

## James Bridger Middle School

#### This agenda belongs to:

Name	 
Address	
City	
Phone	 
Team	



#### **Vision and Purpose Statement:**

It is our vision to celebrate individual efforts and achievements while encouraging students to accept individual responsibility for learning, decisions, and actions. We will provide an emotionally and physically safe, supportive environment; motivate learners to continue to grow inside and outside the school setting, and raise levels of student achievement in all academic disciplines.

#### Bridger is dedicated to the success of every student through the "three A's"

Attendance: Our goal is for all students to attend more than 90% of the time
 Attitude: Positive attitudes toward learning and school make excellence possible
 Achievement: Our school strives to ensure that every student can achieve academic and emotional success in a climate of high expectations and personal support

#### **Bridger Administration and Additional Support Staff**

Mr. Jeff Williams Principal

Mrs. Rebecca Kolkmeier Assistant Principal Mr. Steve Painter Assistant Principal

Kandace Callwell Counselor Andrea Young Counselor

Angie Schnetzer Family/School Liaison (FSL)

You may schedule an appointment with any of the staff listed above by calling the school (521-5375).

#### **Agenda**

This agenda is designed to be your organizational and learning tool. The purpose of your agenda is threefold:

It serves as a place to record your class work and homework assignments for each class each day.

It provides for an effective and daily means of communication between home and school.

It allows for self-monitoring of your participation and progress.

It is *your* responsibility to carry this agenda with you to each class every day and <u>review it with your</u> <u>parent(s)/guardian(s)</u> each night. This agenda will serve as your official hall pass at Bridger Middle School. You should not be out of class at any time without your student agenda.

In the event you lose your original agenda, you will be required to purchase a replacement agenda for \$5.00.

#### **Contact and Emergency Information**

Contact and emergency information must be on file in the office for a student to attend school. Please keep the information updated any time there is a change. Please notify the office if your address changes, need to change emergency contacts, or change your phone number.

#### **Student Expectations—Conduct and Consequences**

All students at Bridger Middle School have the right to learn and be successful in a safe and productive environment. To achieve this goal, school policies and procedures have been established that promote personal responsibility, respect for self and others, and cooperation. Students are expected to follow district and building policies at all times. These rules are listed in the following sections. In addition to school-wide policies and procedures, your teachers will also have specific classroom expectations. Consequences for not following school rules range from a warning to suspension from school.

Students will sign the Standard of Conduct form which highlights specific conduct expectations as a show of intent to follow those expectations.

#### **Attendance**

Students are expected to come to school and attend each class unless they are sick. We are concerned about each student's academic growth and success and encourage parents to join us as we prepare our students for the world and work. Students who stay home from school are required to have a parent call the school attendance office by 9 a.m. each day you are absent. We encourage medical appointments to be made after school hours whenever possible to reduce the amount of learning time lost. An automatic call will be made to parents when an absence is not called in to school by 10 a.m.

**Bridger Attendance Office: 521-5375** 

In order to participate in school activities and after-school events, students must attend that day. Excessive absences may affect grades and will be addressed by school administrators, Family/School Liaison, and/or the School Resource Officer.

Attendance will be calculated by a percentage of daily attendance. Letters and phone calls concerning attendance will be sent home if your child's attendance falls below 90%. If attendance falls below 80%, families will receive notification of concern and it can be reported to the truancy officer. Habitual tardiness to school may result in disciplinary action and includes excused (explained) and unexcused (unexplained) tardies.

Parents of students who did not call the school or send a note with their child may be contacted by the attendance office for an explanation of the absence. Students who arrive late or check-out early must sign in/out at the attendance window.

#### **Bridger Bell Schedule**

Car riders may not enter Bridger before 7:00 a.m. The school day begins at 7:20 a.m. and dismisses at 2:23 p.m. Car riders will wait in the front lobby and must be picked up by 2:30 p.m.

#### **Attendance--Release of Students**

Only persons listed on the emergency transportation card will be permitted to check students out from school. Individuals picking up students must provide legal photo identification to the office secretary.

Parents or other named adults are required to come to the office to sign students out. Picture identification (such as a driver's license) is always required of all adults who have written authority to pick a student up. Students will only be released to authorized persons on the contact list *unless* the school receives a written note from the parent/guardian.

#### **Homework Requests**

Students absent three (3) or more days in a row may have a parent call the school for homework assignments. The homework request must be made at least **24 hours in advance** in order for all teachers to have enough time to prepare the assignments by 2:30 p.m. Parents may pick up assignments in the attendance office before 3:00 p.m. In order to receive full credit, all assignments must be completed according to the due date given by the teacher.

If absent for less than three (3) days, the student needs to request make-up assignments from each teacher once s/he returns to school. Teachers will allow ample time to complete the missed work. Be sure to check with each teacher for the due dates on make-up assignments.

#### Long –Term Absences

If, because of illness, your doctor requires you to stay at home for two weeks or more, a parent should immediately notify the school counselor and Health Clinic so arrangements can be made for continued learning.

