

BMS Handbook Changes for 2023/2024

June 8, 2023

General: Updated all 22/23 dates to 23/24, updated staff names as needed, updated calendars. Will update page numbers on Index page once these changes are approved.

Page 10: Under **Student Responsibilities:**

Removed #2

~~2. Students and parent/guardian are asked to sign a verification form indicating the attendance policy has been read and understood.~~

Page 16: Under **DRESS GUIDELINES:**

Added a bullet point to "Unacceptable student dress"

- *Drawing on skin that is not related to a school event.*

Page 16: Under **EXTRA CURRICULAR:**

Added a sentence:

Students participating in athletics for the first time are required to have a physical examination. Parents and students must sign an eligibility form annually which will be kept on file in the office. A participation fee is charged to students involved in extracurricular activities. ***If needed, fill out the Free/Reduced lunch form to qualify for a reduced rate.*** The eligibility form and fee must be on file in the office before a student can participate in practice or games; (BMS does not provide insurance).

Page 18: Under **FOOD SERVICE PROGRAM FOR MIDDLE SCHOOL:**

Updated wording and food prices:

Breakfast and lunch are available daily to all students. ~~The price of one breakfast is \$2.00 and the price of lunch is \$3.00. There is no cost for a reduced-price breakfast or a reduced-price lunch. Milk purchased for a lunch brought from home costs \$.75. Please see pricing below.~~ 6th grade and 8th grade students ***have the option of getting pick-up*** their school breakfast in their pod area each morning, rather than going into the cafeteria. ~~There are 2 locations (one on each floor) for breakfast. To accommodate the increased number of students,~~ 7th Grade students ~~also~~ have two service lines available for breakfast in the cafeteria. Students have five (5) service (choice) lines for lunch. Monthly menus are available on the school district web site.

Middle School Student Meal Prices:

Breakfast: Free Second breakfast: \$2.50

Lunch: Free Extra lunch entree: \$2.50, 2nd lunch \$5.00

Milk (extra carton or for cold lunch) \$.75

Added wording to: Food Allergies and/or Special Diets

Please contact the food service office ***and the health office*** prior to your child/children beginning school if you have concerns related to their food allergies or diets. The foodservice website has forms to use when requesting special diets for students. The following forms are available: Special Diet Statement for a Student *Without* a Disability and Special Diet Statement for a Student *With* a Disability.

Made Application for Educational Benefits a separate section (will alphabetize after approval):

APPLICATIONS FOR EDUCATIONAL BENEFITS

Page 19: Under **GUIDANCE OFFICE/COUNSELOR/SOCIAL WORKER:**

Changed the title (will alphabetize after approval) and updated the wording.

GUIDANCE OFFICE/COUNSELOR/SOCIAL WORKER

~~———— The purpose of the guidance program is to help each individual student achieve his/her highest growth mentally, and socially. We do this in several ways:~~

- ~~1. Help the new student feel at home in our school with new teachers and friends in a different setting.~~
- ~~2. Individual conferences whenever a student, a teacher, or a counselor deems it necessary.~~
- ~~3. A testing program designed to help the student learn as much as possible about his/her capabilities.~~
- ~~4. The counselors welcome the opportunity to talk things over with any student or parent. Conversations will remain confidential unless required by mandatory reporting.~~

SCHOOL SUPPORT STAFF: SCHOOL COUNSELORS, SOCIAL WORKERS, INDIAN EDUCATION

The purpose of the school support staff is to help each individual student achieve his/her highest growth potential socially, emotionally, and academically. We do this in several ways:

- 1) Encouraging positive staff and peer relationships so students have a safe and welcoming environment.*
- 2) Individual conferences whenever a student, teacher, or support staff deem it necessary.*
- 3) Using teacher observations and various forms of student data to help provide appropriate academic placement and support.*
- 4) The support staff welcome the opportunity to collaborate with any student or parent. Conversations will remain confidential unless required by mandated reporting.*

Page 22: Under **OUT OF SCHOOL SUSPENSION:**

Added wording:

If a student's behavior and conduct are determined by an administrator to warrant removal from the school building, the student will be suspended from school. Students who are suspended will be issued a formal suspension notice **and Pupil Fair Dismissal Act information** that will be sent to their parent/guardian. A conference with the issuing administrator, the student, and the parent/guardian may be required for re-admittance to the school. Students suspended out of school are not to be on school grounds or at school events. A student/parent/guardian is responsible for gathering any missed work.

Page 22: Added new section per Bryan Johnson:

PESTICIDE NOTIFICATION AND ANNUAL PEST MANAGEMENT NOTIFICATION

Minnesota Law requires schools to inform parents and guardians if they apply certain pesticides on school property. Bemidji Area Schools utilizes a licensed, professional pest control service for the prevention and control of rodents, insects and other pests in and around district buildings. This program consists of: 1. Inspection and monitoring to determine whether pests are present and whether any treatment is needed. 2. Recommendations for maintenance to help eliminate pests without the need for pest control materials. 3. Utilization of non-chemical measures such as traps, caulking and screening. 4. Application of EPA – registered pest control materials when needed. Pests sting, bite, cause contamination, damage property and spread disease. Therefore, we must prevent and control them. The long-term health effects on children from the application of such pest control materials, or the class of materials to which they belong, may not be fully understood. All pest control materials are chosen and applied according to label directions per Federal Law. An estimated schedule of interior pest control inspections and possible treatment is available for review at the District Safety Office, located at 511 3rd St, NW. A similar schedule is available for herbicides and other materials for school grounds. Parents of students may request to receive, at their expense, prior notification of any applications of a pest control material, should such an application be deemed necessary on a day different from the days specified on the schedule. To be notified about pesticide applications or the management plan, please contact Bryan Johnson District Safety Manager at 218-333-3149

