



Northshore Phoenix High School

Student Handbook

School Year-2026-2027

TABLE OF CONTENTS

Welcome Letter	3
Emergency Contact	4
Referrals and Admissions	5
Staff Contact	6
Mission Statement	7
Change of Address	8
Dismissal from Class	8
Dress Code	8
Drug Testing Procedures	8–9
Dual Enrollment	9
Field Trips / After-School / RIA	10
Graduation Requirements	10
Illness & Exclusion Guidelines	10–11
Meals, Food & Drink Policies	11
NPHS Discipline System	11–12
Official Transcripts	12
Personal Property Policies	12
Release of Student Name	13
Phone Usage & Student Messages	13
Statewide Assessments	13
Student Code of Conduct	14
Student-Driven Automobiles	14
Title IX	14



Welcome back Students and Parents/Guardians of our Northshore Phoenix High School Community,

There have been many changes over the last few months and our students have been wonderfully adjusting to most of them. First of all, we have moved to our new location at the Cummings Center. We will be sending out invites to all of you to attend the open house on October 8th so you can see the new space and hear about some of the programmatic changes we are making. We have also hired an Assistant Principal, Mike Burns, and a Clinical Coordinator, Sarah Rossman. An email was sent to you earlier in the year, by Ana Lanzilli, letting you know who your child's case manager is. If you have any questions regarding your student's progress, please do not hesitate to reach out to them.

As many of you know, we are in our 21st year of running this school and it was time to refresh and renew. As you know, we have a new name, a new space, and a variety of new programming. These also include an updated cell phone policy (which outlines that students will be expected to put their cell phones away during classes and groups). We will also be reviewing our drug testing policy and procedures and our suspected use policies. Please make sure you have reviewed the [handbook and addendums](#) and have signed that you have done this. Please, do not hesitate to reach out if you have any questions or concerns.

Sincerely,



Michelle D. Muffett-Lipinski, Principal, Northshore Phoenix High School

MENTAL HEALTH EMERGENCIES:

As you know, crises often happen beyond the school day when NPHS staff are unavailable. Please, keep these crisis numbers in your phone in case of an emergency. If there is a medical emergency, call 911.

Please note that we **do not regularly monitor emails and voicemails** outside of regular school hours (M - F 8:30am-3:30pm). If you or a friend/family is in immediate danger of hurting yourself or others, please go to your nearest emergency room, call 911 or call one of the crisis lines below:

- National Crisis Line: Text or Call **988** or **1-800-273-8266(TALK)**
- Massachusetts Behavioral Health Helpline: **Text or Call 833-773-2445**
- Local Emergency Psychiatric Assessment Services:

Danvers & North Shore Area:	Lynn Area:	Haverhill Area:	Lawrence Area:	Lowell Area:	Salem Area:
888- 769-5201	800- 988-1111	978- 521-7777 800- 281-3223	978- 620-1250 877- 255-1261	978- 455-3397 800-830- 5177	978- 744-1585 866- 523-1216

Referrals and Admission Procedures

The Northshore Phoenix High School has educational and recovery-focused opportunities available for students in grades 9 through 12.

STEP 1: Initial Contact/Brief Intake Information

To schedule a tour, please contact:

Ana Lanzilli

Administrative Assistant

Northshore Phoenix High School

Phone: 978-922-3305 ext. 1600

Email: alanzilli@nsedu.org

STEP 2: Tour, Information and Interview Session

Tours are scheduled Monday through Thursday between 9:00 am and 3:00 pm. Tours typically take about 45 minutes. This visit needs to be scheduled in advance through Ana Lanzilli, alanzilli@nsedu.org 978-922-3305 ext.1600. Parents/guardians must accompany prospective student. Your child will have an interview with their principal or designee to determine whether their placement is appropriate for NPHS. During the interview you and your child will be expected to discuss their current commitment to addressing substance use and mental health issues that are currently impacting their lives. If your child is on an IEP or 504 plan please bring that documentation with you as well as any recent psychological testing or discharge paperwork.

