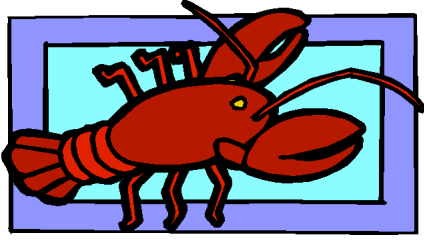


GEORGETOWN CENTRAL SCHOOL



SCHOOL HANDBOOK - PART I
STUDENT CODE OF CONDUCT - PART II
SCHOOL YEAR 2006-2007



Georgetown Central School

“Where Kids Are #1”

Theresa C. Lash, Principal

www.georgetown.u47.k12.me.us

PO Box 469 52 Bay Point Road Georgetown, Maine 04548 Telephone 371-2160 Fax 371-2595

September, 2006

Dear Students and Families,

Welcome to the Georgetown Central School family! We are looking forward to working with you this school year.

This handbook explains our policies and procedures which have been developed so that everyone can have the best possible chance for success. Please take time to read through this book together.

Our policies and procedures have been written to support the Georgetown Central School Guiding Principals:

- Children come first.
- We encourage development of the whole child.
- Students are challenged to reach their highest potential.
- Children are unique individuals with unique needs.
- Learning takes place in a safe environment.
- Our physical environment is important to our children's learning.
- The resources of our parents and community are important.
- School is fun!

We welcome you as partners as we start a new year. Together we make Georgetown Central School a place where “kids are #1”.

Sincerely,

Theresa C. Lash
Principal

Try hard

Play Safe

Be Fair

SCHOOL HANDBOOK - PART I

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NOTE:

In the unforeseen event that a school policy conflicts with a school rule or procedure, school board policy will take precedent and be the governing policy.

Georgetown Central School
P.O. Box 469
52 Bay Point Road
Georgetown, Maine 04548
Telephone: **371-2160** Fax: **371-2595**
Web Site: **www.georgetown.u47.k12.me.us**

School Committee Don Cowing
Kristin Malin
Nina Roth-Wells

Superintendent William Shuttleworth
Superintendent's Office - School Union #47
123 B State Road
West Bath, Maine 04530
Telephone: **443-1113**

STAFF DIRECTORY

Principal	Theresa Lash
Kindergarten	Beth Saufler
Grade 1	Carolyn Bosso
Grade 2	Susan Morissette
Grade 3	Lawrence Kovacs
Grade 4	Susan Ayers
Grades 5 and 6	Cynthia Irving
Special Education/Title I	Pamela Farnsworth
Educational Technician	Megan Fuller
Educational Technician	Lyn Detwiler
Guidance	Debra Thibodeau
Physical Education	Mary McCauley
Art	Karen Wolfe
Music	Julie-Ellen Anderson
Foreign Language	Timothy Powers
Librarian	Laura Phelps
Speech Therapist	Gail Asetline
Occupational Therapist	Maria Grill
School Nurse	Heidi Werwaiss, RN
Secretary	Leslie McMahan
Food Service	Sandi Clark
Custodians	Greg Guckenburg
	David Knauber

VISION STATEMENT

In collaboration with students, staff, and community, we expand and diversify the learning of our children through a variety of opportunities and the teachings of many.

Guiding Principles

- * Children come first.
- * We encourage development of the whole child.
- * Students are challenged to reach their highest potential.
- * Children are unique individuals with unique needs.
- * Learning takes place in a safe environment.
- * Our physical environment is important to our children's learning.
- * The resources of our parents and community are important.
- * School is fun.

ACADEMICS

Academic programs, supports, and instruction at Georgetown Central School are all developed to help students meet the **Maine Learning Results**. It is our expectation that students meet the standards set by School Union #47. Standards and the benchmark measures of student performance in relation to those standards are set to reflect all students' progress towards meeting the Learning Results. Interventions such as before / after school / summer tutoring, Title I, and individualized learning plans are provided for any students having difficulty meeting the standards. The support of parents is essential in ensuring that students succeed.

