

China Primary School

**Student Handbook
2020 – 2021**



China Primary School
763 Lakeview Drive, China ME 04358
V- 445-1550 F- 445-3541

**Engaging Learners-Strengthening Communities-
Creating Global Leaders**

www.rsu18.org

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SCHOOL VISION -

Engaging Learners – Strengthening Communities – Creating Global Leaders

RSU 18 is a community where...

- All learners are prepared to succeed in society by demonstrating proficiency of a common set of rigorous standards.
- Parents, educators, business leaders, and community members are cooperative partners to help guide learning.
- All learners are creative problem solvers, critical thinkers, self-directed, effective communicators, collaborative workers, environmental stewards, and productive, healthy citizens.
- Learners have a voice in their education and share in the development of individual learning plans guided by a dedicated and passionate staff.
- All learners engage in creative and innovative learning strategies. They use technology and other tools to connect to the world outside of the classroom.
- All learners pursue multiple pathways inside and outside of the classroom to achieve their goals. Learning takes place without boundaries of time and space.
- All learners are successful leaders and contributors to their community, nation, and world.

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TABLE OF CONTENTS

	<u>Page</u>
1. Greetings	7
2. China Primary School Staff	8
3. Safety Guidelines for Opening Schools in Pandemic	9
4. Attendance & Dismissals	
• Attendance	10
• Absences	10
• Health	10
• Dismissals	11
• Early Dismissal	11
• No School	11
5. Transportation	
• Transportation	11
• Bus Notes	11
• Bus Rules	11
• Bus Warnings	12
• Bicycles	12
6. Cafeteria & Playground	
• Meals	12
• Cafeteria Behavior	12
• Playground Rules	13
• Cold Weather & Rainy Day Procedures	14
• After-School Activities	14
6. Computer & Internet Use	
• Computer Use	14
• iPads, Laptops and Personal Devices	14
• Consequences	15
7. Parental Rights	
• Annual Parent Notice	15
• Child Find	16
8. Miscellaneous	
• Animals	16
• Cell Phones / Electronic Devices	16
• Homework	16
• Messages for Students	16
• Personal Belongings	16
• Questioning / Searches of Students	16
• Student Dress & Grooming	16
• Student Substance Abuse Policy	17
• Visitors	17
• Volunteers	17
CHINA SCHOOLS CALENDAR 2020 - 2021	18-19
COVID 19 PRE-SCREENING TOOL	20

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China Primary School

Regional School Unit No. 18 - www.rsu18.org

Belgrade – China - Oakland - Rome – Sidney

Engaging Learners ~ Strengthening Communities ~ Creating Global Leaders

Carl Gartley
Superintendent of Schools

Keith Morin
Assistant Superintendent

Darlene Pietz
Principal

August 31, 2020

Dear Students/Parents/Guardians,

Welcome to a new year at China Primary School. The CPS staff and I are looking forward to greeting returning students and families and to welcoming new ones. Together, we will all work to make this a safe, successful year for all of our learners.

The information presented in this handbook attempts to answer as many questions as possible about China Primary School. Look for the “Tuesday notice” that will be posted on rsu18.org each week. The notice will provide you with up to date information on events and notifications.

Please feel free at any time to contact the office for help in answering any questions you may have throughout the year.

Sincerely,

Darlene Pietz, Principal

*Superintendent’s Office – 41 Heath Street, Oakland, ME 04963 v - (207) 465 – 7384 f – (207) 465 – 9130
China Primary School – 763 Lakeview Drive, China, ME 04358 v - (207) 445 – 1550 f - (207) 445 - 3541*

