educational program offered by the District is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress.

Attendance shall be required of all students enrolled in the District during the days and hours that school is in session, except that the Principal may excuse a student for temporary absences when receiving satisfactory evidence of conditions that may reasonably cause the student's absence.

The Board considers the following to be excused absences:

1. Illness
2. Recovery from an accident
3. Required court attendance
4. Medical and dental appointments
5. Death in the immediate family
6. Observation or celebration of a bona fide religious holiday
7. Such other good cause as may be acceptable to the Principal or permitted by law

Any absence that has not been excused for any of these reasons will be considered unexcused. An excused student will be allowed two (2) days for each day they have been absent to make up missed work.

In the event of an illness, parents must call the school and inform the District of the student's illness and absence. For other absences, parents must provide written notice or a written excuse that states one of these reasons for non-attendance. The Principal may require parents to provide additional documentation in support of their written notice, including but not limited to doctor's notes, court documents, obituaries, or other documents supporting the claimed reason for non-attendance.

If parents wish for their child to be absent for a reason not listed above, the parent must provide a written explanation of the reason for such absence, including why the student will be absent and for how long the student will be absent. The Principal will make a determination as to whether the stated reason for the student's absence constitutes good cause and will notify the parents via telephone and writing of their decision. If the Principal determines that good cause does not exist, the parents may request a conference with the Principal to again explain the reasons for non-attendance. The Principal may then reconsider their initial determination. However, at this juncture, the Principal's decision shall be final.

FAMILY VACATIONS/EDUCATIONAL OPPORTUNITIES

Generally, absences other than for illness during the school year are discouraged. The school principal or their designee may, however, grant special approval of absence for family vacations, family activities, and educational activities, provided written approval is given in advance. Parents are asked to obtain and complete a [Family Vacation Request/Notification form](#) and submit it to the office at least two weeks before the trip. This advance planning will allow the teacher enough time to work with parents and the student regarding homework completion.

TARDINESS

Arriving at school and class on time is imperative for a successful school career. If a student arrives **after 8:15 AM** (late bell), that student must report to the main office upon entering the building. Attendance will be taken at the beginning of each Block.

- Parents must call or send a note to the office to excuse the student's tardiness. Oversleeping or missing the bus are not considered valid excuses for being late for school. Notes from Dr.'s office, Dentist's offices, Therapist's offices, etc. are excused absences, as well as scheduled college visits and other professional appointments.
- A student who is tardy **three (3) times in a quarter** will receive an administrative consequence of a **30 minute administrative detention and loss of lunch privileges for a week**. The same consequences apply to the **fourth** and **fifth** tardies.
- A student who is tardy **six (6) times in a quarter** will receive an administrative consequence of a **60 minute administrative detention and loss of lunch privileges for the remainder of the quarter**. **Parents will be called to a meeting with the student and administration to discuss challenges, supports, and potential consequences for continued tardiness**.
- A student who is tardy **more than seven (7) times** will be required to arrive early to school for the remainder of the quarter and may receive an **administrative consequence**, to be determined by the administrator-
- Athletes may face additional consequences for any of the above as defined in the [Life of a Husky policy](#).

TRUANCY

Truancy is defined as any unexcused absence from class or school. Any absence that has not been excused for any of the reasons listed above will be considered an unexcused absence. **Ten half-days of unexcused absences during a school year constitutes habitual truancy.**

A half-day absence is defined as a student missing more than two hours of instructional time and less than three and one-half hours of instructional time. Any absence of more than three and one-half hours of instructional time shall be considered a full-day absence.

Students cutting class will be reported to the office by their teacher. The students will receive a zero for the class and any work missed. They will also receive administrative detention. The Principal, Dean of Students or Truancy Officer/Police is hereby designated as the District employee responsible for overseeing truancy issues.

For the protection of your children, **parents/guardians are requested to call the school after 7:00 am** if their child is going to be out of school that day.

An **excused student** will be allowed two (2) days for each day they have been absent to make up missed work. Any exceptions to the above policy must be reported by the student's teacher to the building administrators. If a student receives an unexcused slip, parents/guardians will be contacted by the Dean of Students. An attendance profile will be sent home to parents at report card time each quarter.

See [School Board Policy JH](#) for details about attendance, absenteeism and truancy.

STUDENT SERVICES



SCHOOL COUNSELING

The School Counseling services of GMHS offer pupils assistance in making appropriate choices of an academic, vocational, or personal nature. With this objective in mind, the School Counseling Department maintains individual cumulative record folders containing such items as biographical data, health records, grades, test scores, etc., assists the faculty in administering a comprehensive testing program; provides sources of information on schools, occupations, financial aid, and military services; assists students in selecting courses, occupations, and further education relative to their abilities and interests; counsels students individually and in groups concerning personal, academic, or vocational difficulties.

The School Counseling Department cooperates with parents, teachers, and local community agencies to provide an appropriate education for each child. Referral services are also provided to the proper agencies when further assistance is deemed necessary.

Students who are planning to attend college should plan their program carefully and seek the aid of guidance personnel. No capable student should look upon further education after high school graduation as an impossibility as there are various kinds of financial aid available such as scholarships or tuition grants, loans, and work-study programs.

Parents are encouraged to make an appointment with the School Counselor to discuss any issues surrounding their child's performance in school or preparations for post-secondary school life.

School Counselor - Trista Bruns -

trista.bruns@sau20.org

School Counselor - Matthew Saladino -

matthew.saladino@sau20.org

Administrative Assistant - Felicia Voisine -

felicia.voisine@sau20.org

Website - Visit the [GMHS School Counseling Website](#) for valuable resources.

Senior Website - Visit the [GMHS Senior Website](#) for resources for seniors.

CHANGE OF ADDRESS

Any student who changes their address or telephone number during the school year shall notify the School Counseling office immediately. This will enable the school to keep accurate records.

WITHDRAWAL FROM SCHOOL

Requests for withdrawal from school must be in compliance with State and Local regulations.

Any 18-year old student who desires to withdraw from school should notify the Principal/Assistant Principal and School Counselor of their intentions. Every attempt will be made to counsel the student on this decision. No student will be allowed to withdraw from school without written authorization from their parent/guardian. Failure to check out of school in this way will cause records to be incomplete. A student is financially responsible for all equipment that has been issued to them.

EXTENDED LEARNING OPPORTUNITY POLICY

GMHS students who choose to take an ELO, such as an online class in replacement of a regular education class during the school day, will work independently, in a designated location, during the time allotted to complete the same curriculum. The grade received from the approved university/institution, will be reflected on the student's progress reports and report cards. It is also expected that before a decision is made regarding a student taking an ELO, the student & parents meet with the school counselor and administration to gain approval.

LAW MANDATES RELEASE OF STUDENT NAMES TO THE MILITARY

In the *No Child Left Behind Act of 2002*, there is a provision that requires public secondary schools to release student directory information to military recruiters. Parents wishing to keep their child's personal information private must actively opt-out of the information release by a deadline early in the school year. To opt-out, please call the School Counseling Office at 466-3600 and speak with the Admin. Asst.



AFTER-SCHOOL HOMEWORK CLUB

The Middle and High Schools offer after-school assistance Mondays - Thursdays while school is in session from 2:45-3:45 PM (excluding Early Release Days) for students who would like to do their homework and/or those students who need help completing work. Students are expected to come prepared to work on homework. This is a voluntary service, but students may be required to attend if they demonstrate a pattern of incomplete and/or missing work. If you would like your child to participate, please contact your child's case manager.