Grading and Report Cards

Report cards are issued four times a year for grades K through 6 (November, February, April, and June). Parent-teacher conferences are scheduled at the end of the first and third ranking periods. Conferences may also be scheduled by staff or parents any time during the school year as needed. Honor Roll will be listed for grades four through six. High Honors will consist of straight A's. Honors will be for A's and B's. All academic and special subject grades are considered.

Homework

Homework supplements, complements, or reinforces teaching and learning. It is generally based on one or more of the following purposes:

1. Drill and additional practice to strengthen new skills introduced in the classroom
2. Review of previously learned skills
3. Completion of unfinished classroom assignments
4. Participation in research activities
5. Extended reading for pleasure and enjoyment
6. Opportunity for parents and children to work together on assignments relating to a child's school experience
7. Development and promotion of self-discipline and a sense of responsibility to do independent work outside the school setting

Retention

Whenever teachers or parents have concerns regarding the progress of a student, a meeting will be held to assess achievement and program. In accordance with the Georgetown Central School policy on retention, parents will be notified no later than March 15 if their child is being considered for retention and an appropriate review of the student's needs will be conducted. A decision will be made as to grade placement for the following school year by June 1.

SERVICES

Special Education

Qualified personnel are available to provide services to students in the areas of speech therapy, direct instructional services, psychological testing, physical therapy, and occupational therapy. Referrals for these services may be requested by parents, as well as school staff, by contacting the principal. The determination of services is made by a Pupil Evaluation Team composed of teachers, administrators, specialists, and parents.

Section 504

The focus of Section 504 is on non-discrimination. The Individuals With Disabilities Education Act (IDEA) prohibits the denial of public education participation, or enjoyment of the benefits offered by public school programs because of a child's disability. Referral for services may be requested by parents, as well as school staff, by contacting the principal. The determination of services is made by a team composed of teachers, administrators, specialists, and parents.

Title 1A

Title 1A is a federally funded program that provides extra help in reading and/or math for eligible students. This is a **supplement** for the student's regular language arts or math program, not a **substitute**. Students are screened individually in September and the lowest 20% are considered for services. Parents are notified if their child qualifies. Parents must give written permission for their child to participate in this program.

Student Assistance Team

Our school maintains a team of educators that meets monthly to address academic and emotional needs of students. Parents, as well as staff members, may refer children for that assistance.

SCHOOL DAY

Grades K-6 Monday-Friday 8:30 a.m. - 3:00 p.m.

Non-bus students are not to arrive at school prior to 8:25 a.m. Teachers are often not available for supervision until that time.

Students arriving after 9:00 will not be eligible for participation in after-school activities. Exceptions will be granted if the tardiness is due to appointments that could not be scheduled outside of school hours. When your child is absent from school, please call the school office to let us know by 9:00 A.M. We will attempt to reach parents/ guardians by telephone after 9:00 A.M. if we have not received a call or note by then.

DISMISSAL PROCEDURES

Please be sure to sign your child in or out at the office in the event that he/she arrives late or is dismissed early. The office staff will notify the teacher in the event that you are picking your child up early and your child will come down to the office to meet you.

REGISTRATION

Parents of new students or students transferring to Georgetown Central School must register in the office. Birth certificates must be presented by all pupils entering Maine schools for the first time. This must be done within 60 days after the entrance date. Proof of current immunizations is also required.

SCHOOL CLOSING INFORMATION

In the event that school is closed due to inclement weather, we will announce as early as possible on radio stations KISS 96.9 or 99.9, WBLM 102.9, WCYY 93.9 or 94.3, WEBB 98.5, WMCM 103.3, WMGX 93.1, WMME 92.3, WPOR 101.9, WQSS 102.5, WTHT 107.5, WTPN 98.9, WYNZ 100.9, WLAM 1470 AM, WGAN 560 AM, WMTW 870 AM or 106.7 FM. We also announce closings and delays on television stations 6, 8, & 13. If school is already in session, we will try to contact parents via our calling tree.