STEP 3: Application and Required Documentation

Application must be returned with all required documentation as listed on the form prior to enrollment acceptance. Please send completed forms to us via fax, email or mail to:

Ana Lanzilli

Administrative Assistant

Northshore Phoenix High School

Email: alanzilli@nsedu.org

Northshore Phoenix High School Staff Contacts

Main Number: (978)-922-3305

Office Fax: (978) 922-0078

Principal

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Lead Clinician

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Adjustment Counselor

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Guidance Counselor

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msullivan@nsedu.org

Science Teacher/IEP

Coordinator Maryellen

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Executive Assistant

Ana Lanzilli

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Art Teacher

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English Teacher

Michaela Gile

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Math Teacher

Brett Legault

Phone Ext: 1610

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History Teacher

Jake Zeigler

Phone Ext: 1603

jzeigler@nsedu.org

Recovery Counselor

Chad Gaetano

Phone Ext: 1612

cgaetano@nsedu.org

Nurse

Samantha Nimblet

Phone Ext: 1345

Fax: 978-522-6555

snimblett@nsedu.org

ESL Teacher

Meg Brady

mbrady@nseud.org

MISSION STATEMENT

Working to create and maintain a safe and respectful recovery community through academic achievement, community service and personal responsibility. The Northshore Phoenix High School recognizes that learning, as well as personal growth and development, occur not only in the classroom, but during social experiences as well. Students at NPHS often need adult support and guidance when certain psychosocial stressors are encountered and learn valuable social and life-skills in our therapeutic milieu.

Northshore Phoenix High School is a Massachusetts recovery high school, a specialized academic program for students ages 14-21 whose mental health or substance use challenges make it difficult to thrive in a traditional school environment. It is a fully accredited high school where students are empowered to continue their education while reclaiming their health, confidence, and a renewed sense of possibility. Operated by the Northshore Education Consortium, the program seamlessly integrates public health with education, allowing students to earn transferable credits, take MCAS assessments, and progress steadily toward graduation based on their individual strengths.

Our approach is grounded in trauma-informed, non-punitive care, empowering teens and young adults through personal accountability in a compassionate community surrounded by peers and mentors. Our experienced staff partners with students, families, school districts, and community organizations to create a collaborative network that meets students where they are.

- The NPHS contains the following components:
- Serve students ages 14-21 who are willing to address their mental health and substance use challenges
- An underlying philosophy that emphasizes building positive and meaningful relationships between all students and staff
- Create and follow individualized recovery plans
- Provide strong support for families and opportunities for parent involvement
- Small, structured classrooms and groups with a low student to staff ratio
- Follow comprehensive academic curriculum consistent with MA Frameworks
- Individualized attention and programming within the context of the student's known and evolving academic, social, and emotional needs.
- Student support services aimed at promoting academic success and personal development.
- Structured and unstructured opportunities for social and emotional development
- Clear and constructive school rules and expectations, with ongoing modeling by, and feedback from, caring, dedicated, trained professional staff
- A team approach to student success, which includes input from students, families, community collaterals as well as NPHSstaff

Change of Address

Please notify the school as soon as possible with any change in home/program address or telephone number. For student safety it is critical that we have accurate information regarding contact names and numbers in case of emergency.

Dismissal from Class

A student may be dismissed from class if his/her behaviors are disruptive and hinder other students from learning. If a teacher dismisses a student from a class, they may be asked to take a break, or to check in with the school counselor. If a pattern of behaviors leading to repeated class dismissal is evident, the student will also meet with a school counselor.

Dress Code

At NSPH, we value a safe and stable community. In order to create this, please ensure that your student is dressed comfortably and appropriately. This includes no clothing indicating drugs or alcohol, nothing with hate speech, as well as nothing portraying weapons or other upsetting visuals.

Please ensure that all student clothing does not reveal an inappropriate amount of skin. Keep in mind this will change depending on the weather.

Drug Testing Procedures

How often?

Students will be tested on a random weekly basis. If the student is in active recurrence on his/her drug of choice, and per request of student/guardian this may be modified. The drug tests are unsupervised. The students take the urine cup into the bathroom and are not supervised by Northshore Phoenix High staff. These will be monitored by our school nurse and recovery counselor.