If you plan to miss school for a family trip that cannot be scheduled outside of the school year, a parent should write a note of explanation for the Principal's approval at least two (2) weeks before your departure. This note should be presented to each teacher two (2) weeks in advance to allow time to prepare the work that will be missed.

#### **Bus Information**

Appropriate and positive behavior is expected while at school and on the bus. Safety is our first concern in regard to bus transportation. You are expected to follow all transportation guidelines and the directions of the driver at all times.

Students are not permitted to eat or drink on the bus due to a potential hazard to students with food allergies (Board Policy 2875).

If you fail to follow transportation policies and safety guidelines, you may be suspended from riding the bus. When you board your bus, you may not get off until your assigned bus stop. Students must carry their bus pass and show it to their bus driver upon request. Questions regarding specific bus issues should be directed to the Transportation Department at 521-5335.

#### Special Requests / Permission to Ride a Bus with a Friend

Students requesting to ride a bus other than their own OR to get off at a different bus stop must get a special bus pass from the office (a yellow one-day ride pass). These passes require a parent/guardian's signed note from the parent of whom the student is riding, as well as, a note from the parent providing permission. Passes should be requested first thing in the morning and picked up during lunchtime from the main office.

#### Character Education

Emphasizing positive character development in all areas of life is important to the success of our students. The traits listed below are blended into the curriculum, extra-curricular activities, and the community as a whole. Bridger will recognize students and staff each month who exemplify the character trait of the month.

#### Focus Traits throughout the year:

JAN	Respect	JUL	Loyalty
FEB	Cooperation	AUG	Ambition
MAR	Initiative	SEP	Responsibility
APR	Perseverance	OCT	Integrity
MAY	Self-control	NOV	Citizenship
JUN	Courage	DEC	Compassion

#### Counselors / Family School Liaison (FSL)

Our counselors and Family School Liaison are a valuable resource for students and parents by assisting with individual support, group support, family services and career education. A student may request to see a counselor by filling out a request form and dropping it off at the counselor center. The counselor will send for the student. Families may contact the counselor or the FSL through the main office and set up an appointment.

#### **Fundraising**

Only fundraisers which are sponsored by the District, school or PTSA are permitted. If you belong to a church, athletic, or civic group trying to raise money, remember that you may not sell fundraising items for your group during the school day.

#### **Deliveries**

Deliveries of flowers, balloons, etc. are **NOT** permitted at school due to allergies and the need for latex-reduced schools.

#### **Discipline Information**

#### **Detention**

Detentions can be issued by a classroom teacher or by an administrator. Parents will receive contact from teachers/administrators of the detention in order to make arrangements for transportation. Students and parents/guardians will be given at least 24 hours' notice before a detention is to be served outside of regular school hours. **Missing assigned detentions could result in additional consequences including suspension.** 

#### **In-School Suspension**

If you are assigned to In-School Suspension class (ISS), you are expected to demonstrate good behavior, follow all of the ISS rules and complete all of your assignments provided by your teachers. The ISS teacher will assist you, as appropriate, in completing your work. Restroom breaks and lunch will be on a different schedule than your regular day. Any disruptive or inappropriate behavior in ISS may result in additional ISS time or OSS for the remainder of the assigned time. OSS may be given in the future when ISS would normally be given.

**Students in ISS may <u>not</u> attend any after-school activities or sporting events.** Participation in after-school tutoring may be allowed, with permission.

#### **Out-of-School Suspension**

Serious or repeated violation of school policies will result in out-of-school suspensions (OSS). The length/severity of OSS will depend on the offense.

Students who receive OSS for three or fewer days should request their work when they return from OSS. Students will receive sufficient time to get their work done. Students who receive four or more days of OSS may request three days of work at a time. When the first three days of work are completed at a satisfactory level, they may request another three days of work.

While suspended from school, students are not permitted to be on school property or attend or participate in any school or district activity. Before returning from an out-of-school suspension, a parent conference with an administrator may be required and/or a transition period in the recovery room prior to returning to classes. Students and families should refer to the Independence School District Handbook to view specific District Policies, as well as state and federal laws.

#### <u>Discipline Consequences—Behaviors Resulting in Consequences</u>

#### **Academic Dishonesty**

Academic dishonesty is a serious offense which may result in consequences. **Examples include, but are not limited to:** 

- cheating on test / homework
- plagiarism
- taking a test for another student, etc.

Consequences may include loss of credit for the assignment, a detention and/or ISS and possible removal from school.

#### **Assault/Fighting**

Definition: Attempting to cause injury to another person; placing a person in reasonable apprehension of physical injury; physically injuring another person OR instigating a fight. Violations may result in ISS, OSS, recommendation for long-term suspension, expulsion, and/or may be reported to the appropriate authorities (including police) and a referral to Youth Court.

#### **Cyber-bullying**

Cyber-bullying is often defined as using an electronic device to send damaging or hurtful messages about an individual with the intent to hurt a reputation or friendship with others. This may happen through text messages, emails, instant messaging, or other social network sites such as Facebook, social network sites, or taping school incidents.

