

West Minico Student Handbook

2019-2020



Empowering Students for Success!

MISSION STATEMENT: The purpose of West Minico Middle School is to provide, through the educational process, a positive learning atmosphere in which our students may achieve high success in reaching their maximum potential, both in school and in life.

ATTENDANCE

When a student is absent for any reason, the parent or guardian must call the school (438-5018) for each day of absence.

A student will be required to check in at the office before going to class if he/she enters school late in the morning or later throughout the day due to illness, appointments, etc.

The student still receives a tardy, even if excused by the parent. If a student is tardy more than 15 minutes, it is an absence.

Parents are required to check their child out of school throughout the school day by signing a sheet in the office. If a student has excessive absences, he/she may be referred to the court system.

DISCIPLINE POLICY FOR TARDIES

Student tardiness is disruptive to the educational process. Students are to be in their seats when the tardy bell rings.

Consequences for excessive tardiness per trimester are as follows:

3 Tardies in one class..... 30 Minute Detention

4 Tardies in one class..... 60 Minute Detention

5 Tardies in one class Saturday School

Additional tardies will be referred to the administration for further consequences.

TRUANCY

Truancies occur when:

- students leave school without permission after reporting to school.
- students are absent from school without the knowledge or permission of their parents, guardians, or school personnel.
- there is an absence from any class that is not authorized.
- students are found in an area they neglected to get permission to be in.

Students who are truant will be subject to the following disciplinary action: Truancy will result in one day of in-school suspension (PASS room). If truancy is considered habitually truant, appropriate disciplinary action will be taken, and the student will be referred to the court system.

BEHAVIOR ON SCHOOL BUSES

Students are expected to conduct themselves on school buses in a manner that is consistent with appropriate classroom behavior. Students not following bus rules will be subject to disciplinary action from the director of transportation, school administrators, or both.

BACKPACKS/BOOKBAGS

Students may carry these items to and from school; however, they must be stored in school lockers during the school day.

BUILDING HOURS

The school entrances will be opened at times consistent with bus arrival and departure. Entrances will be unlocked at 7:30 AM and locked again at 4:00 PM. Students participating in after school activities should have rides arranged for in advance and should not loiter in the building. Hall hours are: 8:00am-3:30pm. Students not participating in school activities need to be off the school grounds by 3:30 p.m. Halls are closed during lunches. The school office closes and front doors are locked at 4:00pm. Students waiting for rides after school are only allowed in the front foyer. If they are found elsewhere in the building, students may be escorted out by police.

2019-2020 Bell Schedule

- 1st bell-8:06 AM
- Advisory-8:10-8:44
- 1st-8:48-9:55
- 2nd-9:59-11:06
- 6th Grade Lunch-11:06-11:37
- 3rd-11:10-12:17
- 7/8th Grade Lunch-12:17-12:48
- 4th-11:41-12:48
- 5th-12:52-1:59

- 6th-2:03-3:10

CHEATING

Students are expected to do their own work. Students who are caught cheating in their classes will receive a zero on that assignment/test as well as be given a 60 minute detention. If the problem persists, the student will be referred to the building administrator.

DEMERIT POLICY Demerits

- 30 Minute detention1
- 60 minute detention2
- Temporary Classroom Removal2
- Suspension (per day)..... 10

DETENTION

If a student is given detention, he/she will receive a copy of the detention notice which will inform the student and parent/guardian of the reason for the detention. This notice will be taken home for the parent/guardian to sign and return. Detentions will be served during lunch time.

GRADING

The following grading scale is used:

100-97	A+	76-73	C
96-93	A	72-70	C-
92-90	A-	69-67	D+
89-87	B+	66-63	D
86-83	B	62-60	D-
82-80	B-	Below 60	F
79-77	C+	Pass/Fail	Non- Academic Classes

Renaissance

Students may earn a Renaissance card which entitles them to benefits while shopping in our community.

- Gold Card..... 3.75-4.00
- Silver Card 3.25-3.74
- White Card..... 2.75-3.24
- White Card..... increase GPA by at least 0.5 points

DRESS CODE

Student dress, personal appearance, and conduct are required to be of such character as not to disrupt or distract from the educational environment of the school.

Basic guidelines for student dress are:

- No head coverings in building
- No sleepwear or slippers
- Pants/shorts must be worn at the waist
- Skirts and shorts must be no shorter than 3 inches above the knee
- No skin may be visible more than 3 inches above the knee (this includes holes in all clothing including jeans)
- Shirts must cover waist at all times
- Apparel must not include
 - Reference to drugs, alcohol or tobacco
 - Profanity
 - Gang reference

School administration may add to this policy as needed for specific situations causing distractions to the school environment. Parents will be contacted to bring appropriate clothing, or appropriate clothing will be supplied if students are dressed inappropriately. For further information, see district policy #344.0.

EXTRA CURRICULAR ACTIVITIES

Students must attend at least 3 classes of the school day to participate in any extra curricular activity. Students must have a 2.0 GPA from the previous trimester and maintain at least a 2.0 GPA throughout the season. Additionally, student athletes are expected to have **not** have an F in any class.

Any student who is found guilty of a serious infraction of school rules may be suspended from the extra curricular activity. Additional requirements or special modifications may be provided by the coach, advisor, or building administrator.

FEES

Fees will be charged for special projects made in the elective classes based on the student's choice of project and supplies needed. **All fees for elective classes must be paid by the end of the first week of each trimester.**

SUPERVISION OF STUDENTS

No students shall be in the gym or any other location in the school building unless there is a supervisor in that particular area. Students will be informed of designated areas for outside recess.