CHINA PRIMARY SCHOOL STAFF
PRINCIPAL: Mrs. Darlene Pietz

<u>TEACHERS:</u>		
Pre-Kindergarten: Miss Melissa Robie	Grade 1: Mrs. Brittany Dunn Ms. Leslie Hodgkins Mrs. Nicole Walker	Grade 3: Mrs. Miranda Babson Mrs. Jennifer Gledhill Miss Alyssa Whitlock
Kindergarten: Mrs. Melissa Gosselin Mrs. Amy Naegely Mrs. Stacy Stevens	Grade 2: Mrs. Victoria Imes Miss Elizabeth Preston	Grade 4: Mrs. Rachel Jacobs Mrs. Lori Maxim

<u>SPECIALISTS:</u>	<u>SUPPORT STAFF:</u>
Art: Mr. Nathan Tompkins	Pre-Kindergarten Techs: Mrs. Michelle Boudreau
ELL: Mrs. Nancy Mitchell	Mrs. Kristen Kimball
Gifted & Talented: Ms. Tamiko Paquette	Kindergarten Techs: Mrs. Eileen Terranova
Guidance: Mrs. Lisa Jones	Mrs. Jamie Winn
Librarian: Mrs. Sonja Boudreau	
Music: Mr. Joshua Bickford	Special Ed Techs: Mrs. Traci Britten
Nurse: Mrs. Amanda Saucier	Mrs. Kristen Kimball
Occupational Therapy: Ms. Samantha Matthews	Mrs. Helen Magee
Physical Education: Mrs. Carrie Larrabee	Mrs. Dolores Neptune
Physical Therapy: Ms. Kate Benson	Mrs. Donna Oxley
School Psychologist: Mr. Kevin Makarowski	Mrs. Holly Studholme-Phillips
Speech/Language: Mrs. Marjorie Childs	
Special Education: Ms. Kathy Jacobs	Title I Tutors: Miss Catrina Kierstead
Special Education: Mrs. Sarah Libby	Mrs. Cindy Lyford
Technology: Mrs. Christine Kierstead	Playground Monitors: Mrs. Tamara Sheaff
Title I Literacy: Mrs. Catherine McCormac	Mr. Martin Britten
	Nutrition Staff: Ms. Linda Gay
	Mrs. Terry Shelton
	Custodial Staff: Mr. Mike Bolduc
	Mr. Hannes Moll
	Mr. Boyd Plaisted
	Administrative Assistants: Mrs. Linda Bengtson
	Mrs. Kerri Ham

6 Requirements for Safely Opening Schools in the Fall

- **Symptom Screening Before Coming to School - *Students (parents/caregivers) and staff members must conduct self-checks for symptoms prior to boarding buses or entering school buildings each day. Schools should provide information to families in their primary language to support them in conducting this check. Any person showing symptoms must report their symptoms and not be present at school. Schools must provide clear and accessible directions to parents/caregivers and students for reporting symptoms and absences.***
- **Physical Distancing and Facilities -*Adults must maintain 6 feet of distance from others to the extent possible. Maintaining 3 feet of distance is acceptable between and among students when combined with the other measures outlined in this list of safety requirements. 6 feet of physical distancing is required for students while eating breakfast and lunch, as students will be unable to wear masks at that time. A “medical isolation room” (separate from the nurse’s office) must be designated for students/staff who exhibit COVID-19 symptoms during the school day. Adequate ventilation is required for classrooms, with schools having flexibility in implementation such as using properly working ventilation systems or outdoor air exchange using fans in open windows or doors. Groups in any one area, room, or classroom must not exceed the Governor’s gathering size limits.***
- **Masks/Face Coverings - *Adults, including educators and staff, are required to wear a mask/face covering. Students age five and above are required to wear a mask/face covering that covers their nose and mouth. (Updated 7/31/20) Masks are recommended for children ages two to four, when developmentally appropriate. (Updated 7/31/20). Masks/face coverings must be worn by all students on the bus.***
- **Hand Hygiene - *All students and staff in a school must receive training in proper hand hygiene. All students and staff must wash hands or use sanitizing gel upon entering the school, before and after eating, before and after donning or removing a face mask, after using the restroom, before and after use of playgrounds and shared equipment, and upon entering and exiting a school bus.***
- **Personal Protective Equipment - *Additional safety precautions are required for school nurses and/or any staff supporting students in close proximity, when distance is not possible, or when student require physical assistance. These precautions must at a minimum include eye protection (e.g., face shield or goggles) and a mask/face covering. Classrooms and/or areas that have been used by an individual diagnosed with Covid-19 must be closed off until thorough cleaning and sanitization takes place.***
- **Return to School after Illness - *Sick staff members and students must use home isolation until they meet criteria for returning to school.***

