

Isle au Haut
Rural Elementary School
Student Handbook
2018-19

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The mission of the Isle au Haut School

To provide an individualized, nurturing, and challenging environment
which will enable each student to become
a lifelong learner and contributing citizen.

We believe in the goodness of children and their right to learn.

We welcome the participation of all parents, guardians and the island
community. Together we can create a supportive learning environment
here each child feels respected, valued and safe.

September 2018

Dear Families of Isle au Haut Students,

Welcome to school year 2018-19! I am expecting a fantastic final year as Lead Teacher of Isle au Haut. We will remain a member of the Teacher and Learning Collaborative (TLC), will collaborate with Explorations Learning Center(ELC) in Deer Isle, will attend performances at the Grand, will ski at Sugarloaf, and will continue our community programs: Know Your Neighbor with the Sunbeam and Book Buddies. Lisa Turner will be here as well as Catherine Ring and Dana McGraw, our art and PE/Health teachers. In addition, I am working to develop more expanded opportunities for our students.

School begins on Tuesday, September 4. There are two important changes for the school year: the school day will end at 3 pm. and parents/guardians will provide their child/children's morning snack.

The purpose of this handbook is to assist you to understand our school procedures and activities. Please use it as a reference throughout the year. You also have access to the binder of School Board policies available at the school.

Please feel free to stop in the school before or after school hours, or by appointment. You are also welcome to attend School Board meetings, the third Thursday of the month at 7pm to share your thoughts, ideas and concerns. You are important to your child's education. Thank you for being involved!

Sincerely,

Rita G. MacWilliam, Lead Teacher

Isle au Haut Rural Elementary School
POB 56 IAH, ME 04645 phone: 335-2521
Staff Directory

Lead Teacher	Rita G. MacWilliam home 335-2018 rmacwilliam@gmail.com	335-2521
Teacher Technician	Lisa Turner	335-2521
Art Teacher	Catherine Ring Tuesdays ms.catherinering@gmail.com	335-2521
PE/Health Teacher	Dana McGraw Wednesdays dmcgraw@dis-schools.org	335-2521
Technology Tech	Carla MaGoon	348-6301
Bus Driver	Karen Teague	335-2190
Custodian	Donna Dodge	
Special Ed Director	Kathy Glennon kglennon@su76.org	348-9100
Superintendent	Christian Elkington celkington@su76.org	348-9100
School Board:	Karen Teague, Chair Rozalyn Santospago Co-chair Alison Richardson, Secretary Sue Chamberlain Sharen Wilson	

School Procedures

School Day	K-8	8:00 am - 3:00 pm
	pre school	T, W, F 11:15-1:15
	snack/recess	10:00 am - 10:30 am
	lunch/recess	12:00 pm - 12:45 pm

Specialists/Community Programs

Art	Tuesday
PE/Health	Wednesday
Book Buddies	Wednesday 10:15-11:30 am
Sunbeam breakfast	TBA

Attendance/Cancellation/Early Dismissal

If your child needs to be absent for illness or emergency, please call the school by 9:00 am (335-2521). If an absence is planned, please inform the teacher as soon as possible. On return to school, please send in a note explaining the absence.

Per policy: In the event a child has unexcused absences, the Principal/Teacher shall communicate with the parents and if further steps are necessary, shall notify the School Committee which shall take appropriate action.*

* Maine Law defines a habitually truant student as one who is absent from school without excuse for the equivalent of ten full days or for seven consecutive school days during a school year.

If school needs to be cancelled due to weather or emergency, parents will be called and emailed by 7:15 am. If there is an early dismissal, parents will be called.

Student Transfer

Please notify the teacher as soon as possible of the last day your child will be in attendance.

Fire Drills

Fire drills are required by law, and the school holds them once a month.

Health

Children who are sick should not come to school for their own health and the health of other students and staff. Children suffering from vomiting, fever, diarrhea, rash, or conjunctivitis should not return to school until they have been symptom free for 24 hours. If your child has yellowish nose discharge, he/she should remain home. If your child develops any of these symptoms at school, you will be called to come and get them.

Communicable Diseases

Maine law states that all households shall report to the Local Health Officer (First Selectman) any cases of reportable diseases in their families. Some diseases that must be reported are:

chickenpox	diphtheria	dysentery, bacillary
ringworm	food poisoning	German measles
infectious hepatitis	scabies	measles
meningitis	conjunctivitis	pediculosis (lice)
impetigo	mumps	polio
scarlet fever	strep throat	tuberculosis
typhoid fever	undulant fever	

Students should be kept home or may be sent home if symptoms suggest a communicable disease.

The Deer Isle School nurse will evaluate IAH students per school health law as requested.

Accidents

In the case of a serious accident at school, parents are notified. If the parent cannot be reached, a person listed on the emergency card is notified. The child's physician will be notified if the accident needs immediate attention and no adult can be reached.

Student/Community Expectations

These are our guiding principles for behavior

- Be kind to others.
- Be respectful of everyone and everything.
- Be prepared and involved in learning.
- Act safely.