What type of tests are used?

The urine cups are quick read cups. It enables us to determine whether a student is positive for several drugs within 5-10 minutes. The following drugs are detected from the new cups: amphetamines, opiates, benzodiazepines, methamphetamines, cocaine, THC, methadone, oxycontin, buprenorphine (suboxone), MDMA/Ecstasy, TCA (antidepressants), Barbiturates, Fentanyl. We also have dips for alcohol. These quick cups will not give the levels of the drug in the student's system. If a student has THC in their system it will continue to be positive for up to 30 days after last use. If alcohol is suspected, staff may use a breathalyzer to determine whether a student may be using alcohol before or during the school day or during after school activities.

What if my child has a positive test?

Some students will test positive because they are prescribed certain medications. It is important to us to have an up to date account of the current medications prescribed. For positive tests from drugs not prescribed we do several things. We will meet with the

student to assess their use and come up with a plan with the goal that aligns with their recovery plan. If deemed necessary, a discussion of treatment options ranging from community support, outpatient counseling, SOAP, IOP, PHP, and inpatient are discussed. These recommendations are discussed with a parent/guardian as well via phone or in-person.

How do I find out about drug test results?

We expect the student to inform parents/guardians within 24 hours of a positive test for THC. Tests that are positive for other substances will result in a conversation with the student to assess the need for immediate evaluation at the Emergency Room due to concerns for overdose or withdrawal. Parents/guardians will be called immediately with test results as outlined on his/her recovery plan.

What do we do if we suspect something or know that our child has been using?

Parents and guardians are critical in helping students adhere to recovery plans. It is important to hear from you if you have knowledge of your child's drug and alcohol use. The Northshore Phoenix High School staff will speak to you about your concerns and come up with a plan with you and your child.

What do I do if my child will not go to treatment?

At NPHS we work with students to be honest about their use and their struggles to adhere to their recovery plans. We honor all pathways to recovery and understand each is on their own path and it takes time to reach and sustain recovery. Individualized plans are developed with students to help them improve their health and wellness and to be successful in school. Developing a mutually acceptable plan for treatment if sobriety is not reached involves the student, parents/guardians, current treatment providers, probation officers, DCF workers, insurance companies, and the staff at NPHS.

Can the tests at NPHS replace the tests for probation officers and treatment providers?

No, we will work with probation officers and treatment providers but students should continue to test for them in addition to the tests at NPHS.

What if the student refuses a drug test?

Our student's case manager will contact you regarding a refusal to provide a screen. This will be done by end of the day of the refusal. If a student continues to refuse a drug test, the case manager will request a meeting with the family and any other collateral.

Dual Enrollment

Students may have the opportunity to enroll in college courses when appropriate to support their academic achievement and post-secondary transition goals.

Dual enrollment is considered for the individual student by the educational team. Families are responsible for tuition, fees, books, and transportation unless other arrangements have been made with the sending school district.

Field Trips /After-School, Opportunities/RIA

Finding ways to engage in social situations without using substances is an integral part of the journey to recovery and better health.

If students would like to join the field trips and/or any after school opportunity, **the**

parent/guardian MUST sign the release in the enrollment packet. Parents will be informed of field trips by NPHS staff, verbal consent will be given and transportation arranged.

Students take field trips for recreational and learning experiences. All field trips should be considered a school “class” occurring off campus, and all school rules and expectations will remain in place. Staff will review any changes in expectations with the students and, as needed, with parents/guardians, before the trip.

Attendance in any field trip is at the discretion of Northshore Phoenix High School staff. If a decision occurs that does not allow a student to attend the field trip, both the student and their guardian will be notified as soon as staff is able to do so.

Graduation Requirements

Students earn a diploma by meeting the graduation requirements established by their sending school district.

NPHS works closely with students, families, and sending school districts to monitor academic progress, credit accumulation, graduation requirements, and transition planning. Course grades and credits earned at NSPH are reported to the sending school district for inclusion on the student's official transcript.