ATTENDANCE & DISMISSALS

Attendance: Under Maine State Law, parents or guardians are legally responsible for seeing that their children attend school. School begins at 8:00 AM and students may arrive after 7:30 AM when supervision is available. Student pick up begins at 2:20. Dismissal for all bus students is 2:30 pm.

Absences: In the case of a child who is **at least 6 years of age** and has not completed grade 6 and has the equivalent of 7 full days of unexcused absences or 5 consecutive school days of unexcused absences during a school year; or **is enrolled in a public day school, is at least 5 years of age** and has not completed grade 6, Maine State Law defines truancy as the equivalent of **seven full days of unexcused absences** or **five consecutive school days of unexcused absences** during a school year. Therefore if your child is absent, please call the school on that day to inform us. An automated call will be made to parents/guardians if you have not notified the school by 9:30 AM. The call will ask that you contact the school. The following circumstances are considered excusable absences under the law:

1. Medical appointment which could not be scheduled at any other time
2. Illness
3. Family emergency
4. Religious observances which must be celebrated on school days
5. Planned absences

If a parent/guardian calls or provides a written note with the reason for the absence, then the absence is considered excused. Excused absences do not cause a student to be considered truant. The school must report to the state incidences of truancy (7 unexcused or 5 consecutive unexcused absences).

Regular school attendance is a critical factor in your child's academic success. If students are absent for an average of just two days per month, even when the absences are excused, it can have a negative impact. When you make school attendance a priority, you help your child get better grades and develop healthy life habits.

In the event of requesting assignments for an absent student, requests should be made as early during the school day as possible. In the case of planned absences, please contact the office at least 3 days prior to the absence.

Health: Health is very important to the learning process. A child who does not feel well cannot do his/her best work. Please see the China Schools Health Handbook for specific health and medication information.

One of the six guidelines from the Maine Department of Education for safely opening schools for the 2020-2021 year is to do a self screening:

Symptom Screening Before Coming to School - *Students (parents/caregivers) and staff members must conduct self-checks for symptoms prior to boarding buses or entering school buildings each day. Schools should provide information to families in their primary language to support them in conducting this check. Any person showing symptoms must report their symptoms and not be present at school. Schools must provide clear and accessible directions to parents/caregivers and students for reporting symptoms and absences.*

Please refer to the COVID –19 Pre-Screening Tool for School Attendance attached to this packet.

Dismissals: When arriving to pick up a student for dismissal, please use the intercom outside the main entrance. The office will call your student and he/she will be brought out to you.

Early Dismissal: Should it become necessary to close school early on any day, the announcement shall be made over radio stations and placed on our school website. School Messenger will also send a message to phone numbers that you have provided to the school. We are requesting that all parents establish with your children a procedure for house keys, sitters, and similar problems if early dismissal is necessary.

No School: “No School” announcements will be made over radio stations and placed on our school website. School Messenger will also send a message to the phone numbers that have been given to the school.

TRANSPORTATION

Transportation: The safety of all bus students is of prime concern. The right to ride the bus is contingent upon good behavior and observance of bus rules. The driver is in complete control of the bus and may assign students to specific seats.

Questions pertaining to bus routes, schedules and disciplinary matters may be directed to Lennie Goff, Director of Transportation at: (207) 465-2102.