LIBRARY

The library is an information and reading center that supports the school curriculum. A part-time professional librarian and a part-time library aide are available to assist students and teachers. Books may be checked out by students during classroom library time and at other times during the school week as needed. Reference books and magazines may be checked out for overnight use and must be returned before classes start the next day. There are also a number of resources available for check-out by parents. Parents are asked to help their children keep track of library books, return them to the library, and to pay for books that are lost or damaged.

HEALTH

Georgetown Central School has employed a school nurse on a part-time basis to conduct selected health services. Anyone wishing to discuss any health matter may call the school. In the event that a student has an accident or becomes ill he/she should report to the teacher in charge. The teacher may then send the student to the office where we will telephone, if necessary, using the emergency information form. Please notify the school if your child has signs of head lice, scabies, impetigo, chicken pox, or suspicious rashes.

Inhalers: Although your child has the right to keep inhalers in a backpack, it is the school policy that the proper protocol be followed for each child.

1. A doctor's order and Maine Asthma Plan arrive at the school.
2. The inhaler is brought to the nurse.
3. A demonstration from the student showing the nurse that the child knows how to properly use the medication.
4. A medication record is completed.
5. Each time the child uses the medication, the nurse is notified. (If the nurse is not in the building, the person who is standing in for the nurse is acceptable for notification of medication use.)

Sunscreen and insect repellent: It is preferred that you apply sunscreen and insect repellent to your child in the morning before they come to school. If, however, you would like them to apply these items during the school day you must send written permission along with the sunscreen or repellent in its original container, labeled with your child's name. The sunscreen or repellent will be kept in the office and students will be supervised during application.

Ticks: Ticks are prevalent in this area. Ticks prefer to live in woods, tall grass, weeds, and brush. They climb onto low vegetation and attach to suitable hosts which pass by including pets and people. Once a tick is discovered on a human, the best way to remove it is to grasp the tick just behind the point of attachment with tweezers and pull slowly and steadily straight out until the tick is dislodged. Then, immediately wash the bite area thoroughly with soap and water and apply antiseptic. Make sure that the tick has been removed completely intact. If not, it must be reported to a medical care giver. Cover arms and legs when in tall grass or wooded areas, and tuck pant legs inside socks. White clothing is the easiest to spot ticks due to the black color of ticks and the contrast it provides.

IMMUNIZATION POLICY

State of Maine Requirements for School Children:

The Department of Human Services and the Department of Education regulations which govern the immunization of school children state:

*No superintendent of schools may permit any child to be enrolled in or to attend a school without a certificate of immunization against each disease listed below.

*To demonstrate adequate immunization against each of the diseases listed below, a child shall present the school with a Certificate of Immunization from a physician, nurse, or health official who has administered the immunizing agent (s) to the child. The certificate shall specify the immunizing agent, the dosage administered, and the date (s) on which it was administered.

*The following schedule is the schedule of minimum requirements for immunizing agents administered to children entering school:

Diphtheria/Pertussis/Tetanus: Five doses of any DPT containing vaccine or DT (pediatric).

Poliomyelitis: Four doses of OPV or IPV.

Measles/Mumps/Rubella: Two doses of MMR.

Varicella (chicken pox): One dose.

The certificate of immunization must be presented to the school before the child can enter.

Mrs. Werwaiss, R.N.
School Nurse

MEDICATION PROCEDURES

All schools in Union 47 follow the medication procedures listed below:

TO: Parents/Legal Guardians

FR: William C. Shuttleworth, Superintendent of Schools

RE: Union 47 Medication Procedures

To prevent legal problems and adverse side effects pertaining to medications taken at school, the school nurse, and other school personnel will **not** provide aspirin or Tylenol or any other "over the counter" non-prescription medications to students.

If any "over the counter" non-prescription medication is part of the student's medical care plan, and is to be given to the student during school hours, the medication must be accompanied by a written request from the parent or legal guardian and the student's personal physician or dentist stating that the medication is necessary to the student's health and must be taken during school hours.