Students who successfully complete the graduation requirements of their sending school district receive their diploma from that district. They will also be recognized and celebrated by NPHS in a highly personalized ceremony for meeting our expectations of being an amazing young person.

Illness/Absentee and Exclusion from School Guidelines

The school nurse or program administrator may exclude a student from school for health reasons if the student presents with the following:

- Fever: Temperature of 100.3 or higher. Student must be fever free for a full 24 hours before returning to school.
- Respiratory: A congested cough or are coughing up thick mucus.
- Eye/Nose Drainage: Any that is not normal for your child.
- Skin Problems: Rashes, infected sores, sores with drainage that are undiagnosed or contagious. Diarrhea: Increased loose stools within a 24 hour period, without a defined underlying cause. Must be symptom free for 24 hours before returning to school.
- Vomiting: Two or more episodes of vomiting within a 24-hour period, without a

defined underlying cause. Must be symptom free for 24 hours before returning to school.

- If your child is actively using a substance that alters their ability to access the curriculum.

If your student will not be in attendance please call the Main Office at 978-922-3305 ext. 0.

Other considerations for exclusion:

- The student has a condition which requires immediate intervention or requires ongoing supervision, which cannot be adequately provided in a school setting.
- Should a student become ill while in school, the nurse shall determine if the student is able to remain in school for the day. When a student is deemed too ill to remain in school, the parents or those delegated by the parents/guardian will be notified and asked to pick the student up. If that is not possible, parents or the school, after discussion, may call transportation to have the student transported home. In no case shall the student be released without proper delegate notification.
- Students who are seen by the nurse and do not have an elevated temperature or obvious signs of illness will be returned to class at the discretion of the nursing staff.

Meals, Food and Drink Policies

Breakfast

Northshore Phoenix High School offers breakfast each morning to all students.

Lunch

Northshore Phoenix High School offers lunch each afternoon to all students.

- Refrigerators are available for students who choose to bring lunch.
- Microwaves are available to heat items as needed.

Ordering Food/Delivering Food

- Students must have the permission of staff to order food throughout the school day.
- We encourage students to have any food/beverages to be delivered before school or during lunch so it will not disrupt their academic schedule.

Northshore Phoenix High School Discipline System

Depending upon the level of behavior and the disruption and/or impact upon the school and other students, various levels of disciplinary response will be utilized. This can start at very low-level responses that include verbal redirection or dismissal from class for short periods of time. Additionally, loss of breaks, in school detentions and suspensions can be implemented.

Suspension

- Suspension from school is a serious behavioral consequence used at the discretion of the Principal or Principal designee for extreme misbehaviors, such as violations of our safety rules and/or continuous disruptive behavior.
- Every effort will be made to notify parents/guardians and/or appropriate D.C.F. or

D.Y.S. or court appointed care workers on the day of suspension.

- Written notice regarding the incident, the date of the incident, and the suspension will be sent to parents within 24 hours.
- A re-entry meeting with parent/guardian may be required the following day.
- When the accumulated suspensions approach a total of 7 or more days, a TEAM meeting may need to be called to review the I.E.P. and possibly the appropriateness of the placement. If the NPHS team has significant concerns about the student's ability to be successful following any suspension, a TEAM meeting may be called to address the continued issues and concerns.
- Students who are suspended out of school are prohibited from being on or near school property before, during or after school hours.

The following actions may result in suspension

- Violating any of our school's safety policies
- Not going to the Principal's office or appropriate office when directed
- Leaving school grounds without permission
- Refusal to cooperate with search due to suspicion of weapons, drugs, alcohol, contraband or threatening a student or staff person.
- Destruction of Property
- Pulling a false fire alarm
- Behavior requiring Physical restraint
- Bullying another student
- Dangerous behaviors especially if they result in injury to another person or destruction of property
- Demonstrating continuous disrespect for school rules and authority figures, and has not responded to other interventions.
- Vaping in the school
- Use of marijuana/dab pens or other contraband during school hours

Official Transcripts

Official high school transcripts are maintained by each student's sending school district.