Electronic harassment and intimidation can be detrimental to a school's educational climate. Disruptions, fights, and even extreme acts of violence may result. The administration reserves the right to investigate this type of bullying if it appears to be impacting the learning environment of our school. Consequences for this type of disruption may result in ISS, OSS, or other disciplinary consequences.

#### **Extortion, Theft, or Vandalism of School Property**

This includes but not limited to:

- theft in cafeteria
- vandalism to school, student, or staff property
- theft of another student/staff members' property
- intimidation of a student to gain money or specific items / actions

Students will make restitution and be assigned disciplinary consequences according to the discretion of the

administration. A police report may be filed and Youth Court assigned as well.

#### **Harassment & Sexual Harassment**

(Outlined in Board Policy 2130)

Harassment is defined as UNWECLOMED behavior that threatens, demeans, frightens, or intimidates another person. Charges of harassment (bullying) or sexual harassment may result in out-of-school suspension (OSS), expulsion, and/or referral to legal authorities.

#### **NO TOUCH Policy**

Students will maintain a NO TOUCH policy under all circumstances. Students will not hug, kiss, hold hands, push, punch, pinch, etc. anyone at any time—even if it is done in fun or in a playful manner. Consequences for failure to comply may include: warning, detention, ISS or OSS, depending on the frequency and severity of the offense.

#### **Profanity and Insubordination**

Definition: Disorderly, profane, disrespectful, and/or disruptive <u>speech</u> or <u>conduct</u> that is flagrant and/or not manageable with school safety procedures. Disrespectful/profane speech on all ISD properties or school-sponsored events will NOT be tolerated. Consequences may include warning, detention, ISS or OSS, depending on the frequency and severity of the offense.

#### **Threats or Bullying (Verbal or Physical)**

Including, but not limited to: verbal abuse/threats toward students/staff, cyber-bullying, threat of violence toward student/staff, verbal/written threat of possessing a dangerous weapon, verbal/written threat on the life of a student or staff member. Violations may result in ISS, OSS, recommendation for long-term suspension, expulsion, and/or may be reported to the appropriate authorities (including police) and/or a referral to Youth Court.

ALL BRIDGER MIDDLE SCHOOL STUDENTS ARE REQUIRED TO SIGN A CODE OF CONDUCT /ANTI-BULLYING PLEDGE EACH YEAR.

#### Use and/or Possession of Tobacco Products

#### **Board Policy #2610, #17**

Students found in possession of or using tobacco-related items including E Cigs/ Vapo will receive a suspension (ISS/OSS). The length of the suspension will be based on the severity and frequency of the offense according to board policy.

#### Use, Sale, Possession, Transfer of, or Attending School under the Influence of Alcohol or Drugs

A student can be suspended from school, referred for a long-term suspension, and/or referred to legal authorities for carrying, taking, or giving <u>ANY TYPE</u> of unauthorized substance to another student including vitamins or pain-relief products, pills, sugar pills or items implied to be or resembling drugs and/or pills..

#### Weapons

The use and/or possession of a weapon or potentially dangerous/inappropriate items are prohibited. The 1994 Federal Gun Free Schools Act, Missouri Revised Statutes, and the policies of the Independence School District define a weapon. Violators will be referred to the appropriate legal authorities and also are subject to a 10 day out-of-school suspension with a recommendation for a long-term suspension or expulsion from school. If a student violates the weapons policy, as provided in both state and federal law, the student shall be suspended and/or expelled for a period of not less than one year as specified by law.

#### Disruptive Behavior Continuum

**Safe Seat** is a seat in the regular classroom where a student can stop the inappropriate behavior. While in the safe area, students are responsible for taking ownership of their behavior and developing a plan of how to avoid that problem in the future while continuing their academic course work.

**Buddy Classroom** is simply a classroom other than the student's regular room where a student can stop the inappropriate behavior and take responsibility for the behavior while continuing to work.

**Recovery Room** is a safe place for student who cannot stop their behavior in the buddy room or are having difficulty controlling their behavior to the extent that a buddy room is not the appropriate next step.

#### **Field Trips**

When you are on a field trip, you are representing your school. It is important you stay with your group and listen to any instructions given by your teachers and chaperones. School rules apply while riding the bus and while attending your event. Be sure to act in a manner which reflects positively upon your school. Due to parents needing a background check, and also needing to complete district forms to volunteer at school, parents may not supervise a field trip without first gaining permission from school administration. Bus rosters must be finalized at least 5 days in advance of the trip—please be aware of this as last minute changes can't occur.

#### **Health Services--Nurses**

Our school nurse is available if you have health questions. Your teacher must fill out a pass for you to be admitted to the clinic. The nurse will notify your parent if they need to be contacted for any medical reason. BE SURE THE SCHOOL HAS CURRENT EMERGENCY PHONE NUMBERS TO REACH YOUR PARENT IN CASE OF ILLNESS OR EMERGENCY.