HEALTH

ACCIDENTS AND ILLNESS

A school nurse is on duty at Gorham Middle High School. If an accident or sudden illness occurs, first aid will be administered, and the parents/guardians will be notified.

No student is to be released from school in the event of illness or accident unless an administrator deems immediate care is needed and/or is authorized to do so by a parent or emergency contact.

A student absent from school because of any contagious disease must obtain written permission from their physician to return to school .

NON-EMERGENCY SITUATIONS

Should a student require the nurse's attention, a teacher must give the student permission to see the nurse. Students returning to class must have a return pass signed by the nurse with the time of departure indicated.

EMERGENCY SITUATIONS

Should an emergency situation arise, the student will be taken directly to the nurse's office. In this situation, the injured student must be accompanied by the person in charge or by a student designated by the person in charge.

Students requiring medical attention when the nurse is not present should come to the main office. No student is to be in the nurse's office without the expressed permission of the nurse or the administration. Students found in the nurse's office without permission will be considered to be skipping class.

MEDICATION

The statutory requirements governing the practice of nursing limit the duties of a nurse with regard to medication to "carrying out treatments and medications as prescribed by licensed physicians." (Nurse Practice Act, Chapter 285, New Hampshire, 1947)

The GRS Cooperative School Board Policy regarding medication is as follows:

"Whenever it becomes necessary for a student to take a prescribed (by a physician) medication during the school day, the following guidelines should be followed:

Medication may be administered by the school nurse under written orders of a physician. Written permission by the prescriber must be obtained before medication can be administered, along with [written permission from the parent](#). It is the responsibility of either the physician or the parent to inform the school nurse in writing as to the necessity for the medication at school and under what circumstances such medication may be administered. Parents must drop off medications and permissions; please do not send in medication with your child.

In the absence of the school nurse, the building principal and/or his designee may assist the student in the taking of oral medications only.

Medication should be delivered in the original container properly labeled with the student's name, the physician's name, the date of the original prescription, name and strength of medication and directions for taking by the student. The medication should be delivered by the parent/guardian directly to the school nurse,

principal, or teacher in grades kindergarten through twelve (or age 18).” Over-the-counter medication must be in its original container and requires a written request from the parent/guardian indicating permission to administer.

This policy also extends to any school-sponsored activity, event or program. Appropriate disciplinary action will be taken by administration with all offenders.

PHYSICALS

All new students are required to have physicals prior to or upon entrance. The Board recommends that physical exams also be completed before entry into grades 4,7, & 10. The physical is a screening physical including a hematocrit (finger blood test), urinalysis, weight, height, blood pressure, and pulse. Students may have a physical by a physician of their choice. A report by the examiner is to be forwarded to the school. These physical examinations are mandated by state law for school attendance.

A medical examination is required before a student may participate in any athletic activity. The examination shall have taken place within one (1) year of the activity.

IMMUNIZATIONS

See [School Board Policy JLCB-R](#) for details about immunizations.

STUDENT ASSISTANCE PROGRAM

Student Assistance Programs (SAP) are one of the most comprehensive, evidence-based school approaches to preventing and reducing alcohol, tobacco, and other drug use. SAP Counselors (SAPs) meet with Middle and High School students to teach prevention education and coping skills. SAPs provide students an opportunity to talk about struggles, concerns, fears, and substance misuse in a safe and confidential space.

This [page on the School Counseling Website](#) is where you can find information on mental health and substance use disorders, as well as community resources that you can reach out to if you or someone you know is in need.

If you have any questions, you may contact:

Phil Rousseau
Student Assistance Provider
Gorham Middle High School
(603) 466-2776 ext 3311
philip.rousseau@sau20.org

STUDENT LIFE



ACCIDENT INSURANCE

The GRS Cooperative School District makes available a group insurance policy for all school pupils. For a small fee, a student is insured during school hours, to and from school, and during school sponsored events. A 24-hour protection plan is also available. All students participating in interscholastic sports shall be required to purchase the group insurance made available to them through the school or to provide proof of coverage under a comparable insurance policy.

ACTIVITIES

GMHS is a member of the New Hampshire Interscholastic Athletic Association (NHIAA). As a member, it competes in soccer, cross country, alpine skiing, basketball, hockey, softball, and baseball.

The following are activities which are also sponsored by our school: National Honor Society, Student Council, Drama, Yearbook, Cabaret, Strength Training, Odyssey of the Mind, Mountain Biking, YLTA, Math Team. Depending upon student interest, other activities may be offered.

Gorham Middle High School considers attendance and academics to be a priority for all our students who participate in our activities programs.

ANNOUNCEMENTS

Please check the GMHS Events & Sports calendars, which provide up-to-date schedules and announcements.

Verbal - Those who wish to have a verbal announcement read to the student body and staff are asked to submit them in writing to the main office before the end of the day (prior to 2:00 pm) the day they are to be read. Daily verbal announcements will be for items pertaining to that day's events only.

Posted– Announcements will be posted on the Parent Square.

BUSING

Bus transportation to and from school is provided to those who live outside the parameters of walking distance from school. Bus transportation is also provided for special events, field trips, and athletic events. Riding a public school bus is a privilege, and appropriate conduct is expected.

See [BUS BEHAVIOR/CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR](#) Policy for details.

CELL PHONE & MOBILE DEVICE POLICY

Cell phone use is prohibited in the classrooms, or during class instruction, whether on or off school campus. At times, teachers may allow students to utilize their cellular devices for instruction or other authorized purposes. These shall be the only exceptions and are allowed at the discretion of the classroom teacher. If a teacher requests that a student put away a phone, that request must be adhered to immediately. Failure to Comply and Disrespect will be the consequence for such action. *See discipline section, page 39.*

High school students are allowed to use their cellular phone after the bell has rung signifying that class has ended. Cellular phones can be utilized in between classes, during lunch break, or with permission from a teacher or administrator. Phone calls shall be made at the office with prior authorization from a teacher or administrator.

Videos or photographs shall not be taken during school hours while on school campus, unless prior authorization was provided by a teacher or administrator. Consent must be given by the person whose photograph is being taken, or is the subject of the video being made. The student(s) involved will be subject to disciplinary action for Failing to Comply and/or violation of student privacy. *See discipline section, page 39.*

In the **Middle School**, devices will be closed and/or off from the time the student enters the school building in the morning until the end of the school day unless being used for a teacher-led, academic purpose. Students found misusing technology (i.e. texting, social media, taking pictures) in class, in the bathroom, the halls or cafe during the school day will be subject to disciplinary action.

First Office Referral - Loss of device for the day.

Second Office Referral - Loss of device for the day and a 30 minute detention.

Third and all subsequent Office Referrals- 30 minute detention, loss of device for the day, call to parent or guardian.

Refusal to comply with any disciplinary consequence may have additional consequences up to and including out-of-school suspensions.

See [MOBILE TECHNOLOGY](#) Policy for details. Update mobile tech policy

DANCES

Gorham Middle High School offers the opportunity to have several school dances during the year. Police will be notified and students are reminded that school rules will always apply. Administration will allow these dances to continue as long as student behavior is appropriate. The only acceptable dancing at GMHS is face-to-face (bumping, grinding or moves overtly sexual in nature are prohibited). Students who dance inappropriately will be asked to leave the dance and school grounds.

DRESS INFORMATION

The school, in its effort to provide a clean, wholesome, educational atmosphere, reserves the right to expect students to meet minimum standards of dress, which includes personal appearance. We welcome and celebrate individuality and personal styles, but it is necessary that students' apparel and grooming be neat, clean, appropriate, not interfere with instruction, and remain in line with what is expected in a professional environment.