The request must include:

1. Student's Name
2. Name of the Medication
3. Dosage, Amount, and Time to be given
4. Reason for the Medication
5. Possible Side Effects, if known, and The Action to be Taken
6. A Phone Number where the Parent or Legal Guardian can be reached.
7. Signature of the Parent or Legal Guardian
8. Signature of the Physician or Dentist

The parent or legal guardian may choose to come to the school office and administer the medication to their child themselves.

All prescription medications that must be given to a student during school hours are to be in the original prescription bottle, properly labeled, and accompanied by a written request from the parent or legal guardian stating:

1. Student's Name
 2. Name of the Medication
 3. Dosage, Amount, and Time to be given
 4. Date Prescribed and Date of Expiration
 5. Reason for the Medication
 6. Name of the Physician or Dentist and their phone number
 7. Possible Side Effects, if known, and the Action to be Taken
 8. A Phone Number where the Parent or Legal Guardian can be reached
 9. Signature of the Parent or Legal Guardian granting their permission for the medication to be given in school by either the school nurse or by designated non-medical school personnel.
- The above also applies to asthma inhalers, diabetic testing kits, diabetic insulin, glocogon, glucose tablets, bee sting kits, epi-pen or epi-pen jr. kits, which are to be kept in a designated area in the school.

Forms for administration of medication at school are available by contacting the school office. Extra forms can be obtained by contacting the school office. Medication envelopes or plastic bags **cannot** be accepted. Extra labeled containers can be requested from your pharmacist. Medications sent to school improperly packaged and/or without information as listed above **will not** be administered and the parent or legal guardian will be notified. Students are not allowed to carry their own medication in their pockets, purses, or book bags. All medications are to be brought to the school office where it will be kept in an area inaccessible to other students and administered to the student at the appropriate time. Students should not transport more than one day's supply of medication at a time. Larger amounts should be brought to the school office by the parent or legal guardian or another responsible adult.

FOOD SERVICE

A balanced, hot lunch is offered daily at the school. Students who bring a bagged lunch may buy milk. Students in grades 5 and 6 are offered the opportunity to assist kitchen staff on a weekly basis. Any 5th or 6th grader bringing written permission from parents will be given this opportunity. In return students will receive a free lunch for that day. Students may be eligible for free or reduced meals. Students who qualify for free or reduced lunch need to pay for their lunch milk on days that they choose to bring their own lunch. Lunch and/or snack milk is not part of the free or reduced program and needs to be paid for by students. Applications for free and reduced lunch will be sent home during the first week of school. Applications may be filled out at any time during the school year and must be reevaluated if your financial situation changes.

Lunch costs \$1.75, lunch or snack milk costs \$.25, reduced lunch costs \$.40. Parents are welcome to join us for lunch anytime. Please call by 9:00 am to reserve a spot. Adult lunch costs \$3.25. It is helpful if money from families is kept separate for each child in different grades. Please make checks payable to: **Georgetown School Lunch Program.**

Meals are served on a prepaid basis. Money is collected for the week on the first school day of that week. Money will not be collected after Wednesday. A bill will be sent home on Friday. Students may not charge more than three items in one week and will be asked to bring a lunch from home if these charges are not paid. Change is not sent home, but kept as a credit on your account.

Mrs. Clark
Food Service Manager

BUSING

Bus services are provided through a contract with a private carrier. Bus schedules will appear in the newspaper prior to the beginning of the school year. All students will be dropped off at their regular bus stop unless we receive a note from home stating a change. Please be sure that your child has a note to give to her/his teacher. In the event that your child does not have a note, please call the office. **We cannot make any changes in transportation without parental permission.**

STUDENT RECORDS

Student records are kept confidential except that requests by parents to review their child's cumulative record will be granted. In this case, parents need to notify the school to set up an appointment. The school is always interested in keeping an open dialogue with parents about instructional materials. Any parent interested in reviewing these materials is encouraged to contact the school to make arrangements. Report cards are held until lost or damaged books and other school materials are either returned or paid for. Student directory information, which includes the student's address and telephone number, is given out to parents involved in helping with our emergency calling tree and upon request to parents wishing to send birthday invitations to their child's classmates. If you do not wish to have your child's directory information given out for these purposes, please notify the school office and we will give you a form to fill out.