NPHS provides grades, credits, and other academic records to the sending district to support the preparation of official transcripts. Students and families requesting transcripts for college admissions, employment, military service, or other postsecondary opportunities should contact the guidance office or counseling department of their sending school district.

Personal Property Policies

All Electronic Devices

Students who choose to bring personal electronic devices to school do so at their own risk. Many of these devices are quite expensive. NSRHS takes NO RESPONSIBILITY for lost, stolen, damaged, broken, or other problems that occur with electronic devices UNLESS the item has been confiscated by a staff member.

Other Valuables

Students are discouraged from bringing valuable items to school. This includes jewelry, large amounts of money, as well as the aforementioned cell phones, MP3 Players, Game Boys, etc. Students should not bring items to school to sell, trade or

buy. In addition, we strongly discourage lending or borrowing of valuables. Students who bring valuables to school do so at their own risk.

Release of Student's Name

The Northshore Education Consortium does not issue the names, addresses and personal information about students to any outside agencies without the consent of the student and parents in accordance with Massachusetts Law 603 CMR 230.07 (4).

School Telephone Usage and Student Messages

- A student who needs to make a phone call during school time is expected to see a school counselor to discuss the purpose of the call. The student will be given access to a school phone, if necessary, to complete calls deemed necessary
- If a parent/guardian needs to reach their student during the school day, please call the main number and speak to the main office staff. Your call will be directed to the staff most able to help you with your call
- Calls to student cell phones during school hours are expected to go unanswered given the expectation that all phones are not being used during class time. Please help your student follow school cell phone rules by neither arranging to call nor text them during school hours
- Urgent messages for students can be left with the main office, guidance counselor or adjustment counselor. If you are unsure of their extension, the main office will direct your call
- Phone calls to teachers will not be answered during instructional time, as this is disruptive to class. Please leave a message and it will be returned as soon as possible
- Please try to avoid calls to the school immediately before and during dismissal time

Statewide Assessments

NPHS administers statewide assessments in accordance with the requirements of the Massachusetts Department of Elementary and Secondary Education (DESE).

Students participate in the Massachusetts Comprehensive Assessment System (MCAS) and, when applicable, ACCESS for ELLs. Students with disabilities receive testing accommodations identified in their Individualized Education Program (IEP). Students who meet state eligibility criteria may participate in the MCAS Alternate Assessment (MCAS-Alt).

Although MCAS is no longer a statewide graduation requirement, participation in required state assessments remains an important component of Massachusetts' educational accountability system. Families with questions regarding statewide testing should contact the school administration.

Student Code of Conduct

The following are the expectations for student behavior and presentation while at school:

In order to maintain a positive and supportive school community, all students are expected to act in a respectful manner towards peers and staff. Understanding that this can be challenging during times of distress, there are many support services available that can assist the student in learning and using appropriate coping and self-management skills.

- Demonstrate respect at all times
- Use Respectful Language (See section below)
- Be considerate of other people
- Treat people with civility, courtesy, and dignity.
- Never intentionally ridicule, embarrass, bully or hurt other people.
- Accept personal differences and choices.
- Solve problems without violence.
- Comply with reasonable requests

Student Driven Automobiles

Students should have a valid drivers' license to operate a vehicle. Students who fail to demonstrate safe operating procedures may lose their privilege to drive to school. Additionally, student drivers may not transport any other student to or from school unless there is parental permission at any age. All student vehicles must be parked in designated student parking. All student vehicles are subject to the same search and seizure policy found in the handbook

Dismissal

- NPHS Staff will supervise all students at dismissal to make certain that all students take their previously scheduled form of transportation.
- Students who drive to and from school follow these same dismissal policies. A student who drives to and from school may NOT drive his/her friends from school at dismissal without permission.
- Students, regardless of their age, are not permitted to "Sign Out" of school during the school day without permission. Early dismissals or temporary changes to their previously scheduled form of transportation must be communicated to school personnel in advance, and may be confirmed with a follow up call or other means, by school personnel. Attempts to alter transportation plans near or at dismissal times will not be facilitated.

Title IX

Northshore Education Consortium policy is not to discriminate on the basis of sex, race, religion, color or national origin in any of its programs or activities.