Bus Notes: *If your child is to get off at a different destination at the end of the school day, you must send in a note to the office/teacher with the necessary information on it: your child’s name, the date/s you authorize this drop-off and the name and address of the person whose house your child will be getting off at. You may also call the office with this information. Please call before 2:00 pm as dismissal is a busy time in the office.*
Students will not be allowed to change buses in order to be dropped off at a friend’s house this year due to restrictions on the number of students allowed to safely ride the bus.

Please review the following guidelines with your children:

Bus Rules:

1. Pupils are expected to be at pickup points on time. The busses try to run on exact schedules and cannot wait for late comers. Weather, substitute drivers and other extenuating circumstances may alter pickup and drop off times.
2. Pupils are on school property from the time they get onto the school bus in the morning until they get off the school bus in the afternoon.
3. There is to be no food eating on school busses (without driver permission).
4. Students are to get on and off the bus only at their regular bus stops
5. Bus windows are opened and closed only with permission of the bus driver, and no one at any time may put any part of their bodies outside the bus window or throw any object out of the window or on the bus.
6. Loud talk, “horseplay”, etc. will not be permitted on the school bus at any time.
7. At bus stops, pupils are to remain well to the side of the road until the bus comes to a complete stop.
8. There is no smoking or lighting of matches on the school bus at any time.
9. After leaving the bus (if students must cross the road), students will cross in front of the bus after the bus driver has signaled for them to do so.

10. Damage done to seats or other bus equipment will be paid for by those responsible.
11. All students must be appropriately seated when the bus is in motion and may not change seats without driver's permission.
12. Bus riding is a privilege. The right of students to ride on the school bus depends on their behavior.

Bus Warnings: In cases where a child does not conduct himself/herself properly on a bus, the bus driver will bring such instances to the attention of the transportation supervisor. The transportation supervisor will inform the parents immediately of the misconduct and request their cooperation in monitoring their child's behavior. Children who continue to have behavior problems may have their privilege to ride the bus suspended.

Bicycles: Students must bring a parental permission note to ride their bike to and from school (good for the year). Bicycles, skateboards, roller blades and scooters are not allowed to be used on the school premises while school is in session. Bicycle riders are not expected to arrive before 7:30 A.M.

CAFETERIA & PLAYGROUND

Meals: The cost of lunch is \$2.90 per day for students at China Primary School. Breakfast is served for \$1.15 per day for grades Pre K-4. Individual milk cartons are being sold at \$0.50 for skim and 1% milk, and \$0.55 for flavored skim milk.

The lunchroom is a busy place with many children seated together to eat their breakfasts and lunches. Students are encouraged to use appropriate table manners, use their "inside voices and to respect each other.

Cafeteria Behavior

- I will remain seated until I have permission to leave the table.
- I will talk quietly with my neighbors.
- I will use my fork and spoon appropriately.
- I will eat my food and not "play" with it.
- I will stay in my own space.
- I will keep my hands in my space.
- I will listen to the adults in the cafeteria.
- I will take all of my trash to the trash can.

If I do not follow the rules in the cafeteria:

Mistake	First	Second	Third	Fourth
Hitting, kicking, pushing, fighting, play-fighting	Removed from table to another seating	Lose one recess and parent communication	Lose two recesses, office visit, and parent called	Parent called and out of classroom for half day
Leave the area without permission	Verbal warning	Lose 10 minutes of recess	Lose recess	Office visit and parent call
Loud voice,	Verbal warning	Lose 10 minutes of	Lose recess	Office visit and

yelling, shouting		recess		parent call
Using utensils and food inappropriately	Verbal warning	Removed from table	Lose 10 minutes of recess	Lose recess

Playground Rules: Recess is a time for children to play and socialize out of doors in good weather. During the cold weather months students should be dressed appropriately to enjoy their time on the playground. Parents are asked not to send notes requesting that their child stay inside at recess unless there are very unusual circumstances or a doctor’s note.

Safe Playground

I will use playground equipment safely.