NOTIFICATION OF RIGHTS UNDER FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

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 students' education records. They are:

- 1.** The right to inspect and review the student's education records within 45 days of the day Georgetown Central receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- 2.** The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Georgetown Central School to amend a record that they believe is inaccurate or misleading. They should write the school principal or superintendent, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the Georgetown Central School decides not to amend the record as requested by the parent or eligible student, Georgetown Central School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- 3.** The right to consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school unit as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school unit has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. Upon request, the Georgetown Central School discloses education records, including

special education records, without consent to officials of another school district in which a student seeks or intends to enroll. A copy of all the student's education records must be sent to any school administrative unit to which a student applies for transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Georgetown Central School to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202

5. Georgetown Central School may make public at its discretion personally identifiable information from the education records of a student without parental consent if that information has been designated as directory information by the school. The school unit has designated the following as directory information: student name, the student's participation in officially recognized activities and sports, height and weight of student athletes and grade level in school of students in extracurricular activities, date of attendance at Georgetown Central School, and honors and awards received.

Such information will not be disclosed if the parent of the student or an eligible student informs the school unit in writing by July 1 for the upcoming school year or within 30 days after enrollment, whichever is later, that such information is not to be designated as directory information with respect to that student. Any such notices should be sent to the Superintendent of Schools at the following address:

Superintendent of Schools
School Union # 47
123-B State Road
West Bath, ME 04530

Under Maine Law, Georgetown Central School shall not publish on the Internet without written parental consent any information, whether directory or otherwise, that identifies an individual student, including but not limited to that student's full name, photograph, personal biography, e-mail address, date of birth, social security number, and parents' name. Legal Reference: 34 C.F.R. Part 99; 20-A MRSA § 6001 Federal Register, Vol. 61, No. 226, at 59297 (November 21, 1996)

CHILD FIND FOR STUDENTS WITH DISABILITIES

School Union #47 has the responsibility to identify, locate, and evaluate all children of school age (5-20 years), residing within their towns (Arrowsic, Georgetown, Phippsburg, West Bath and Woolwich) that may be in need of special education services due to a disability. This includes students attending public or private schools, or those who are home-schooled. In addition, children 0-5 years of age have the same rights through the Child Development Services System. If you have a child or know of a child residing within School Union #47 who may have a disability, please contact the Special Services Administrator at School Union #47 (443-1113) for children age 5-20 years, or Child Development Services Search (725-6365) for children age 0-5 years.

EMERGENCY PROCEDURES

Georgetown Central School staff and students practice fire drills several times throughout the school year. When the fire alarm is sounded, students leave their classrooms by the nearest unblocked exit and proceed to a designated "safe" area outside the building. Students are given instruction and practice regarding emergency procedures in the event that an actual emergency occurs. In the case of student illness at school, the student is generally sent to the office to rest. If the student is too ill to stay at school,

the parent/guardian is contacted via the information on the student emergency form. If a student is injured during the school day, he/she is sent to the office for treatment (such as ice packs, Band Aids, etc.) if necessary. If a student's injury is serious, the parent/guardian is contacted. In some instances of serious injury, the school will contact 911 as well.

