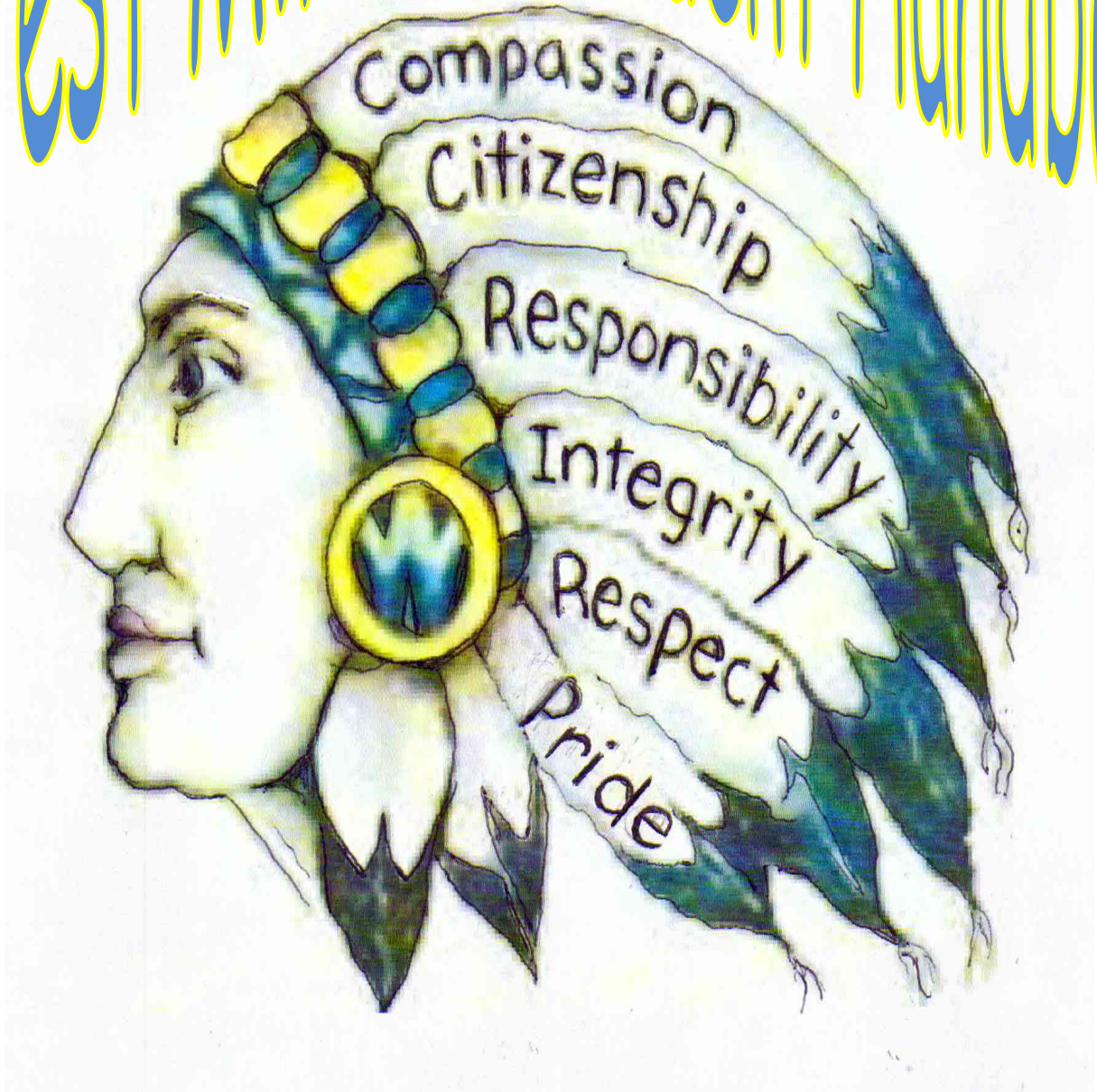


West Minico Student Handbook



2016-2017

Empowering Students for Success!

West Minico Middle School Student Handbook

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 absence, 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 classSaturday 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: The first truancy will result in one day of in-school suspension (PASS room). The second truancy will result in the student being suspended for 1 day from school. The third truancy will be 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.

BUILDING HOURS

Students participating in after school activities should have rides arranged for in advance and should not loiter in the building. Hall hours are: 8:05am-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 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.

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.

COUNSELING SERVICE

A counseling service is available to all students. Many problems, concerning both school and one's personal life, can be helped by counseling with a competent person. The school counselor, principal, or teacher will be happy to try to help with these problems.

DISCIPLINE PLAN (SCHOOL WIDE)

CLASSROOM BEHAVIOR RULES

Students will:

- Be in their seats when the tardy bell rings.
- Bring all materials to class.
- Not interrupt when the teacher or any other student is speaking or working.