All medication, whether prescription and/or over-the-counter (OTC), that needs to be taken while at school must be delivered to the Health Clinic by your parent/guardian or other designated adult, and a *Medication Consent* form must be completed and signed.

*Prescription medication* must be in a current, pharmacy-labeled container which states the student's name, date, doctor's name, medication name, quantity, frequency, dosage and route of administration.

OTC medication must be in its original package and be accompanied by a doctor's written order containing all of the above information.

Only medications approved by the Federal Drug Administration will be given to students with parent and doctor consent. Doses must be within accepted ranges found in medical and pharmaceutical reference books. Medically-trained personnel can refuse to give a medication based on review of the <a href="Physician's Desk Reference">Physician's Desk Reference</a>, consulting with a supervising nurse, physician, and pharmacist or if any of the above listed information is not provided.

You are not to carry or have in your locker any type of prescription, vitamin, over-the-counter medication or <u>pill(s)</u>. This includes sugar pills or anything resembling pills, drugs, or medication. Counterfeit drugs will be treated as inappropriate medication and/or illegal substances. Disciplinary action will be taken.

Asthma inhalers may be carried by the student only if a parent, guardian or designated adult delivers it to the Health Clinic and completes the appropriate paperwork. Inhalers must have a prescription label which includes the student's name, date, doctor's name, medication name, dosage and frequency. Please request that your pharmacy place the label directly on the inhaler. For the safety and protection of all students, the administration will take serious disciplinary action if these rules are not followed.

A student can be suspended from school for carrying, taking, selling, or giving ANY TYPE of unauthorized substance (or substance that was implied to be an unauthorized substance) to another student at school. This includes vitamin or pain-relief products, pills, sugar pills or anything resembling pills, drugs or medications.

#### **Inappropriate and Unnecessary Items for School**

Items of value should be left at home for safe keeping. The school is not responsible for items which are lost or stolen. Students who bring inappropriate and unnecessary items to school may face disciplinary consequences including detention, ISS, or OSS depending on the item. Students choosing to bring personal items to school should be advised that the school will not be responsible for loss, damage, or theft, nor will teachers/administrators be responsible to investigate. Students should not bring any of the following items to school (unless previously authorized): video games, CD players, cameras, iPods, MP3 players and other electronic equipment and devices.

Students who are found using the items will have them confiscated by an adult and turned in to an administrator. The first time items are confiscated, the item will be returned to the student at the end of the day. The second time, a parent or guardian may be asked to pick the item up in addition to possible consequence for the student. Habitual offenses may result in further disciplinary action. Students who use these items or have them out when unauthorized will be subject to disciplinary action up to and including ISS/OSS.

Students may bring cell phones to school but should keep it off or silenced in a locker during the school day. If a student is using a cell phone or the phone disrupts class, any adult may ask a student for the phone. The phone will be delivered to an administrator. The first time a phone is confiscated, students will receive it at the end of the day. The second and successive time(s) a cell phone is confiscated, a parent/guardian will be called to come up to school to retrieve the phone. If a student refuses to give up their phone, further discipline may follow as determined by administration.

<u>Administrators reserve the right to skip or amend steps based on severity or locations of offense (i.e. restrooms, locker rooms, etc.)</u> Students who possess or transfer inappropriate materials, pictures, or images via electronic means such as texting, email, etc., may be referred to the proper authorities including law enforcement and/or the Division of Family Services. In addition, students may be subject to disciplinary action at school which could include up to ten days of OSS and a referral to the district for a long-term hearing.

Pocket knives and smoking paraphernalia are not permitted. Appropriate disciplinary action will be taken which may include ISS, OSS, and notification of law enforcement officials.

Open beverage containers (hot or cold drinks) should not be brought into school. Open food/drink containers must not be placed in lockers or carried in the halls at any time (including entry into the building).

#### Latitude After-School Program

Bridger Middle School offers an after-school program for Middle School students. This program is FEE-BASED and transportation home is the responsibility of the parent / guardian. Students MUST sign up for Latitude through the Latitude director.

#### <u>Library Media Center</u>

The Library Media Center is a quiet place to study, do research or to check out books and other materials. When students visit the library, they are expected to have a pass from their teacher and sign in to the library. Fines will be charged on overdue materials. The fees are posted in the library. Notices for overdue materials and late/lost book fees are regularly sent to students as a reminder of their library obligations. It is the student's responsibility to take care of these items in a timely manner. Obligations for textbooks, library books and locks that are not paid will delay schedule pickup at the beginning of the following year.

Students will not be permitted to check out additional books until fines have been paid and/or missing books have been returned.

#### <u>Lockers</u>

Students are assigned a locker during the first few days of school. Only locks provided by the school are allowed to secure your locker. Use only your assigned locker. DO NOT SHARE YOUR LOCKER WITH ANYONE ELSE. Your books, backpack, coat, and classwork must be stored in the locker assigned by your teacher so the office can locate your supplies in case of illness. **Remember to keep your locker combination a secret.** Letting others know your locker combination may result in problems or possibly even theft. Report any locker difficulties to your teacher.