COUNSELING SERVICES

Classroom Instruction:

Regular classroom instruction is provided to students by the School Counselor. These lessons are reinforced by the classroom teacher. Lessons are based on the following themes:

September - Setting Sail - Getting to know your school community

October - Charting Your Course - Making choices

November - Ahoy Mate - Getting to know yourself and others

December - Ship to Shore - Participating in your community

January - Flags of Many Colors - Learning about differences

February - S.O.S. - Communicating with others

March - All Aboard - Teamwork and conflict resolution

April - Staying Afloat - Personal safety and staying safe

May - Jobs on Our Journey - Career exploration and the world of work

June - Bon Voyage - Making Transitions

Individual and Group Counseling:

Students who need or desire more work in developmental guidance, or on other issues, may participate in individual or group counseling sessions with the School Counselor. Some of the more common issues include:

- * Building self-esteem
- * Improving peer relations
- * Improving communication skills
- * Coping with crisis (loss, separation, divorce)
- * Coping with change/stress
- * Making better choices

Parent Consultation:

The School Counselor is available to parents of our students. Some of the areas in which we may work together are:

- * New student orientation
- * Home/school relations
- * Helping children achieve success
- * Self-esteem building
- * Parenting issues
- * Dealing with crisis
- * Referrals to community agencies

Mrs. Thibodeau
Guidance Counselor

RULES OF SPECIAL NOTE

Chemicals in Schools: our school follows state regulations for the use and storage of chemicals that can be hazardous to children. Parents are encouraged to select nontoxic products when purchasing school supplies. Corrective tape is recommended as opposed to liquid.

Dress Code: In general, a student's clothing should cover their underwear so that it does not show. Girls should not wear tops or dresses with "spaghetti" type straps. Shorts and skirts should be mid-thigh in length. Shirts and pants should cover a student's back and stomach. In short, the student's body should be reasonably covered up. In fairness, we ask the younger students to follow these rules as well as the older students. Shorts and knee-length skirts are not allowed from Columbus Day through April vacation. Girls may wear knee-length skirts in the winter, if they wear tights underneath and bring pants for recess.

Student clothing should not promote the use of tobacco, alcohol, or drugs. Clothing should not have insulting, sexual, or vulgar words or pictures on them.

When a student comes to school with clothing that is not allowed in the dress code, we will ask them to put on a sweatshirt or sweater. Sometimes a shirt can be turned inside out or the child has a spare in their bag. There may be times when a parent will be called to come with a replacement piece of clothing.

Hats, bandannas, hoods and other head coverings should be removed upon entering the building.

Students should not wear make up to school.

Dressing for the Weather/Recess:

Each class has a 15 minute morning recess and a 20 minute afternoon recess. All children are expected to go outside for school recess except in rainy or very cold weather, when inside recess will be offered.

During the winter months, students must wear a coat outside. Hats, mittens/gloves, snow pants and boots are required daily in snowy, cold weather. In the fall and spring months when temperatures fluctuate, daily decisions will be made about outerwear. It is recommended that students come prepared at those times with a sweatshirt, fleece, or other long-sleeved coat. Please label all outerwear with your child's name.

It is helpful if parents send in an extra set of clothing for your child to keep at school in case he/she gets wet at recess. When your child wears boots to school they should bring an extra pair of shoes or slippers.

Electronic Mail (E-Mail): students are not allowed to access personal home e-mail accounts during the school day.

Electronics and Toys: students are asked to leave electronic items and toys at home. Radios, iPods, tape/CD players, computers, Gameboys, and other hand-held games, laser pens/pointers, electronic pets, remote-controlled items, personal electronic organizers, and other electronic items are considered to be non-educational and should not be brought to school. If a student brings a toy or electronic item to school, it must be kept in the student's backpack during the school day. An exception will be made if the student is "sharing" the item at a morning meeting, but the toy will be returned to the backpack after it has been shared with the class. The school assumes no responsibility or liability if items are brought to school and are damaged.

Pagers and cell phones must be kept in a student's backpack, turned off, during the school day.

Electronics on Field Trips: prior to a field trip, each teacher will clearly communicate to parents their guidelines for the use of electronics while riding the bus to and from the field trip location.

Field Trips: Family and friends are not allowed on a school field trip unless the individual is an approved chaperone. All chaperones must undergo a security check prior to the field trip. Students cannot be dropped off or picked up at another location going to or returning from a school field trip. If a parent wants to pick up a child at a field trip location he/she must arrange this with the school secretary in advance.