Page 22: Under **PHYSICAL EDUCATION GUIDELINES:**

Made updates to some of the expectations:

~~We will be going outside as much as possible, please make sure to have the appropriate attire for Minnesota Weather.~~

- ~~● Phy Ed dress code: separate attire for physical education~~
 - ~~1. Crew Neck T-shirts with Sleeves, Shorts or Pants that meet the BMS dress code.~~

2. ~~Shorts must be longer than fingertip length and follow the BMS dress code.~~
 3. ~~Athletics shoes with laces that can be tied. No crocs, slip on vans, cowboy boots, Dude shoes, etc.~~
 4. ~~One-piece suit and towel for swimming class.~~
- ~~General rules:~~
 1. ~~No electronic devices in gym or locker room – no cellphones.~~
 2. ~~No gum, candy or food in locker room/during class.~~
 3. ~~No bulky jewelry, watches, chains, or earrings in class.~~
 4. ~~Leave all valuables in your pod locker.~~
 5. ~~Jackets and bookbags need to remain in your pod locker.~~
 6. ~~No bullying: everyone is different and has different skill levels. We do not tolerate bullying!!!~~
 - ~~How can you earn your daily (5) points?~~
 1. ~~Appropriate attire~~
 2. ~~Good sportsmanship/positive attitude~~
 3. ~~Following rules, doing your best, trying new things~~
 4. ~~Using and caring for the equipment correctly~~
 5. ~~Being respectful towards teacher/peers~~

Phy Ed dress code:

- MUST HAVE: Athletic (Tennis) shoes with laces that can be tied. NO Crocs, slip on shoes, cowboy boots, or Dude shoes.
- Students are not required to change for P.E. classes. Students can wear clothing of their choice that meets the dress guidelines of BMS.
- We will be going outside as much as possible, please make sure to have the appropriate attire for **Minnesota Weather.**

General Rules

- LEAVE VALUABLE ITEMS AT HOME. Jackets and backpacks stay in your locker or Pod.
- ELECTRONIC DEVICES MUST STAY IN YOUR LOCKER.
- Gum, candy, or food during class is NOT allowed.
- Jewelry, watches, chains, and earrings must stay in your locker or go on the PE cart in the Gym.
- Bullying of any sort will not be tolerated.

How do students earn daily (6) points?

- Appropriate physical activity attire. (1 point)
- Follow directions and be respectful towards peers, teachers, and paraprofessionals. (2 points)
- Participation. (3 points)
 - 1 point for limited participation, 2 points for moderate participation, 3 points for full participation

Page 23: Under **ROOM 1004:**

Updated wording:

~~Room 1004 may be an assigned consequence for inappropriate behavior at Bemidji Middle School. Students are required to report at 8:35 a.m. The supervisor will monitor the students' progress on their schoolwork that was assigned for the day. The Supervisor may refer students to connect with a Counselor or other Support Staff. Students that are suspended out of school from ROOM 1004, must repeat those days after serving their out of school suspension.~~ ***Room 1004 is a multi-purpose room designed to meet the needs of unique circumstances of the middle school student. The room may be used as a place for a student to wait for a ride to pick them up, as a space to regroup after a classroom confrontation, an area for a student to calm down or avoid a conflict, and as a place where a student would serve an in-school suspension, step-process violation, or a detention. The supervisor of the room may refer students to connect with a counselor or other support staff and will monitor the progress of the student's schoolwork that has been assigned for the duration of their time in the room.***

Any student assigned ROOM 1004 for part of a day may not participate in extra-curricular activities that evening.

A four-step process ~~will~~ ***may*** be used for students exhibiting inappropriate behavior in the classroom. ***Room 1004 is used in conjunction with this process. Please see page 12 for a copy of the form.***

- ~~Step 1: Behavior and teacher intervention is documented; student remains in class.~~

- ~~Step 2: Behavior and teacher intervention is documented, teacher notifies parent and student remains in class.~~
- ~~Step 3: Behavior and teacher intervention is documented, student is sent to 1004 and cannot return to class until parent has signed Step 4 form.~~
- ~~Step 4: Behavior and teacher intervention is documented, student is sent to 1004 and cannot return to class until a parent/teacher/administrator meeting has occurred and a contract has been written.~~

Page 23: Under **SEARCH OF STUDENTS AND PROPERTY OF STUDENTS**

Added a sentence:

Bemidji Middle School administration and other district administrators have a right to search students and their property according to the administrative procedures only after they have established reasonable suspicion. ***Common searches may constitute the following but are not limited to: use of a metal detecting wand, emptying of a backpack, requesting for pockets to be emptied, and/or for a student to show the contents of their social media or messaging profile.*** Reasonable suspicion is defined below.

Page 24: Under **SUBSTITUTE TEACHERS:**

Updated consequences:

Students who are referred to the office by a substitute teacher will receive the following consequences:

- ~~First referral:~~** — Lunch detention or Room 1004
- ~~Second referral:~~** — One day - Room 1004
- ~~Third referral:~~** — Room 1004/Suspension