These are the guidelines for appropriate dress at GMHS.

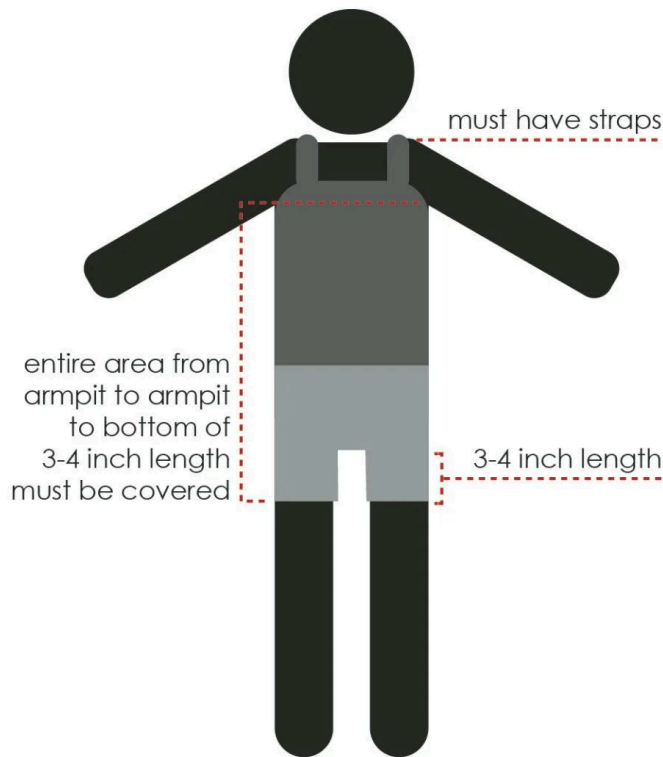
General:

- All clothing must be clean, neat and acceptable by school standards.
- Clothing that promotes the use of drugs, alcohol, sex, tobacco products, violence, vulgarity or discrimination is not allowed in school. Administration will have the discretion to state what is and is not appropriate should an issue arise.
- Please do not wear apparel that may be inherently dangerous or pose a threat to your or others' safety (ie. baggy clothing, dangling jewelry, spiked collars, long scarves), especially when engaged in lab classes, PE, Weight Training, and other activities where clothing or accessories may create hazards.

Specific Head to Toe:

- Hats and visors may be worn at the discretion of the classroom teacher. If a teacher requests that a student removes a hat upon entering the classroom, that request must be immediately and respectfully complied with, or the student will receive consequences for failure to comply and disrespect. See *discipline section page 39 for consequences*.
- Hoodies may be worn, but the hood must be off the head.
- No sunglasses are to be worn in school except with a written medical directive.
- Clothing must cover the body as depicted in the image below: straps at a minimum & covered from armpit to armpit for top wear, and at least 3-4 inches in length for bottom wear. If wearing a cropped top, an outer shirt must be worn and closed to cover the midriff.
- Spaghetti strap tops are not allowed. Straps should be about two fingers in width or greater.
- See-through garments are not permissible. This includes "A-shirts" (white, ribbed cotton tank top).
- Thigh-high stockings with shorts or short skirts/dresses are not allowed.
- Outerwear must always cover underwear.
- Outside clothing should be removed upon arrival.
- Trench coats are not allowed.
- No footwear is to be worn which could be destructive to or deface school property. Please have appropriate footwear if taking PE or participating in activities in the gym.

The GMHS dress code policy is in place both to support a wholesome educational atmosphere and to help students begin to understand the expectations of workplace dress. Our policies are modeled after those found in many workplace settings, and we strive to help students understand what may be expected of them when they enter the work world.



If a student's dress is deemed inappropriate by the above guidelines, the student will have **three options**: change into other clothing they have, change into clothing provided by GMHS, or call home and have a parent/guardian bring a change of clothing.

If the student refuses the above options, the student will be sent home and may be subject to disciplinary action for failure to comply. We always want students at school and learning, so we appreciate the support of parents and guardians in helping to uphold our dress policies.

ELEVATOR POLICY

Only people needing elevator assistance shall be allowed to use the elevator with one other person to assist.

EMERGENCY DRILL

Students are expected to comply with the procedures for any drill. When the alarm rings or directions are given over the intercom to evacuate the building, it is your duty to follow, without question, the directions of your teacher or the administration. The directions for leaving the building are posted in all classrooms. You should exit the building quickly and quietly with your teacher. You should treat every emergency drill as though there were an actual emergency.

FIELD TRIPS

Field trips are taken to enrich learning experiences and are considered a part of the course. Students going on field trips must supply, prior to the scheduled trip date, a permission slip/medical release form signed by their parent/guardian and are subject to school rules and regulations while on the field trip. Students, likewise, are required to bring a written excuse from their parents/guardians if, for good reason, they wish to be excused from attendance. Attendance on scheduled field trips is required. Students failing to attend a required field trip must come to school that day unless they are sick. Students may not drive themselves or others on field trips. Administration reserves the right to retain your child for behavior or academic concerns.

FUNDRAISING

The GRS Cooperative School Board policy limits fundraising activities. All [fundraising activities requests](#) must be approved by the principal before any fundraising plans are made.

HOMEWORK POLICY

It has been the practice of Gorham Middle High School that every student will be assigned homework on a regular basis. Homework is defined as class-related work completed outside of the classroom. The typical high school student can expect an average of 8 - 10 hours of homework per week, and the typical middle school student can expect an average of 5 hours of homework per week.

Homework responsibilities are as follows:

Student Responsibilities

- ◆ Make sure they understand homework assignments and due dates.
- ◆ Complete all homework assignments to the best of their ability.
- ◆ To obtain and complete missed assignments.
- ◆ To schedule a time for homework which is compatible.

Parent Responsibilities

- ◆ Provide and support an environment conducive to the student's successful completion of homework assignments.
- ◆ To encourage a positive attitude towards homework.
- ◆ To communicate concerns and questions regarding homework or missed assignments to teachers.
- ◆ To obtain missed assignments when necessary.

Teacher Responsibilities

- ◆ To inform students and parents of both courses and homework expectations.
- ◆ To provide purposeful, relevant, and clear assignments.
- ◆ To assign homework according to the age, maturity level, individual needs and interests of the students.
- ◆ To promptly correct all homework assignments and to return written work to the students.

It is the expectation of the administration and the faculty of Gorham Middle High School that students will do their homework in an effort to master the new skill. Failure to do so may negatively impact their success on an assessment of that skill.

If a student is unable—because of sickness or some other reason—to attend school, they may obtain assignments by first Checking Alma - [GHS Alma](#) & [GMS Alma](#) - and Google Classrooms for assignments. If other materials are required to complete work such as textbooks, novels or handouts, students may obtain these by: 1) having a friend pick up and deliver materials; or 2) having a parent/guardian pick up assignments at the reception area after calling ahead (before 8:30 am) to request this service.

INSTRUMENTS

Students who wish to bring instruments, other than the ones they play in band class to school, must get pre-approval from faculty or administration.

INTERNET ACCESS & USE

Please see [Internet Access & Use Policy](#) for details and sign and return Form A - [SCHOOL DISTRICT INTERNET ACCESS RELEASE FORM](#) - on page 48 of this handbook.

LOCKERS

Students are issued lockers and are reminded that they are for coats, books, lunches and school materials. If you need to store something too large or too valuable for your locker, please ask the office to hold it for you.