Internet Use: Please refer to the school's internet use policy. During the school day, students will be supervised while using the internet for educational purposes. Downloading of music or other media is not allowed. Please refer to the school's internet use policy in the Student Code of Conduct on page 22.

Invitations to Parties: Invitations to non-school events, activities, parties, etc. may not be given out at school unless all children in the classroom are invited.

Wellness

We believe that student wellness and good nutrition are related to a student's physical and psychological well being and their readiness to learn. We are committed to providing a school environment that supports student wellness, healthy food choices, nutrition education, and regular physical activity.

In keeping with school board policy on wellness (available upon request), parents are encouraged to provide nutritionally sound snacks from home and food for classroom parties or events. Soda should not be brought to school.

Annual Notification of Asbestos-containing Building Material in All Union 47 School Department Facilities - September 1, 2006

TO: All Union 47 School Department employees, parents and guardians, and Georgetown residents

All schools/buildings in Union 47 School Department have been inspected for the presence of Asbestos Containing Building Materials (ACBM's). A written plan for the management has been developed. This plan, noting the type and location of ACBM's is available for inspection at the office of the Superintendent and in each Principal's office. Copies may be made on request for a cost of 10 cents per page.

The management plan is an outline of operational procedures designed for the proper maintenance and safety of all people who work, study, or are otherwise present in any of these buildings to minimize the exposure to asbestos hazards.

The condition of all ACBM's will be semi-annually subject to surveillance.

The following inspections and maintenance activities occurred during the past year:

- Semi-Annual Inspections
- Cleaning and Maintenance

The following activities are planned for the upcoming year:

- Semi-Annual Inspections
- Cleaning and MAintenance

Sincerely,
Theresa C. Lash, AHERA Designated Person
Georgetown School Principal

Annual Use of Pesticide Notification

Dear Parent, Guardian, or Staff Member,

State law now requires that schools notify families and employees of existing policies and procedures related to pesticide use. The following information will help you to better understand procedures for any potential pesticide application on school grounds.

Pest Control

Because pesticides pose risks, the school uses an alternative approach to merely applying pesticides. Control of insects, rodents, and weeds at our school focuses on making the school buildings and grounds an unfavorable place for pests to live and breed. Through maintenance and cleaning, we will reduce or eliminate available food and water sources and hiding places for the pests. We will also routinely monitor the school area to detect pest problems and prevent the pests from becoming established. Some techniques we will use include pest monitoring, sanitation, pest exclusion, proper food storage, pest removal, and, as a last resort, pesticides. This holistic approach is often called Integrated Pest Management (IPM).

Pesticide Use

Sometimes pesticide use may be necessary to control a pest problem. When that happens, the school will use the lowest risk products available. If higher risk pesticides must be used, notices will be posted at application sites and parents, guardians, and staff have a right to know.

Your Right to Know

Parents, legal guardians, and school staff will be notified of specific pesticide applications made at the school. Notification will be given at least five days before planned pesticide applications. Pesticide application notices will be posted in school and on school grounds. Notification need not be given for pesticide applications recognized by law to pose little or no risk of exposure to children or staff.

The school also keeps records of prior pesticide applications and information about the pesticides used. You may review these records as well as a copy of the Pesticides in Schools regulation (CMR 01-026 Chapter 27) by contacting our IPM coordinator, Greg Guckenbug, at 371-2160.

If you have any question, please contact me or Greg Guckenbug. A copy of the Georgetown Central School Integrated Pest Management Policy is kept at the school and is available upon request. For further information about pests, pesticides, and your right to know, call the Board of Pesticides Control at 207-287-2731 or visit the Maine School IPM web site at: www.thinkfirstspraylast.org/schoolipm.

Sincerely,
Theresa C. Lash
Georgetown School Principal

Georgetown Central School does not discriminate in the operation of its educational and employment policies and will comply with all appropriate laws relative to discrimination. Please report all complaints concerning discrimination, harassment, or grievances to any teacher or administrator at:

**Georgetown Central School
P.O. Box 469
52 Bay Point Road
Georgetown, Maine 04548
Telephone: 371-2160**