- I will slide **down** the slides.
- I will swing without twisting or turning.
- I will **sit** at the tables and benches.
- I will only use balls in ball-playing areas.

If I am unsafe on playground equipment:

First mistake	Second mistake	Third Mistake	Fourth Mistake
Verbal Warning	Sit on bench for remainder of recess	Inside recess and parent communication	Office visit and parent call

I will treat others with kindness and respect.

- I will only use my hands and feet to help others.
- I will take turns.
- I will use my words to problem solve.
- I will use my words to let others know what I need.
- I will ask an adult to help when I need it.
- I will listen to the adult on duty.
- I will stay inside of the fence and away from doors and windows.
- I will ask an adult if I need to go into the school during recess.
- When the bell rings, I will line up and come in to the school quietly walking.

If I do not treat others with kindness and respect:

Mistake	First	Second	Third	Fourth
Hitting, kicking, pushing, fighting, play fighting	Sit on bench for remainder of recess	Lose one recess and parent communication	Lose two recesses, office visit and parent called	Parent called and out of classroom for half day

Leave the area without permission or do not line up when the bell rings	Lose 10 minutes of recess the following day	Lose one recess	Office visit and parent called	
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We encourage and expect KINDNESS at all times.

Cold Weather and Rainy Day Procedures: In the case of extreme cold (temps below 10 degrees, factoring in the windchill) students will remain in their classrooms during recess. The same is true for rainy days.

After-School Activities: Students are reminded that all activities at the school are considered part of the school day. All school rules are in effect at each after-school activity. Children must be supervised by an adult at all times.

COMPUTER & INTERNET USE

Computer Use: Internet access is available to students in the China Schools. In order to maximize the benefits of Internet use and to minimize the potential dangers, students and staff are required to adhere to rules and responsibilities for computer use. Responsible use is: using appropriate language, treating the computers and network with respect, no copying software or information that is copyrighted, using school computers conscientiously. In addition, all users must be aware that there is no expectation of privacy when using computers on the school network. Failure to follow the school rules will result in loss of computer privileges in school and parents will be notified.

Student Rules for iPads, Laptops and Personal Devices:

All iPads:

All students in RSU 18 will have one to one iPads to use properly. These are tools to reinforce learning. Here is a list of behaviors that must be followed for the ipads:

- Only use the app or website the teacher asked you to use.
- While carrying the ipad, always use two hands.
- Always sit while using the ipad.
- No hitting, banging or slamming the ipad. (Do not swing headphones.)
- Uploading or downloading onto iPads will be done with permission only.
- Do not drink or eat when using the ipad.
- iPads will remain at school at all times. They can be brought to another classroom with teacher permission

All Laptops:

The laptops are also considered tools of learning. They are school property, to be treated with respect.

- If you download information, it must have an educational purpose and must be deleted when the assignment is completed

- Personal email or web accounts will be used only with permission from a teacher.
- Desktop icons must be left alone. Do not adjust the saved browsers.
- Laptops must be on tables/desks when being used.

Consequences:

First Offense: The student will lose iPad use for up to 1 week, and or computer privileges, depending on teacher's discretion. Parents will be notified via letter.

Second Offense: The student will lose iPad use and laptop use for up to 2 weeks. Meeting with teacher and principal. Parents and principal will be notified of 2nd offense via letter.

Third Offense: The student will lose all technology use for up to a month. Parents will be called and meeting with parents and principal to discuss the violations will be scheduled.

Fourth Offense: The student will not be able to use any technology for the rest of the current school year, exceptions can be made with supervision.

PARENTAL RIGHTS

Annual Parent Notice Student Records: Pupil records are collected and maintained to promote the instruction, guidance, and educational progress of the pupil and for legitimate educational research.

Parents or eligible students (age 18 years or older) are entitled to certain rights and protections under the Family Educational Rights and Privacy Act. A complete copy of the RSU 18 student record policy may be obtained by contacting the building Principal. However, the following items outline your rights.