Remember that all lockers belong to the school and may be opened as needed. Be sure to keep your locker clean, organized and free of unacceptable materials including opened food items.

#### **Nutrition Center Expectations**

Students will walk quietly to and from the cafeteria and are expected to follow the posted cafeteria rules and directions given by adults who supervise. Students may select a hot meal or choose other items such as a sandwich, salad, fruit or yogurt. Each student will have a Personal Identification Number (PIN) to use at the cashier's register. Enter your PIN into the register one time only. Student may pay daily or keep a balance in their personal account.

MyPaymentsPlus (https://www2.mypaymentsplus.com/welcome) creates a <u>free</u>, secured ONLINE account for each of your students using their school student ID number. *At no cost, you can check your student's account balance and create settings to receive email notifications when the account reaches a low balance.* 

Parents will also have the option of making a prepayment to their child's meal account with a debit card or credit card using this website. A small program fee applies per family deposit. Funds deposited through MyPaymentsPlus are usually available for student use within a matter of minutes. This feature eliminates the need to send a check to school or worry about lost or forgotten lunch money.

#### **Expectations in the Nutrition Center**

ALL lunch items are placed on a tray (cold lunches need to also pick up and use a tray). Leave food in its original container until it is paid for. Do not eat in line while waiting to check out. Students can only go through the food line one time, so be sure to get all of the items you need.

Students are not permitted to wear coats, jackets or other outer garments to lunch. Backpacks should be left in the locker every morning.

Students should not cut in line, save seats or purchase food for someone else. Students should have their money and PIN number ready when they reach the cashier. They will be seated at designated lunch tables and should remain seated at those tables during the entire lunch shift. Students are not permitted to eat fast food in the Nutrition Center but would instead eat in another designated location. Vending machine items are not available during the school day. Students should finish all food and drink items prior to the end of their lunch time.

Students are expected to show respectful behavior while in the cafeteria. Creating disturbances, unsafe conditions or messes will result in disciplinary consequences. Students may be required to assist with cleanup, if necessary.

#### **PowerSchool**

Your parent(s)/guardian(s) will have the opportunity to view PowerSchool from any computer with internet capabilities. In PowerSchool, parent(s)/guardian(s) will be able to view attendance, grades, and assignment status for you. Parent(s)/guardian(s) will need to obtain a user name and password to access PowerSchool. Usernames and passwords are distributed at schedule pick-up or by contacting the main office.

#### **Progress Reports and Grade Cards**

Independence Middle Schools use a standardized grading scale in 6<sup>th</sup> grade in order to maintain an equitable reporting system. You will be given specific information about grading policies in your classes. Be sure you understand your teachers' expectations. Progress reports are designed by your teachers to assist you and your parents in keeping track of your grades and progress. **Grade cards are issued every nine (9) weeks:** 

End of First Quarter:

October 13, 2017 (grade card is received at October conferences)

End of First Semester:

December 20, 2017 (grade card is mailed 2<sup>nd</sup> week in January)

March 9, 2018 (grade card is received at March conferences)

End of Second Semester: May 22, 2018\* (grade card is mailed home following the completion of the

school year) \*Tentative last day of school.

#### Safe Schools Act

In accordance with Missouri House Bills 1301 and 1298, the "Safe Schools" legislation provides the following safeguards. The act establishes the crime of "assault" while on school property if the student:

- \* knowingly causes physical injury to another person, or...
- with criminal negligence, causes physical injury to another person by means of a deadly weapon, or...
- recklessly engages in conduct which creates a grave risk or serious physical injury to another person(s) on school property

Any violation of the Safe Schools Act while on school property may face consequences including long-term suspension or expulsion for not less than one year, in addition to legal consequences.

#### **School Dress Code**

You should wear clothing that is appropriate for school and is not distracting, offensive, or dangerous. Any violation of the following will result in the student being required to adjust or change clothing:

- Clothing should not display anything that is sexual in nature; should not advertise or promote drugs, alcohol, or tobacco; should not display violence; should not suggest put-downs toward any ethnic group or promote any other material deemed harmful, distracting, or offensive.
- Shirts or tops MUST cover the midriff, back and chest area (tube tops, halter-tops, and diagonal tops with one strap over one shoulder are not allowed).
  - o Tank tops must cover undergarments, chest area, and sides of torso.
  - Spaghetti straps are not permitted
- ❖ Pants/shorts/jeans with holes cannot expose too much skin.
- Pants, shorts, jeans, etc. must be worn so that the waistband is at your waist. Sagging is not permitted. For items that will not stay up, an alternative may be provided. Students will be asked to adjust their clothing and/or call a family member to bring more appropriate clothing to school.
- Shorts and skirts must not be too short or revealing.
- Skin-tight pants must not be sheer or see-through.
- Hats may not be worn inside the building during the school day. This includes stocking caps, scarves, "do rags," hoodies, or other headwear.