BULLYING/HARASSMENT/INTIMIDATION/AGGRESSIVE BEHAVIOR

Bullying, Harassment, Intimidation, and Aggressive Behavior are never tolerated at West Minico Middle School.

Bullying occurs when:

- Harm is intended
- Imbalance of power
- Repeated

All instances are taken seriously and resolved at the discretion of the building administration.

Refer to district policy #372.00 for further information.

LOCKERS

Periodic inspections will be made by the faculty and/or administration to see that lockers are kept neat and orderly. Students only use their assigned locker and keep lockers locked at all times. Students should not share locker combinations with others. Students who fail to follow locker rules will be subject to disciplinary action.

ELECTRONIC DEVICES

Students are expected to bring educational items to school which are listed in the supply list given out at registration. Anything beyond these items such as toys or electronics are expected to stay at home. If a student brings an item to school that is lost, stolen, or broken, the school is not responsible for the loss.

Students are expected to follow Minidoka School Board Policy 362.00 in regards to proper use of Personal Electronic Devices (PEDs) on campus.

Students are expected to give up their PEDs immediately upon entering the classroom. The teacher will keep the PEDs in a safe, visible place where they cannot be accessed without teacher permission. At the end of the period, students will be allowed to take their PEDs when they exit the classroom.

If a student violates the expectations above, the following procedures will be followed:

1st Offense: PED will be confiscated and kept by the teacher until the end of the day. The student can pick it up after school is dismissed.

Additional Offense: PED will be confiscated and parents will be contacted. The device will be kept by the teacher or in the office until parents/guardians pick it up and may be escalated to the principal's office for further discipline.

PROFANITY

Vulgar, profane, or abusive language will not be tolerated on campus or at any school activities. Any infraction will result in an automatic 60 minute detention.

RESPECT FOR SCHOOL STAFF

Any student who refuses to obey a reasonable request made by any member of the school/district staff or who shows disrespect for any member of the school/district staff shall be subject to detention and/or suspension.

SCHEDULING POLICY

Students must have a VALID reason for a schedule change and a Written Schedule Change Request Form before meeting with the counselor. Once the trimester has started, students must **also** have administrative approval and involved teacher approval. After the sixth day of the trimester, if a parent and student elect to have a schedule change, a parent meeting must occur with the principal and involved teachers.

SCHOOL CAFETERIA

The breakfast/lunch program is maintained as a vital part of the health program of the school. Students are expected to keep the commons area clean and to follow all cafeteria rules. Students at the middle schools will be allowed three charges. Students are asked to make lunch payments in the morning before school.

No energy drinks or hot beverages of any kind are allowed at school or at any school activity.

No food or drinks are to be consumed in the hallways or classrooms except when a special activity has been planned by the classroom teacher.

SCHOOL GROUNDS

Each student is expected to accept personal responsibility for maintaining a clean campus.

SCHOOL PHONE

The school phone is available for student use. A student must have permission from the office staff prior to using the office phone.

TEXTBOOKS

All basic texts are loaned to students for their use during the school year. Textbooks are to be kept clean and handled carefully. A fine will be assessed for abused or misused books based on the principal's and/or teacher's judgment. Replacement cost will be charged for lost books and/or excessively damaged books.

STUDENT DISPLAYS OF AFFECTION

Kissing, cuddling, prolonged hugging, and other public displays of affection between students are not appropriate in school, on school grounds, or at school-sponsored activities. Students who fail to follow these guidelines will serve an automatic 60 minutes of detention.

VANDALISM

Any student who steals Minidoka County Joint School District No. 331 property, enters a locked building or enclosure, or destroys or defaces any district property shall receive prompt and decisive action; the proper authorities will be notified and disciplinary action will be taken. This includes destruction to any and all posters and decorations at the school.

Students must have office preapproval before displaying any posters or decorations.

WEATHER

Students are expected to dress appropriately for weather conditions while still following the school dress code. On school days with adverse weather conditions, the building principal may decide to have students stay inside for recess. Recess will be called inside for the following reasons:

- Temperature with wind chill is below 10 degrees
- Rain
- Excess mud, water, or snow on the ground
- Lightning

ZERO TOLERANCE OFFENSES

When any of the offenses below occur, the student in question will be immediately removed from the school and turned over to the authorities for further action.

- Possession, use or sale of illegal drugs on school grounds
- Possession of deadly weapons of all kinds
- An act involving the use or possession of a deadly weapon
- Possession of explosives, ammunition, or other flammable devices (fire crackers are explosives)
- An assault or battery of a sexual nature
- Battery on school employees
- Threats of violence toward teachers, other school employees, or students
- Threats of serious injury to students

- Any act that did, or could reasonably have resulted in serious bodily injury to another
- Damage or threats of serious damage to school/staff property
- Theft of school property/personal property

GANG ACTIVITY

All gangs and gang activities are prohibited on all school premises and at any school sponsored activity, regardless of location. This includes, but is not limited to: creating intimidation or fear; graffiti; or wearing, possessing, using, distributing, displaying or selling any clothing, jewelry, emblem, badge, symbol, sign, gesture, code, or other evidence of membership or affiliation with any gang.

ALCOHOL/DRUGS/TOBACCO/VAPING

- Law enforcement and parents will be contacted upon verification of the violation.
- The student will receive suspension for 3 to 5 school days. (Additional days may be recommended by the Superintendent or the Board of Trustees.)
- The student will be subject to the consequences outlined in the school code of conduct for all school sponsored activities.

Repeated violation of this policy will result in additional consequences.

FIGHTING

Students fighting will be suspended from school for a minimum of 3 days. Continued fighting may result in the student being referred to the School Board for expulsion.