The parent or eligible student has a right to:

1. Inspect and review the student's education records;
2. Request the amendment of the student's educational records;
3. Consent to disclosure of personally identifiable information contained in the student's education records, except to the extent allowed in accordance with 34 CUR, Section 99;
4. File a complaint with the U.S. Department of Education; and
5. Obtain a copy of the RSU 18 student records policy by contacting the building Principal.

The three types of student records maintained by the school are:

- * Academic information such as grades, progress reports, student work samples, achievement test data, etc.;
- * Statistical information including aptitude scores, mental ability, permanent school health records, etc.; and
- * Directory information on students, such as name, age, address, telephone number, grade, field of study, participation in officially recognized activities, and sports and awards received.

All directory information may be made public without notice, unless the school is notified in writing by July 1 for the upcoming school year or within 30 days after enrollment, whichever is later, that such information is to be withheld. Information from academic and statistical records will not be released to persons other than authorized school personnel without prior written consent.

RSU 18 forwards educational records to other agencies or institutions in compliance with Section 99.31 of the Family Educational Rights and Privacy Act which allows for the disclosure of education records to officials of

another school administrative unit where the student seeks or intends to enroll. Prior consent of the parent or guardian is not required.

Special Services Child Find Notice for RSU 18: In compliance with Maine Special Education Regulation 7.9, RSU 18 would like to ensure that all students between the ages of 3 and 20 years (including state wards, state agency clients, students attending private schools, students attending home schools, and institutional residents who reside within our geographic jurisdiction) who may be in need of special education and/or supportive services are located, identified, and evaluated. If you believe your child is in need of an evaluation or services, please call Special Services Director Cheryl Mercier at 465-2435.

MISCELLANEOUS

Animals: Permission must be obtained from the Principal before animals are brought to school. If students need to bring a domesticated animal (pet) to school, they must first consult with their teacher who will then request permission from the Principal. Animals may not be transported in school vehicles.

- Pets will need proof of current rabies vaccination, if appropriate, to be allowed in school.
- Wild animals will be allowed in school under the control of a trained individual, properly licensed by the state (veterinarian, biologists, zoo keeper).
- All animals brought to school must be restrained by owner/handler. Teacher will be responsible for the supervision of their students whenever there is an exhibit or activity involving animals in school.

Cell Phones/Electronic Devices: All personal devices including iPods, radios, laptops, iPads, tablets, and phones are not to be used during school hours. Any personal devices brought to school must be stored in book bags.

Homework: Homework is an integral part of the instructional program which allows students an opportunity to reinforce concepts taught and practice useful skills. A reasonable amount of study and preparation is necessary for the scholastic growth of students, and the amount of time devoted to homework will vary depending upon the student's learning abilities, grade level, or special learning needs.

Messages for Students: It is requested that parents leave messages for students only in emergencies. Students will not be called out of class for phone calls except for emergencies.

Personal Belongings: There is to be no buying, swapping, trading, or giving away of personal belongings on the busses or while at school.

Questioning/ Searches of Students: The School Board seeks to maintain a safe and orderly environment in the schools. The Principal/designee is authorized to question and/or search students in accordance with board policy.

Student Dress and Grooming: No form of dress shall be permitted that presents a safety hazard or would be considered to be a distraction.

- Shoes must be worn at all times while on school property.
- The wearing of hats will not be permitted within the building.
- Clothing will be appropriate for elementary school students.
- Clothing and accessories must not promote sex, violence, sexism, racism, offensive slogans, substance

- abuse or illegal activity.
- During the cold weather months students should be dressed appropriately to enjoy their time on the playground.

Student Substance Abuse Policy: The district policy states that students who have in their possession (including backpacks, jackets, etc.) or are found using tobacco products, alcohol, inhalants, drug paraphernalia, or illegal drugs will have serious consequences. A copy of the policy may be obtained at the district office or on the RSU 18 website.