DISCIPLINE PLAN IF CLASSROOM RULES ARE BROKEN:

1st Time Written or verbal warning
2nd Time 2 Minutes after class at teacher discretion
3rd Time 30 Minute Detention
4th Time 60 Minute Detention

DEMERIT POLICY.....Demerits

30 Minute detention1
60 minute detention.....2
Temporary Classroom Removal2

DETAILS ON 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. The student must bring the signed notice back the next school day. 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

In order to protect our students, we expect everyone to adhere to a 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 or tend to diminish instructional effectiveness or the disciplinary control by the teacher. Caps, hoods, bandanas, hats, etc. cannot be worn in the building. No chains, short shirts, skirts, shorts, or shirts with drug, alcohol or tobacco advertisements or profanity, and no gang symbols are allowed. No pajama pants or slippers are allowed. Parents will be contacted to bring appropriate clothing, or appropriate clothing will be supplied if students are dressed inappropriately. No hanging belts will be allowed. Pants/slacks, tops and shorts need to be worn at the waist. Other unforeseen circumstances that develop will be at the discretion of the Assistant Principal or Principal. For further information, see district policy #507.98.

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).

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.

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.

FEEES

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.

HARASSMENT/BULLYING

GENERAL STATEMENT

The Board of Trustees believes that students and employees of the Minidoka County School District #331 have the right to learn and work in an atmosphere which is conducive to the achievement of their fullest potential. Harassment of students or employees, whether verbal or physical and whether engaged in by employees of the district or students, is prohibited and will not be tolerated.

The school district will investigate all complaints of sexual harassment whether the complaint is formal, informal, verbal or written, and discipline any student or employee who sexually harasses a student or employee of the school district.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature. Refer to Policy 502.13

LOCKERS

Each student who pays a locker fee will be assigned a locker. Periodic inspections will be made by the faculty and/or administration to see that they are kept neat and orderly. Use only the locker assigned to you and keep it locked at all times. Students should not share locker combinations with others. Students who fail to follow locker rules will be issued a detention.

ELECTRONIC DEVICES

Minidoka School District Policy 503.00 states "Students may bring (electronic devices) to school but they must be kept out of sight and must be turned off or silenced and may not be used during instructional time. Minidoka County School District takes no responsibility for the loss or damage of any electronic communication devices (ECD). School authorities will not investigate lost or stolen devices. Students who choose to bring them for use before or after school take sole responsibility for those devices."

MAKE UP WORK DUE TO ABSENCE

If a student is absent two or more days in a row, parents may request that teachers prepare a list of assignments missed during the absences. Requests for homework must be made before 10:00 AM. The homework may be picked up at the end of the school day.

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 Parental Consent before meeting with their 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.

SNOWBALLS

Students who throw snowballs will serve 60 minutes of detention.

TEXTBOOKS

All basic texts are loaned to students for their use during the school year. Textbooks are to be kept clean and handled carefully. Please be sure your name, grade, and school are written in the inside cover of the book in case they are misplaced. A fine will be assessed for abused or misused books based on the principals and/or teachers judgment. Replacement cost will be charged for lost books and/or damaged books.

STUDENT DISPLAYS OF AFFECTION

Kissing, necking, 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.

SUSPENSION (IN SCHOOL) PASS ROOM

Mission: To be part of the total school discipline program in using sound rules and regulations to effectively modify student behavior.

Guidelines: Students will be assigned to the in-school suspension room for a period of days as determined by the school administration.

Criteria for placement in PASS room:

- FAILURE TO SERVE DETENTION
- TRUANCY
- EXCESSIVE TARDIES
- EXCESSIVE DETENTIONS
- HARASSMENT
- INTIMIDATION AND THREATS
- INSUBORDINATION
- DISRESPECT TO STAFF
- THEFT
- INJURY TO PROPERTY
- TRESPASSING
- GRAFFITI
- REPEATED DRESS CODE VIOLATIONS
- CLASS DISRUPTIONS
- OTHER INAPPROPRIATE BEHAVIOR
- GANG ACTIVITY
- ANY ITEMS DEALING WITH FIRE

SUSPENSION (OUT OF SCHOOL)

Out of school suspension is only used when no other alternative discipline option is working or the student violates one of, but not limited to, the following infractions:

- FAILURE TO FOLLOW PASS ROOM RULES
- CONTINUED PLACEMENT IN PASS ROOM
- FIGHTING
- ALCOHOL, DRUGS, TOBACCO
- VIOLATION OF WEAPONS POLICY
- SEXUAL HARRASSMENT
- CONTINUED GANG ACTIVITY
- VIOLATIONS OF OTHER SCHOOL POLICY/HANDBOOK
- INSUBORDINATION/DISRESPECT TO STAFF
- DISRUPTION TO THE EDUCATIONAL PROCESS

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.

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, DRUG, and TOBACCO POLICY

FIRST OFFENSE

- Law enforcement and parents will be contacted immediately upon verification of the violation.
- The student will receive suspension for the next 5 days school days. (Additional days may be recommended by the Superintendent or the Board of Trustees.)
- The student will be ineligible for participation in all school-sponsored activities for the period of two (2) months from the day the student returns to school.

SECOND OFFENSE

- Law enforcement and parents will be contacted immediately upon verification of the violation.
- The student will be recommended for expulsion from school for one (1) trimester. If twenty (20) school days do not remain in the current trimester, the student may be recommended for expulsion for the remainder of the current trimester, plus the next trimester.

THIRD OFFENSE

- Law enforcement and parents will be contacted immediately upon verification of the violation.
- The student will be recommended for expulsion from school for two (2) trimesters.

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.