- Coats, jackets, backpacks, book bags, and purses should be placed in your locked locker as soon as you arrive at school.
- Jewelry must not be dangerous, distracting, or promote drugs, alcohol, sex, or tobacco. Watch, wallet, or other chains worn from the waist are not permitted.
- ❖ Bandanas and other gang-related attire are not permitted at school and will be confiscated by administration.
- No house shoes or slippers allowed.
- Hairspray, body spray, and/or hair or body dye materials are not allowed at school or on the school bus. Only solid deodorant is allowed in the locker room.
- Writing on skin and/or body graffiti is not allowed. If it is distracting, students will be asked to remove it.

Students who are dressed inappropriately will be asked to change clothes before attending class or school activities. Students may be given loaner clothing to wear the rest of the school day if no other alternatives are available. If a student chooses not to comply with adult requests to adjust or change clothing, staff will refer the student to an administrator for further disciplinary actions.

As fashion trends develop, the administration may determine that other styles are not safe or appropriate to be worn at school.

The school reserves the right to restrict any student from attending classes or school activities when such student's dress, general appearance and/or conduct creates safety, health, or discipline problems. Exceptions to the dress code may be made by administration.

#### **School-sponsored Events / Activities**

Special events for students are planned by the PTSA, the administration and teachers. All rules and expectations concerning behavior, dress code, and language apply at any school event. Students who are leaving with a parent or guardian of another student should turn in a signed permission note from their parent to the office for approval the day of the activity. To insure safety, no one will be allowed to leave during an activity unless accompanied by their parent.

Acting in a way that endangers the safety of other students, dressing in an unacceptable way, or causing the chaperones to wait longer than 20 minutes could result in not being allowed to attend the next school activity. It could also result in further disciplinary action. Students are not allowed to walk home after a school-sponsored activity.

#### Searches

Safety for students and staff is a primary concern for administration. The administration of Bridger reserves the right to search students, student belongings, and student lockers whenever reasonable suspicion warrants such a search.

Schools also partner with the Independence Police Department canine units and conduct periodic canine searches, too.

#### **Staying After School Policy**

Students staying after school must be under the supervision of a teacher. Please have your ride available at the time specified by the coach/sponsor. School telephones are limited in number and waiting to telephone until the end of an activity presents a problem. Tutoring students must wait for your ride in the front foyer, and your ride must pick you up on time. If your ride is consistently late, it will result in you not being able to stay for after-school activities.

If you are absent all day due to illness on the day of an after-school activity, you may not attend or participate in that activity unless excused by administration. Students under suspension, in-school or out, are not allowed to participate in after-school activities. Parents may be required to come inside and show a picture ID before taking their child home.

#### **Technology Use**

Students and parents need to refer to the **Student Email Guidelines** and the **Independence School District Acceptable Use Agreement** forms. These forms will be signed and collected from each student.

#### Telephone—Use of the School Phone

School telephones are for school business. For extracurricular activities or rides home, you should make arrangements prior to the start of school. Students will not be allowed to use the phones during class time. If you need to use the phone during the school day, you may do so only with written permission from a staff member. Next to the office telephone is a notebook where you must record information about your phone call. Long distance phone calls cannot be made from any school phone.

If you have a message from home, the office will notify you in class. Students are not permitted to be called out of class to take a phone call. If you are ill, you must see the nurse, who will call a parent /guardian should you need to be sent home.

#### **Textbooks**

Textbooks used in classes are furnished without charge. If you lose, damage, or destroy a textbook, a fine will be charged. You will be required to pay that fine prior to the end of the school year. Unpaid fees at the end of the year will delay being able to enroll and receive your class schedule the next year.

#### **Visitors**

Generally, student guests are not permitted at school since extra people could cause unnecessary classroom interruptions. All visitors must have a photo ID to enter the school and must check in at the office to receive a visitor's pass. Parents are encouraged to call the office if there are questions about visiting. For the safety of everyone, visitors who act in an inappropriate or unsafe manner will be asked to leave.

## Policy Regarding Alcoholic Beverages, Narcotics, Illegal Drugs, Prohibited Substances, Medication, and Smoking

Sale, and/or use, and in any instance when a pupil is discovered to have on or about such pupil's possessions, or placed elsewhere on the school premises of alcoholic, beverages, narcotics, illegal drugs, and/or prohibited substances, and drug paraphernalia, as defined by RSMo Chapter 195, by any student while such student is upon school property, in attendance at a school function, whether off or upon school property or while on school-furnished transportation will result in suspension from classes with a recommendation to the Superintendent of Schools that the student be suspended for a period not to exceed one hundred eighty (180) days.

Sale, and/or use, and in any instance when a pupil is discovered to have on or about such pupil's possessions, or placed elsewhere on the school premises of medication, medicine, drugs or vitamins, either prescription or nonprescription by any student while such student is upon school property, in attendance at a school function, whether off or upon school property or while on school-furnished transportation will result in suspension from classes and a possible recommendation to the Superintendent of School that the student be suspended for a period not to exceed one hundred eighty (180) days. Such medication, medicine, drugs or vitamins shall be delivered to the school clinic by a parent, guardian or designated adult with written orders from a doctor and shall be administered by trained personnel.