Remember, Gorham High School accepts no responsibility for the loss, theft or damage to any personal items brought to school. You are encouraged to lock your locker, be cautious in storing your possessions and use discretion in revealing your locker combination. The school reserves the right to search a student's locker at any time if it is felt necessary to maintain the integrity of the school environment or to protect other students.

All items must be able to fit in the student's locker. No one will be allowed to store/leave anything on the hallway floors. That is dangerous and against the State of New Hampshire fire regulations.

Gym and athletic lockers will be assigned by the Physical Education Department and are subject to the same rules/regulations as above.

LOCKER SEARCHES

Administrators may search a student's locker and seize any illegal materials. Such materials may be used as evidence against the student in disciplinary proceedings. Prior to a locker search, a student shall be notified and given an opportunity to be present at the search. If, however, school authorities have a reasonable suspicion that the locker contains materials that pose a threat to the health, welfare and safety of students in our school or the school environment, a student's locker may be searched without prior warning.

Students can expect higher levels of privacy with their personal belongings. However, purses, book bags or automobiles may be searched if school officials have individualized suspicion that the student in question has broken a law or school rule.

LOST AND FOUND

Any items of value which are found should be taken to the main office where they will be kept for 24 hours. After 24 hours any items not claimed will be given to the custodians to place in lost and found. Students who have lost or misplaced a book, a backpack, or other item should report the loss immediately to the main office.

PASSES & SIGN OUT SHEETS

Students arriving late to school are required to obtain from the office a pass to their first class.

If a student visits the nurse, school counselor or the office during the school day, the nurse, counselor or office personnel will send the student to class with a signed pass to excuse their tardiness.

If a student uses the restroom or visits the nurse during class, they must sign out on the classroom sign-out sheet and sign in upon return. Sign-out and -in times must be recorded, as well as the destination.

PRIVILEGES - HIGH SCHOOL LUNCH

High School students may earn privileges during lunch. The program is based on seniority, as well as positive attitude and effort on the part of the students. It has been extremely successful and we plan to continue the seniority system of privileges program.

The plan gives more privileges to students as they progress through the school. Seniors may leave campus for lunch. Juniors may leave campus for lunch beginning the second quarter, sophomores beginning the third quarter, and freshmen beginning the fourth quarter.

Students are not allowed in the parking lot unless approved by the administrator on lunch duty.

Once a student has been approved for the program they will remain so for the entire school year unless their privileges have been revoked. **Revocation of privileges may result from failing grades or disciplinary action taken for violations of the student code of conduct.**

Complete and submit this form to request privileges. [Privilege Request Application Form](#)

PRIVILEGES - HIGH SCHOOL PARKING & STUDENT DRIVERS

High School students will be allowed to park in the main parking lot once a [parking application](#) has been completed, signed by a parent or guardian, and submitted to the office staff or administrators. Students will be provided with a hangtag for their vehicles. This hangtag must be displayed at all times when parked in the GMHS lot. You will not receive a hang tag for parking unless the parking application has been properly completed, signed and submitted.

There are no assigned parking spots. They are first come, first serve. Students may not park in the designated Visitor's spots or the back parking lot, which is reserved for teacher parking.

Those students who drive to Berlin High School or to other locations for any class shall not provide transportation for others **without** [written prior approval from parents of both the driver and passenger](#). To ensure student safety, administration will warn offenders the first time. Any subsequent occurrence may lead to the revocation of school driving privileges for the remainder of the school year.

- ◆ GMHS will not be held liable for any theft of property, vandalism or damage incurred to any vehicle or contents while parked on or removed from school property.
- ◆ After a student has arrived at school, he/she may not return to their vehicle without permission from an administrator.
- ◆ GMHS parking privileges may be revoked or suspended by the administration for the following reasons:
 - a) Reckless driving,
 - b) Chronic or habitual school tardiness,
 - c) Parking in the faculty parking area, or
 - d) Parking anywhere except on the paved parking lot.

PUBLIC DISPLAYS OF AFFECTION

GMHS guides students in preparing for young adulthood, and practicing professionalism at school includes establishing the expectations one will find in the workplace. The school, school grounds, school buses, or school activities are no place for public displays of affection. Students who insist on such practices will be subject to disciplinary actions and parents/guardians will be notified.

SALES

School policy is very definite regarding the collection of money from pupils in the high school. Money may not be collected or items sold without prior approval of the administration. No unauthorized solicitation sponsored by the staff or students may take place within the school.

SENIOR CONTRACTS & END OF YEAR ACTIVITIES

All seniors sign a contract at the beginning of the year that outlines the expectations of our most upperclassmen. A commitment to attendance, academic integrity & performance, and appropriate & upstanding conduct, is expected. Violations of any of the above may cause a senior to lose the privilege of attending some or all of the end-of-year activities, including prom, the senior class trip, and the graduation ceremony.

TELEPHONE USE

There are telephones located in each classroom to be used at the teacher's discretion. **Telephone calls should be made at the Main Office using the school's telephone or student cell phone.** Emergency messages will be relayed to students via the Main Office. Parents are requested to call the front office and limit messages for students to essential information so that classes will be disrupted as little as possible. Otherwise students can make phone calls from the Main Office, with prior authorization and in situations that are deemed exigent.

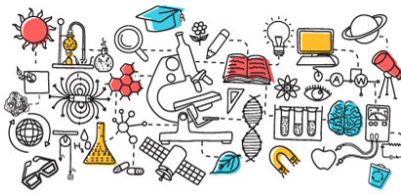
Parents/Guardians are asked to not text or call your child's cell phone during the day. Please call the front office if you need to speak with or get a message to your child. Thank you for helping uphold our policy.

VISITORS

To ensure student safety and building security, all visitors must be granted permission to be in school by a building administrator and register in the main office upon arrival.

WORK PERMITS

Permission to work is required in the State of New Hampshire until the age of 16. Any questions regarding working papers should be addressed to the administrative assistant in the Main Office. Remember, permission can be revoked if work interferes with your schooling in any way.



Middle School

MIDDLE SCHOOL

WHAT IS A MIDDLE SCHOOL?

As you settle into the Gorham Middle School, you'll soon notice that our program is designed especially for students your age. It's different from the elementary school you just left, and it's also quite different from the high school you will someday attend.

The time you spend at Gorham Middle School will be a time to explore. Start with yourself: discover new skills, develop new interests, find new friends, and learn to succeed in new areas. We want to help you to discover all of your potential. This is the time to expand your knowledge. At our middle school you will learn many different ways. Sometimes you will learn from information your teacher gives you. Sometimes you will work by yourself. There will be times when you will work with your friends. Group and class projects will teach you many skills including how to work well with others.

One aspect of our school is easy to learn: Gorham Middle School is a busy, friendly, and a GREAT place to grow and learn about yourself and the world around you.

The Gorham Middle School consists of a team of eight teachers and a school counselor serving approximately 120 students. The team meets twice a week to plan and coordinate programs, activities, and interdisciplinary curriculum. The team concept facilitates parent/student/teacher communication as well as communication and coordination among teachers, administration and support staff.

TRANSITION FROM FIFTH TO SIXTH GRADE

In order to ensure a smooth transition for students and their parents between the elementary school and the middle school, a number of activities are scheduled.

Step-Up Day: In May, fifth graders come to Gorham Middle School and are welcomed by the principal, dean of students and guidance counselor and then meet with their homeroom teachers for the upcoming year. During the summer a letter is sent home to the parents of all incoming sixth graders designating the academic materials that all students should bring with them to school, thus allowing parents plenty of time to purchase necessary notebooks, writing utensils, and so forth.