Playground Rules

- Play safely.
- Be respectful at all times.
- Follow the directions of any adult.
- Keep your hands to yourself: no grabbing, pushing or pulling.
- Include everyone.

If a student does not follow these principles, the staff treats it as an educational opportunity. The child is talked to, and if the infraction warrants further action, there will be time out and loss of recess time. If the infraction is serious, we will hold a parental meeting.

If a student willfully damages school owned property or other students' property, he/she will be expected to pay for the repair or replacement of the property.

All members of our school community should conduct themselves according to these principles, and model appropriate conduct at any time they are at a school related event, whether on island or away.

Reports to the Department of Health and Human Services

The law requires that employees of schools report to the Department of Health and Human Services any report a child makes or any visible signs of physical abuse neglect, or sexual abuse. The law further states that if an employee fails to report, the employee may lose his/her job and may be prosecuted for failure to communicate information to the Department of Health and Human Services. Employees must keep the information confidential.

Dress Code

Students should come to school neat and clean; dressed appropriately for the weather. Please no flip flops.

Students need to have a pair of slippers or shoes when they wear boots to school.

Students need to bring sneakers for use in the gym on Wednesdays and Thursdays. Without sneakers, students may not participate in gym activities at Revere Hall.

Food

The school abides by the Wellness policy. If your child has a food allergy, please notify the teacher.

Lunch: Students bring their own lunch to school. Please do not pack soda or candy. A microwave is available.

Snacks: Parents/guardians provide a healthy snack for their child/children. On Wednesdays, students have a snack with their Book Buddies at the library.

Birthdays: Parents/guardians may send in a treat for their child on his/her birthday. Please provide a treat that is safe for all children to eat.

Sunbeam: We participate in the Sunbeam breakfast.

Field Trips

Field trips are an extension of the school program. Written permission slips will be sent home to be signed by a parent/guardian and need to be returned to school before the trip. A blanket On Island permission slip is sent home to be completed at the beginning of the school year. There will be school bus transportation for field trips. Parents may come as chaperones dependent on available bus space.

Inter-Island Event: September 26-28 Monhegan Island

Ski Trip to Sugarloaf Monday, March 11 - Thursday, March 14

Teacher and Learning Collaborative (TLC)

The TLC, sponsored by the Island Institute, is made up of six outer island Maine schools: Cliff, Matinicus, Monhegan, Isle au Haut, Frenchboro, and the Cranberries. The mission: The community of The Outer Islands TLC creates a lifeline of support for students and teachers in order to sustain our one and two room island schools. The TLC works to provide social and academic opportunities for the students, teachers and families.

In addition to two field trips (fall and spring) and the Inter Island Event, students meet up via technology for book groups, student council, and other special events. Teachers meet in person at a retreat before school, and every other week via Zoom.

Visitors and Volunteers

Parents and community members are welcome to visit the school with prior teacher approval. Regular volunteers need a background check. Student Visitors must have permission from their parent/guardian and from the teacher. Their visit is limited to one week unless a transfer of records takes place. Each student visitor must give the teacher an emergency phone number. Permission to visit can be revoked.

Upon request, visitors must leave the school immediately.

Progress Reporting

The school is on the trimester system.

1st trimester	Sept. 4 - Nov. 30	Report Cards	December 4
2nd trimester	Dec. 3 - March 8	Report Cards	March 14
3rd trimester	March 11 - June 7	Report Cards	June 12

Conferences

October 22 and 24 February 12 and 13 June 12

Parents can request a conference with the teacher at any time.

Parents have the right to inspect and review any and all official records, files, and data directly related to their child(ren), including all material that is in the cumulative record folder. Parents must make an appointment to review records at least 24 hours in advance. The teacher will be available to explain information in the cumulative file.

Homework

Students have homework Monday - Thursday. If the homework is too difficult, or your child cannot complete the assignment, please let the teacher know with a call or a note.

Questions and Concerns

When you have a question or concern it is best to first talk with the person who is the most knowledgeable about the issue. Sometimes, the problem cannot be solved at that level. Listed is the correct order of people to contact to get a problem solved:

Teacher	Rita MacWilliam	335-2521
Superintendent	Chris Elkington	348-9100
School Board Chair	Karen Teague	335-2190

If there is a problem talking directly to the teacher, please go to the superintendent.

Help Numbers/Crisis/Emergencies

Island Medical Center	367-2311
Blue Hill Memorial Hospital	1-800-488-2836
Poison Control Center	1-800-442-6305
State Police (emergency)	911
Fire Emergency	911
Ambulance	911
Knox Country Sheriff Dept.	594-0429
Hancock Country Sheriff Dept.	667-7575
Dept. of Health & Human Services	1-800-432-7823
Alcohol and Drug Abuse	1-800-499-0027
Adult and child Abuse-Neglect	1-800-452-1999
Battered Spouses and Children	1-800-315-5579
Maine Drug Enforcement Agency	1-800-822-0380
Environmental Protection	1-800-452-1942
Rape Crisis/Sexual Assault Hotline	1-800-432-7810
Suicide Prevention	1-800-228-2470
Downeast Health Services	1-800-492-5550

2018-19 Calendar