Any student engaged in smoking, chewing, sniffing, possession or any other use of tobacco or smokeless tobacco materials on school property during the school day or while any after-school activity is in progress, including riding the bus to and from school, will be suspended.

#### Policy Regarding Cell Phone Usage for Audio and Video Recordings

The use of student cell phones, digital cameras, iPads, and similar electronic devices for the purpose of producing audio and/or visual records is banned during the instructional day, as well as in dressing areas during extra-curricular activities.

The policy does not prohibit the use of student cell phones, digital cameras and similar electronic devices for the purpose of producing audio and/or visual recordings when:

- (1) The recording is produced as part of a required school-sponsored class or activity;
- (2) The recording is produced at a school performance, activity, or sporting event to which the general public is invited;
- (3) The recording is otherwise permitted by these policies or the building principal.

Violation of this policy will result in in-school suspension for the first offense, while second offenses will result in out-of-school suspension being imposed.

#### STANDARD OF STUDENT CONDUCT

This document is based upon the provisions of the Missouri Safe Schools Act in Missouri Revised Statutes, the Federal Gun Free Schools Act and other pertinent laws which support schools being safe places for students and employees. Each student is expected to further his/her education and to respect each student's right to learn in a safe environment. The Standard of Student Conduct applies in or about all school buildings and grounds, at all school activities or activities, which involve Independence Middle School Campus and the Independence School District. These standards will be applied to address the emotional, developmental and intellectual level of the student. Non-compliance with these standards may result in student suspension, expulsion and/or reporting to the appropriate agency or to law enforcement, which may result in removal from school grounds. Students are provided with a Student Handbook at the beginning of each school year or when admitted to the Independence Middle School Campus. The handbook, which is based on policies of the Independence School District, details the proper deportment of students and possible discipline consequences. A copy of district policy is available at each district building. The following paragraphs identify specific conduct issues that have the potential for significant disciplinary consequences. This document requires a student's signature. The signature indicates that the content has been read and understood. This signed document will be kept in the student's file.

- 1. Profanity, display of affection, insubordination, behavior disruptions, and use of tobacco products are violations of policy. Students in violation will be subject to appropriate discipline.
- 2. Threats, bullying, cyber-bullying, and oral/physical assault of a fellow student or staff member may result in suspension, expulsion, and/or be reported to the appropriate authorities (including police).
- 3. The use and/or possession of a weapon or potentially dangerous/inappropriate items are prohibited. The 1994 Federal Gun Free Schools Act, Missouri Revised Statutes and the policies of the Independence School District define a weapon. Violators will be referred to the appropriate legal authorities and also are subject to long-term suspension or expulsion from school. If a student violates the weapons policy as provided in both state and federal law, the student shall be suspended and/or expelled for a period of not less than one year as specified by law.
- 4. The use, sale, transfer, or attendance under the influence of alcohol or drugs is prohibited. Drug paraphernalia is also prohibited. Students in violation of policy will be subject to discipline which includes suspension and/or expulsion and reporting to the appropriate legal authorities.
- 5. Students are forbidden from making any terrorist threat or knowingly false report of a catastrophe, including but not limited to false bomb threats, which may disrupt or frighten people, causing the closing or evacuation of any building, facility, or transportation. Violation may result in suspension, expulsion, and will be reported to the appropriate law enforcement.
- 6. Extortion, theft, damage to school/staff/student property is prohibited. Students will be subject to suspension, restitution, and a report to the police department.
- 7. Students at Independence Middle School Campus are expected to be clean and tidy in attire. Dress and grooming must not disrupt the teaching and learning environment/process. When school authorities judge that a student's appearance or mode of dress disrupts the educational process, or constitutes a threat to health and safety, the student may be required to make modifications.
- 8. Attendance is necessary for adequate educational progress and learning. Missouri law requires that every parent, guardian, or other person having charge, control or custody of a child, be responsible for ensuring that the student attend school regularly. Failure to comply can result in legal proceedings. Regular attendance is required at ALL times at the Independence Middle School Campus. Truancy is prohibited. Students may be subject to home visits by school and law enforcement authorities, and or truancy court for truancy issues.
- 9. Federal laws and district policy dictate technology use. The use of technology, such as computer equipment, electronic mail, phone systems, and all other communication capabilities, is a privilege. Any misuse of technology that violates district or federal law will result in disciplinary action, possible loss of technology privileges, and or legal consequences (including FBI, United States Secret Service, etc.) See Technology Acceptable Use Policy.
- 10. It is our goal to maintain an environment free from sexual harassment for students and employees. The district prohibits any form of sexual harassment. Reports of such incidents should immediately be made to building administrators. Disciplinary action may include suspension, expulsion, or referral to legal authorities.