The administration is available during the summer to answer any questions that sixth grade parents may have and to welcome parents and children who may have recently moved to the area. Before the school year begins sixth grade parents and their children are invited to an informal, evening open house to acquaint everyone with the building, with each individual classroom, and with the sixth grade team.

Permanent records are transferred from the elementary school to Gorham Middle School.

MIDDLE SCHOOL PROGRAM OF STUDIES

Follow this link to see detailed information about the [Middle School Program of Studies](#).

TRANSITION FROM THE MIDDLE SCHOOL TO THE HIGH SCHOOL

Step-Up/Informational Gathering for Parents of Students Entering 9th Grade in the Fall: Parents meet with the administration and guidance where they are given an overview of the 9th grade program (including the curriculum, extracurricular activities, and social events). The administration and guidance to answer any questions that parents may have concerning any other aspects of the freshman year. The Guidance Counselor will meet with all 8th graders to determine each student's ninth grade schedule and to field questions concerning the freshman year at Gorham High School.

GORHAM MIDDLE HIGH SCHOOL ATHLETIC PROGRAM



Any eligible student may try out for the various athletic teams. Our goal is to give every student an opportunity to participate. We engage in competition from the seventh through twelfth grade. Students are also encouraged to participate as managers. These positions are considered an integral part of athletics.

Students involved in athletics and various school activities need the encouragement and support of their parents/guardians. We hope that parents/guardians become involved in the activities of their children.

All athletes are financially responsible for any lost/damaged equipment which they are assigned.

All athletes are required to receive a physical examination by a medical doctor prior to participating in the athletic program and have on file a signed [GMHS Athletic Contract](#).

In order to be eligible for that day's games/contests, athletes must arrive at school no later than 30 minutes after the start of the school day (not including excused tardiness, i.e. documented doctor's visit).

ATHLETIC OFFERINGS

Fall Sports

Golf
Soccer

WINTER SPORTS

Alpine Skiing
Basketball
eSports
Hockey

SPRING SPORTS

Baseball
Softball
Track & Field

LIFE OF A HUSKY



Please complete the [GMHS Athletic Contract](#) if you plan to participate in school athletics.

PHILOSOPHY AND EXPECTATION FOR GORHAM MIDDLE AND HIGH SCHOOL ATHLETES

The Gorham Randolph Shelburne Cooperative School District believes its student athletes should be model sportspersons on the field of play and model school/community citizens. The district also believes the student/athlete is a special person, for the student/athlete tacitly accepts a responsibility not required of, nor asked of, other students. That special responsibility and honor is the willingness to let one's performance on and off the field of competition be judged as the standard of excellence in our towns and in our school.

School district citizens support sports activities as a means of recognizing talent, morals, ethics, and maturity. The citizens of the Gorham Randolph Shelburne Cooperative School District simply want their student athletes to use interscholastic sports competition as a means of becoming better people by learning the equally difficult lessons of dignity in defeat and grace in victory.

The following Code of Athletics has been developed for **all Student Athletes of Gorham Middle and High School**. The code indicates certain criteria of behavior as well as eligibility requirements. It is expected that all athletes will abide by these standards and by additional requirements of individual coaches. In addition, it is most important to reaffirm our position that academics take top priority and athletics are an extension of the classroom experience which provide the opportunity to enhance the educational process here at GMHS.

By agreeing, signing, and returning the guidelines outlined in the Philosophy and Expectations of Sport for Gorham Middle High School Athletes, it is to be understood violations of these requirements will result in

penalties outlined in the codes and be administered by the Coach, Athletic Director, Administration, or Appropriate School Official (ASO).

IMPORTANT: See [LIFE OF A HUSKY Policy](#) for details. All athletes and parents are required to read this policy, sign an athletic contract, and attend a meeting prior to the season.

GMHS DISCIPLINE POLICIES AND PROCEDURES

STUDENT DUE PROCESS RIGHTS

Students facing discipline will be afforded all due process rights given by law. The Superintendent or their written designee is authorized to suspend any student for ten days or less for violations of school rules or policies. Should the Superintendent desire to suspend a student for more than ten days, such student will be afforded a hearing. This hearing shall be conducted and a decision shall be issued by a different administrator than the administrator who suspended the pupil for the first ten days. In addition to the provisions of this policy, the Board recognizes the application of all pertinent provisions of [RSA 193:13](#) and associated Department of Education rules.

PARENT CONFERENCES RE: DISCIPLINARY ISSUES

Conferences between school personnel and parents/guardians in regards to disciplinary problems are encouraged. It is required that all conferences be by appointment. Appointments can be made by phoning the high school office at 466-2776.

TIERED DISCIPLINE SYSTEM

Gorham High School approaches discipline using a tiered system, which allows disciplinary action to be administered by faculty and staff according to the level of infraction.

	Tier 1 Managed by Classroom Teacher Behavior Documentation Form	Tier 2 Referral to office Form for Teacher (ODR)	Tier 3 Immediate Administrative Assistance
Behavior	<p><u>Examples of Minor Student Behavior refer to Behavior Documentation Form</u></p> <p>Disrespect: <i>Any verbal and/or nonverbal behavior that stops/interrupts your flow at any time.</i></p> <p>Disruption: <i>Any word verbal and/or nonverbal behavior that directly violates the way you have defined and taught respect in this environment.</i></p> <p>Refusal: <i>Any verbal and/or nonverbal behavior that presents a failure to follow a direction or follow through on a task.</i></p> <p>Safety: <i>Any verbal and or nonverbal behavior that presents direct harm to self or others.</i></p>	<p><u>Examples of Office Level Behavior</u></p> <p>Three Tier 1 behaviors that have been addressed and continue.</p> <p>Damaging property Severe abusive/ profane language Skipping or leaving class without permission Display of patently offensive material Disruptive conduct Forgery / Cheating/Plagiarism Harassment: bullying / sexual Indecent (obscene) gesture Insubordination Intimidation Open defiance / willful disobedience Plagiarism / cheating Possession of a prohibited item Stealing/Theft School conduct/safety/policy violation Truancy</p>	<p><u>Examples of Serious incidents requiring immediate attention</u></p> <p>Alcohol / drugs / vape, Juul, tobacco Arson Assault / Fighting Bomb threat Extortion False fire alarm Explosives Indecent exposure Major, room clearing disruption Major theft / vandalism Threat of violence Weapons</p>

Corrective Action Steps	<ol style="list-style-type: none"> 1. Student completes Tier 1 Behavior Reflection form 2. Student remains in class 3. Teacher calls home at their discretion or has the student call home in their presence 	<ol style="list-style-type: none"> 1. Use judgment - Send students to office only if violation interferes with instruction 2. Teacher completes Tier 2 ODR (Office Discipline Referral) form 3. Student meets with Dean of Students 4. After school detention or restorative justice 5. Disruption: Escorted cool down walk 6. Investigation started for: harassment, theft 	Determined by the Dean of Students according to student handbook and district policies
Administrative Responsibilities	<p>Handled within classroom</p> <p>Staff email, IM or in-person to Dean of Students to give a heads-up if behavior is repetitive</p>	<p>Dean of Students</p> <ol style="list-style-type: none"> 1. Consults teacher about referral 2. Contacts home 3. Resolves incident within 2 days 4. Follows policies outlined in handbook 5. Informs teacher of outcome as appropriate 	Dean of Students and Principal

VIOLATIONS OF CONDUCT & DISCIPLINARY ACTIONS

DISCIPLINARY ACTIONS

Please see the [SAU 20 School Board Policies](#) for detailed regulations and procedures.