Visitors: At this time we are not inviting visitors to our school due to the coronavirus pandemic.

Volunteers: Although we welcome and truly appreciate our volunteers, we will not be asking our volunteers to join us this year.

CHINA SCHOOLS CALENDAR 2020 - 2021

August

				(21)
(24)	(25)	(26)	(27)	(28)
31				

September

	1	2	3	4
Z	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
30				

October

			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November

				6
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

December

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

January

				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

August

8/21 – Orientation Workshop for New Teachers
 8/24 – 8/28 – Teacher In-Service Workshops - All Teachers
 8/31 – Monday, Opening Day for K-5 Students

September

9/1 – Tuesday, Opening Day for Grade PK and 6-8 Students
 9/7 – Monday, Labor Day – No School
 9/22 – Tuesday, Early Release, 12:00 Dismissal, Teacher In-Service Workshop

October

10/9 – Friday, Teacher Comp Day – No School
 10/12 – Monday, Columbus Day – No School

November

11/2 – 11/13 Parent / Teacher Conferences, Common Night Tuesday, 11/10
 11/6 – Friday, Teacher In-Service Workshop – No School
 11/11 – Wednesday, Veterans' Day – No School
 11/24 – End of Trimester 1
 11/25-11/27 – Thanksgiving Break – No School

December

12/1 – Tuesday, Early Release, 12:00 Dismissal, Teacher In-Service Workshop
 12/4 – Trimester 1 Report Cards Distributed
 12/23 – 12/31 – Holiday Break – No School

January

1/1 – Friday, New Year's Day – No School
 1/18 – Monday, Martin Luther King, Jr. Day – No School
 1/19 – Tuesday, Teacher In-Service Workshop – No School

February

1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

February

2/15 – 2/19 – Winter Break – No School

March

1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

March

3/8 – 3/19 Parent / Teacher Conferences, Common Night Thursday, 3/18
3/9 – Tuesday, Early Release, 12:00 Dismissal – Teacher In-Service Workshop
3/12 – End of Trimester 2
3/18 – Trimester 2 Report Cards Distributed
3/19 – Friday, Teacher In-Service Workshop – No School

April

			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

April

4/16 – Friday, Teacher Comp Day – No School
4/19 – 4/23 – Spring Break – No School

May

3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

May

5/18 – Tuesday, Early Release, 12:00 Dismissal, Teacher In-Service Workshop
5/31 – Monday, Memorial Day – No School

June

	1	2	3	4
7	8	9	10	11
14	15	16	17	

June

6/11 – End of Trimester 3, Report Cards Sent Home 6/16
6/16 – Wednesday, Final Day of Classes, Early Release, 12:00 Dismissal
6/17 – Thursday, Teacher In-Service Workshop

This school calendar is based on 180 seat days, plus four emergency days, plus 6 teacher workshop days, 2 teacher comp days.

Adopted: May 6, 2020

Revised: August 3, 2020

**COVID – 19 Pre-Screening Tool
for School Attendance**

Within the past 24 hours have you had a fever of 100.4 or above?

IF YES =



Do you feel sick with any of the most common symptoms?

IF YES =



Have you been in close contact with a person who has been diagnosed by a physician as positive for COVID-19?

IF YES =



Have you traveled outside of the state of Maine? Currently there is a 14 day quarantine required if you have traveled to any state that is not approved for travel.

IF YES =



Call the
School

You should also stay home if you have two or more of the other less common symptoms listed to the right.

Call your school nurse if you have questions.

**Most Common
Symptoms of
COVID-19**

**If you have any of these
symptoms you should
not go to school**

Fever of 100.4 or higher
Cough
Shortness of breath /
Difficulty breathing

**Less Common
Symptoms**

Chills
Muscle pains
Sore throat
Loss of taste or smell
Nausea
Stomach pain
Diarrhea
Fatigue
Headache
Eye drainage
Congestion