DETENTION

Detention may be assigned by a teacher or administration.

STUDENT DETENTION BY TEACHER

Discipline originates with the teacher and it shall be the responsibility of the student to comply with the requirements set by the teacher. The teacher will notify the student of the date and time the student is to stay. Bus students will be given a 24-hour notice to arrange for transportation.

ADMINISTRATIVE DETENTION & RESTITUTION

When required to serve an Administrative Detention, students will report to the office at dismissal, and the Dean of Students or GMHS staff, will supervise a detention, which may include restitution. Restitution is making up for something that was lost...time, property, trust. It asks one to think about what one did, who it affected (including yourself), the results, and why another choice would have had a better outcome for everyone

The following behaviors and/or actions may result in a detention:

- Cell Phone Display or Use
- Disruptive Behavior
- Disobedience or Defiance
- Dress Code Violation
- Excessive Tardiness (see Tardiness Policy)
- Failure to Comply with Detention Rules
- Failure to Comply with a Request
- Inappropriate Gestures
- Leaving Class without Permission
- Misuse of School Property
- Public Displays of Affection (PDA)
- Skipping Class
- Skipping Detention (results in two detentions)
- Sleeping in Class
- Swearing

IN-SCHOOL SUSPENSION - ISS

In-School Suspension may be required by administration for a more serious violation. The following behaviors and/or actions may result in in-school suspension for one or more days:

- Cell Phone Display or Use after Two Violations
- Destroying School Property

- Defiance or Insubordination
- Directing Profanity to a Student or Staff Member
- Failure to Comply with Detention Rules Twice
- Failure to Comply with a Reasonable Request
- Fighting
- Gambling
- In the presence of vaping/smoking/drugs/alcohol & not reporting it
- Indecent Exposure
- Inappropriate Use of Technology
- Leaving School without Parental and Administrative Permission - 2 (two) days ISS
- Misconduct at School Functions
- Misuse of School Property
- Skipping Two Office Detentions
- Stealing
- Threatening a Student or Staff Member

OUT-OF-SCHOOL SUSPENSION -OSS - AND EXPULSION

Out-of-School Suspension may be required by administration for a serious violation. The following behaviors and/or actions may result in an out-of-school suspension:

- **Bomb Threat/Threat to School Community** - Ten (10) day out-of-school suspension with a recommendation to the Superintendent to extend the suspension beyond ten (10) days and/or possible expulsion. Police will be contacted. The Superintendent may recommend expulsion by the School Board.
- **Consumption or Possession of Illegal Substances - Alcohol/Smoking/Vaping/Possession of Tobacco Products, Vapes or Juuls** - In accordance with state and federal law, smoking or possessing tobacco, vapes, or juuls is not permitted for anyone in the school building, on school grounds, at school events home or away, or on school field trips. Students caught smoking or possessing tobacco, vaping products or juuls in the building or on school property will be suspended for up to three (3) days. Drugs/Alcohol incur up to five (5) days.
- **Destroying of School Property** -
 - First Offense - restitution and may bring an in or out-of-school suspension.
 - Second Offense - restitution and an increased amount of in or out-of-school suspension.
- **Discharging of Fireworks** - Five (5) day out-of-school suspension.
- **False Fire Alarm** - Ten (10) day out-of-school suspension with a recommendation to the Superintendent to extend the suspension beyond ten (10) days. Police will be contacted.
- **Fighting** - Depending on circumstances, fighting may bring a three (3) day in school suspension to five (5) day out-of-school suspension. In the event of a fight, students are advised to move away from the area of the disturbance, tend to their own business and not interfere with administrators or teachers who are dealing with the situation. Hindering school officials and refusing to leave the scene when asked to do so are violations of this policy. Students who instigate fights but are not actively involved (that is, students who carry rumors, put others up to fighting, or carry information back and forth between other individuals who subsequently fight) may subject themselves to the same or similar penalties as those who are involved in the fight. Individuals who violate this policy will be subject to some form of discipline.
- **Gross Misconduct** - In the case of gross misconduct, individuals who neglect or refuse to conform to reasonable school rules, engage in acts of theft, destruction or violence as defined in RSA 193:D:1, or are found in possession of instruments intended to intimidate or harm self or others will result in both disciplinary action and notification of the police. Suspension or expulsion from school could result.
- **Inappropriate Use of School Technology** - Inappropriate use/handling of our computers, the internet or intranet may bring up to a five (5) day out of school suspension. Police contact and if need be

financial restitution to the school district may also be necessary.

- **Misconduct at School Functions** - It must be remembered that the participation in school functions is a privilege, not a right. We expect students of Gorham High School to adhere to all school rules while attending any school function. Misconduct may result in ISS or OSS.
- **Stealing** - Up to a three (3) day out-of-school suspension.
- **Striking an Employee or Volunteer** - Ten (10) day out-of-school suspension with a recommendation to the Superintendent to extend the suspension beyond ten (10) days and/or possible expulsion. Police will be contacted.
- **Weapons** - up to ten (10) days out of school suspension and potentially expulsion; consequences will be relative to circumstances and factors

Athletes may face additional consequences for the above as defined in the [Life of a Husky policy](#).

NOTE: The administration reserves the right to take disciplinary action against any student who disturbs the educational process in any manner not referred to above. Remember – there is no appeal process for a suspension of ten (10) days or less.

ACADEMIC VIOLATIONS

CHEATING

Zero for work; parent contact made by a staff member, meeting with the Dean, & restitution.

PLAGIARISM

Plagiarism is cheating. It is literary theft. Plagiarism as defined by Purdue Online Writing Lab is “the uncredited use (both intentional and unintentional) of somebody else's words or ideas.” At the college or university level, plagiarism is cause for course failure and even expulsion. At Gorham High School, proven plagiarism will result in **at least failure on the assignment. Plagiarism has also been cause for failure for a term.**

Athletes may face additional consequences for the above as defined in the [Life of a Husky policy](#).

BULLYING, HARRASSMENT, SEXUAL HARASSMENT, CYBER-BULLYING AND INTERNET THREATS

Reports and/or allegations of Bullying, Harassment, Sexual Harassment, Cyber-Bullying and Internet Threats will be addressed in accordance with the provisions of Board Policy JICK. Depending upon the circumstances resulting from bullying, harassment, and violence investigation, a warning, suspension or expulsion may occur. See [SAU 20 School Board Policy JICK](#) for details and procedures.

ARTIFICIAL INTELLIGENCE (AI)

School Administrative Unit 20 strictly prohibits the use of AI applications and platforms for cheating, plagiarism, or any other form of academic dishonesty. Students found using AI inappropriately will face disciplinary actions, which may include loss of privileges to use AI tools, academic penalties, suspension, or other measures as deemed appropriate by school administration. It is crucial for students to use AI ethically and responsibly, adhering to the school's academic integrity policies.

See [ARTIFICIAL INTELLIGENCE \(AI\) INFORMED CONSENT AND RELEASE POLICY](#) for details.

SCHOOL BOARD POLICIES

PUPIL SAFETY AND VIOLENCE PREVENTION

BULLYING, HARASSMENT, AND VIOLENCE

The District will investigate all components, formal or informal, verbal or written, of bullying, harassment or violence and discipline any student or employee who harasses or is violent to a student or employee of the District. For complete information, please refer to the School Board Policy section of this handbook. The GRS Cooperative School District has zero tolerance for these behaviors.

STATEMENT OF PURPOSE, INTENT AND SCOPE

I. All pupils have the right to attend school and school-sponsored activities that are safe, secure and peaceful environments. Pupils should be protected from all forms of physical, emotional, and psychological bullying and cyber-bullying.

II. Bullying in schools has historically included actions shown to be motivated by a pupil's actual or perceived race, color, religion, national origin, ancestry or ethnicity, sexual orientation, socioeconomic status, age, physical, mental, emotional or learning disability, gender, gender identity and expression, obesity, or other distinguishing personal characteristics, or based on association with any person identified in any of the above categories.

III. It is the intent of this policy to protect children from physical, emotional and psychological harm by addressing bullying and cyber-bullying of any kind in our district/school, and to prevent the creation of a hostile educational environment. All pupils are protected under this policy, regardless of their legal status.

IV. This policy applies to pupils, school district employees, regular school volunteers, coaches, and persons who have contact with pupils in connection with school classes, activities and programs. Bullying and cyber-bullying outside of school activities or off school premises is subject to this policy as set forth herein.

See [BULLYING, HARASSMENT, AND VIOLENCE](#) Policy for details, definitions & procedures.

SEXUAL HARASSMENT AND SEXUAL VIOLENCE - STUDENTS

PURPOSE

The purpose of this policy is to maintain a learning environment that is free from sexual harassment and violence, or other improper or inappropriate behavior that may constitute harassment as defined below. Any form of sexual harassment or violence is strictly prohibited. It is a violation of this policy for any student to harass another student through conduct or communication of a sexual nature as defined by this policy. It is a violation of this policy for any student to be sexually violent toward another student. The District will investigate all complaints, either formal or informal, verbal or written, of sexual harassment or sexual violence and will discipline any employee who sexually harasses or is sexually violent toward another student.

See [SEXUAL HARASSMENT AND SEXUAL VIOLENCE - STUDENTS](#) for details, definitions & procedures.

STUDENT CONDUCT AND DISCIPLINARY PROCEDURES

STUDENT CONDUCT

Inappropriate student conduct that causes a material and substantial disruption to the school environment, interferes with the rights of others, or presents a threat to the health and safety of students, employees, and visitors on school premises is prohibited. Students are expected to maintain appropriate classroom behavior that allows teachers and staff to perform their professional duties effectively and without disruption.

Students will conduct themselves in a manner fitting to their age level and maturity and with respect and consideration for the rights of others while on school district property or on property within the jurisdiction of the school district; while on school owned and/or operated school or chartered vehicles; and/or while attending or engaged in school activities. Additionally, students may be disciplined for off-campus conduct. Consequences for misconduct will be fair and developmentally appropriate in light of the circumstances.

Students who fail to abide by this policy and the administrative regulations supporting it, may be disciplined for conduct which disrupts or interferes with the education program; conduct which disrupts the orderly and efficient operation of the school district or school activity; conduct which disrupts the rights of other students to participate in or obtain their education; conduct that is violent or destructive; or conduct which interrupts the maintenance of a disciplined atmosphere. Disciplinary measures include, but are not limited to, removal from the classroom, detention, suspension, probation, and expulsion.

See [STUDENT CONDUCT](#) Policy for details and definitions.

OUT-OF-SCHOOL ACTIONS

The Board recognizes that out-of-school and off-campus student conduct is not normally the concern of the Board. However, the Board also recognizes that some out-of-school and off-campus conduct may have an adverse effect upon the school, school property, or school staff.

Therefore, it shall be the policy of this Board that the Board or school administrators may impose disciplinary measures against students for some out-of-school or off-campus conduct.

See [OUT OF SCHOOL ACTIONS](#) Policy for details.

BUS BEHAVIOR - CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR

Strict attention to these rules will be expected of each student because the safety of passengers, the general public, and the driver is at risk when destructive and disruptive behavior occurs.

Safety Rules

- Younger students shall sit in the front seats unless otherwise directed by the bus driver.
- Remain seated at all times except when leaving the bus.
- Keep arms, legs, hands, and feet out of the aisle when seated.
- Keep arms, hands, feet, and heads inside the windows.
- Keep all personal belongings out of the aisle.

THE FOLLOWING ARE NOT ALLOWED:

- Throwing anything inside the bus or out the windows.
- Shouting and screaming on the bus.
- Eating or drinking on the bus.
- Possession of dangerous objects including knives, guns, lighters, aerosol cans.
- Possession of controlled substances including alcohol, drugs, and tobacco.
- Physical or verbal abuse of anyone.
- Standing, kneeling, or moving within the bus while it is moving.
- Leaving the bus except at the assigned stop or with special permission.

See [BUS BEHAVIOR/CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR](#) for details.

DRUG & ALCOHOL POSSESSION AND/OR USE

Any student found to be in possession of drugs and/or alcohol will be subjected to up to five (5) day out-of-school suspension. Further assessment, testing and/or treatment before the student may return to school may also be required.

When a student is suspected of using an illegal substance, he/she will be brought to the school nurse's office for an assessment. This assessment may include the taking of vital signs and either part or all of the D.U.I. Detection and Standardized Field Sobriety Test. A student who fails to comply with the assessment requirement will be suspended from school for up to five (5) days.

Following this assessment the parent(s) will be notified of the results. If the student is determined to be impaired, a recommendation will be made for other options, which may include further assessment, testing and/or treatment before the student may return to school. The Gorham Police Department may also be called.

See [NH YOUTH ACCESS TO TOBACCO LAW](#)- for details.

HAZING

It is the policy of the District that no student or employee of the District shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned by the Board of Education shall engage or participate in hazing.

For the purpose of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned by the Board of Education.

See [HAZING](#) Policy for details.

INTERNET ACCESS & USE

Purpose: The purpose of the Acceptable Use Procedures is to provide the procedures, rules, guidelines, and the code of conduct for the use of technology, electronic data and the Internet.

Objective and Definition: The objective of electronic information security is to ensure data continuity and minimize damage by preventing, controlling and minimizing the impact of security breaches. The purpose of this procedure is to protect the GRS Cooperative School District's various electronic information resources from threats, whether internal or external, deliberate or accidental. Electronic information resources are defined as all of the District's computer equipment, including any desktop or laptop computers and all hardware owned or leased by the District; the GRS Cooperative's computer network, and any computer software licensed to the GRS Cooperative District; and stored data. The policy shall apply to all users, whether or not affiliated with the GRS Cooperative District, of GRS Cooperative District electronic information resources as well as to all uses of those resources, wherever located including data in school administrative, medical, student achievement and/or special education databases.

See [INTERNET ACCESS & USE](#) Policy for details.

The District reserves the right to remove a user's account if it is determined that the user is engaged in unauthorized activity or is violating this code of conduct.

MOBILE TECHNOLOGY POLICY

As citizens of the 21st century, we understand the importance of technology and the communication it allows us. However, we also understand that these devices can sometimes be as distracting to the educational process as they are helpful. That said, we require students to act respectfully and behave responsibly, in regard to cell phones, iPods, MP3 players, laptops, Chromebooks and other technology. In practicing respectful and responsible use, we hope that students will learn to monitor their behavior, learn proper technology etiquette, and make the best use of instructional time.

There is a time and a place for everything. Devices will be closed and/or off from the time the student enters the school building in the morning until the end of the school day unless being used for a teacher-led, academic purpose. Students found misusing technology (i.e. texting, social media, taking pictures) in class, in the bathroom, the halls or cafe during the school day will be subject to disciplinary action

First Office Referral - Loss of device for the day.

Second Office Referral - Loss of device for the day and a 30 minute detention.

Third and all subsequent Office Referrals- 30 minute detention, loss of device for the day, call to parent or guardian.

Refusal to comply with any disciplinary consequence may have additional consequences up to and including out-of-school suspensions.

See [MOBILE TECHNOLOGY](#) Policy for details.

SUSPENSIONS

Gorham High School imposes suspensions as a consequence for inappropriate behavior. Suspensions will be stipulated as in-school or out-of-school, depending upon the administrative decision. Suspended students are not allowed to use school transportation or to be on school property during the suspension. Students who are suspended are not permitted to attend school functions, participate in games, practices, rehearsals or performances. Further, should the suspension include a school vacation, the student will not be allowed to attend or participate in any school function, games, practices, rehearsals or performances.

See [SUSPENSION](#) Policy for details.

Students and parents should be aware that school infractions which are also crimes will be reported to the Gorham Police Department. For example, according to state law (RSA 78:12-6) "No person under 18 years of age shall purchase, use, or possess tobacco products." Similarly, since Gorham High School is a designated Drug-Free Zone, any person who violates the law (RSA 318:B:26) is subject to state and local police sanctions as well as school disciplinary measures. The Safe Schools legislation which took effect in September 1994 states: people who are found to be in possession of guns or other weapons in school or on school grounds will be expelled from school and be prosecuted on criminal charges. The Gorham Randolph, Shelburne Cooperative School District will not tolerate this behavior.

See [STUDENT DUE PROCESS RIGHTS REGARDING SUSPENSION AND EXPULSION](#) Policy for details.

MEMORANDUM OF UNDERSTANDING WITH THE GORHAM POLICE DEPARTMENT

It is the intention of the Gorham Police Department and the GRS Cooperative School District to work in a joint cooperative effort to provide a safe and healthy school environment for the students, staff members, and visitors. We intend to do this in compliance with New Hampshire RSA 193-D, Safe School Zone, as amended. The full Memorandum of Understanding is available upon request.

SAFE SCHOOL ZONE

Policy Purpose: Each student has the right to attend the public school and its activities without fear of personal harm and violence. This policy is adopted in compliance with the federal "Gun-Free Schools Act of 1994" and Chapter 193-D of the Statutes of the State of New Hampshire (revised).

See [SCHOOL SAFE ZONE](#) Policy for details.

COMPLAINT RESOLUTION

It is the belief of the School Board that complaints are effectively and quickly resolved if they are directly dealt with between the individuals involved. Therefore, complaints should be discussed in a personal conference with the teacher or other staff member involved as soon as possible after the cause for the complaint.

When the nature of the complaint dictates otherwise or when it cannot be resolved between the parties, a conference should be scheduled with the building principal. If the building principal or an SAU #20 administrator is the cause of the complaint, a conference should be scheduled with the Superintendent of Schools.

It is expected that most complaints will be resolved satisfactorily through these procedures. However, in the event that a complaint is not resolved or if the complaint involves the Superintendent of Schools, a written appeal may be made to the School Board and the Board will set a date for a hearing on the complaint. The written appeal should include the rule, decision, action, or failure to act that is the source of the complaint.

Since all such hearings involve issues of a personal nature (either directly or indirectly), all hearings will be routinely in non-public session. Individuals may be represented by counsel, may present witnesses and/or documentary evidence, and cross-examine witnesses. The Board shall, within a reasonable time after the hearing is completed, give its decision in writing.

NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams.

See [NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT](#) for details.

These rights transfer from parents to a student who is 18 years old or an emancipated minor under State law.

AGE OF MAJORITY

Gorham Middle High School recognizes the transition to adult status of a student who becomes 18 years of age during their high school years. 18 year old students are subject to the same regulations and school rules as all other students. Only in cases where the student maintains documented economic independence (housing, food, clothing, etc.) is the student excused from rules requiring parental awareness and may write their own notes.

NOTIFICATION OF FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records.

See [NOTIFICATION OF FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT](#) for details.

NOTICE FOR DIRECTORY INFORMATION

The Family Education Rights and Privacy Act (FERPA), a Federal law, requires that GRS Cooperative School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, GRS Cooperative School District may disclose appropriately designated “directory information” without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the GRS Cooperative School District to include this type of information from your child’s education records in certain school publications. Examples include:

- ◆ A playbill, showing your student’s role in a drama production;
- ◆ The annual yearbook;
- ◆ Honor roll or other recognition lists;
- ◆ Graduation programs; and
- ◆ Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student’s information disclosed without their prior written consent. ⁽¹⁾

If you do not want the GRS Cooperative School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by October 15th of the current school year. GRS Cooperative School District has designated the following information as directory information:

- ◆ Student's name
- ◆ Participation in officially recognized activities and sports
- ◆ Address
- ◆ Telephone listing
- ◆ Weight and height of members of members of athletic teams
- ◆ Electronic mail address
- ◆ Photograph
- ◆ Degrees, honors, and awards received
- ◆ Date and place of birth
- ◆ Major field of study
- ◆ Dates of attendance
- ◆ Grade level
- ◆ The most recent educational agency or institution attended

STUDENTS WITH DISABILITIES - SERVICES, RIGHTS & RSAs

CIVIL RIGHTS OF STUDENTS WITH DISABILITIES

Section 504

Section 504 of the Rehabilitation Act of 1973 protects the rights of persons with handicaps in programs and activities that receive federal financial assistance. Section 504 states in part, "No otherwise qualified individual with handicaps in the United States, as defined in section 706 (8) of this title, shall, solely by reason of his or her handicap, be excluded from the participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance..."

For further information regarding Section 504, please contact the administration or guidance at the high school.

SCHOOL ADMINISTRATIVE UNIT #20
GORHAM, RANDOLPH, SHELBURNE, MILAN, DUMMER, ERROL
123 Main Street, Gorham, NH 03581
Telephone (603)466-3632
Fax (603)466-3870

Mr. David Backler
Superintendent

Tina Binette
GRS Director of Special Services

NOTICE OF RIGHTS PURSUANT TO RSA 186-C:16-B THE STATUTE OF LIMITATIONS FOR SPECIAL EDUCATION CASES

The state and federal education laws (New Hampshire Revised Statutes Annotated Chapter 186-C and Title 20, United States Code, Sections 1400-1415) require that the school district offer a “free appropriate public education” to all educationally disabled children.

These statutes define educationally disabled children as children with certain enumerated disabilities who are between the ages of three and twenty-one and who have not yet obtained a high school diploma.

A “free and appropriate education” consists of specially designed instruction and educationally related services in accordance with an “individualized education program” developed by the school district in consultation with the students’ parents.

If you suspect that your child is educationally disabled and qualifies for such special services, you may make a written referral requesting that the School District determine your child’s eligibility. Such referrals should be addressed to the Special Education Contact Person at your local school.

Mr. David Morrissette, Principal
Gorham Middle & High School
120 Main Street
Gorham, NH 03581

Mrs. April Marsh, Principal
Edward Fenn Elementary School
169 Main Street
Gorham, NH 03581

Ms. Mary Glover, Principal
Errol Consolidated School
Route 26
Errol, NH 03579

Mrs. Amy Huter, Principal
Milan Village School
11 Bridge Street
Milan, NH 03588

Tina Binette, GRS Director of Special Services
School Administrative Unit #20
123 Main Street
Gorham, NH 03581

See [SPECIAL EDUCATION RIGHTS & OBLIGATIONS](#) for details.