I HAVE READ AND DO UNDERSTAND THE ABOVE STANDARD OF CONDUCT AND MY RESPONSIBILITIES TO FOLLOW ALL THE DISCIPLINARY FULES AND REGULATIONS AS REFERENCED ABOVE, IN THE STUDENT HANDBOOK, AND THE POLICIES OF THE INDEPENDENCE SCHOOL DISTRICT.

### **Bridger Common Area Expectation Matrix**

Bridger Middle School has developed an expected behavior matrix for all students. All students are expected to follow these expectations throughout their school day.

<b>Classroom</b> <b>Settings</b>	Hallway/ Stairs	Cafeteria	Restrooms/ Locker Room	Special Events	Arrival/ Dismissal
Keep hands, feet and other objects to yourself (KHFOOTY) Report unsafe activity Walk Raise your hand to walk and talk	Walk with purpose Keep hands at your side Line up along wall when teacher is not present Walk on right side facing forward KHFOOTY	Use hand signals to communicate  Walk with purpose  Report spills  Wait for teacher for pick-up  KHFOOTY	Use stall correctly Keep water and soap in sink Wash hands Report vandalism and concerns KHFOOTY	Report directly to chosen location  Be seated until directions are given  Use stairs to enter and exit bleachers  KHFOOTY	Walk from the bus into the school Leave all items in your backpack KHFOOTY
Use positive language  Be an active listener  Follow directions the first time  Use appropriate voice level  Be helpful	Bulletin boards/posters are for looking only Walk and wait silently while classes are in session	Use proper manners Eat your own food Keep your place in line, staying behind others Use appropriate voice level	Give privacy to others Keep stalls and walls clean	Follow directions first time Use appropriate voice level Be a good winner and good loser Touch only your belongings	Use kind words and kind voice  Touch only your belongings  Use appropriate voice level
Have and use materials correctly Use hand signals to communicate Take responsibility for your own actions Be where you belong on time Solve problems peacefully	Go straight to location and back Return to class promptly Arrive to class on time	Clean up after yourself Wait for teacher to dismiss from table	Paper towels thrown in trash Clean up after yourself Take care of your own business Use lockers correctly Lock up your belongings	Use equipment responsibly Put away equipment Take all supplies with you	Report directly to your destination Sit in designated area Take all belongings Be on time Watch for your stop Clean up after yourself







## ISD Middle School Grading Practices



As a parent, it is important for you to have a clear understanding of your child's progress on academic skills, as well as the behaviors and habits your child exhibits in terms of his/her readiness for college and/or a career in the future. Our middle school grading practices are designed to give you as much information as possible to help your student be successful.

#### Academic Grades

Your child's academic grade for each course will represent his/her mastery of class learning goals, also known as learning targets. Most of your student's grade will be comprised of assessments of learning. These assessments will be recorded in PowerSchool in the *test* category. Because not all students learn at the same pace, reassessment is allowed and encouraged so that students reach their full academic potential.

Your student will also be asked to work hard in order to prepare for assessments. Work done on a daily basis, including homework and/or class work, will allow students to practice the skills and concepts necessary for success on these assessments. These tasks will be recorded in PowerSchool in the *practice* category.

### College and Career Readiness Standards

As a parent, it is also important for you to know how your student is progressing in life skills necessary for success in the future.

Students will be assessed each reporting period on the following three standards:

- → Appropriate Behavior
- → Engagement and Participation
- → Preparedness for Learning

These standards are not factored into the academic grade, but as you know, they contribute to academic success.



#### A Guide to Understanding Students' Scores

Student demonstrates understanding of the concept taught, making no errors related to the learning target, OR goes beyond classroom instruction making connections that were not taught in class.	10
Approaching an advanced understanding of the concept.	9.5
Student demonstrates understanding of the concept as it was taught, making no major errors related to the learning target.	9
Approaching understanding of the concept as it was taught.	8
Student understands the simpler parts of the concept but may make major errors or confuse ideas.	7
Approaching understanding of the simpler parts of the concept.	6
Student makes an attempt at the task but needs significant help from the teacher or another student to do any	5



of it.

Teachers consistently update PowerSchool with information about students' grades. We encourage you to access PowerSchool on a regular basis. If you do not have access, please contact your building office.

## **Understanding PowerSchool**

### Middle School Parent's Guide





Create an account to access PowerSchool on your phone, tablet, or computer.

Student Access Info Here

#### Web Browser Directions

- 1. Visit
  - www.isdschools.org.
- Locate the PowerSchool link Under the Parents and Students Menu, select PowerSchool.
- 3. Select *Create an* account.
- 4. Use the student access ID and password found on this sheet.

#### Mobile/App Directions

- In order to use PowerSchool mobile you must first establish an account through a browser on your phone or computer.
- 2. Visit powerschool.isdschools.org/public/.
- 3. Select create an account.
- Use the access ID and password found on this sheet.
- Download the PowerSchool App for IPhone or Android.
- Use the district code JW/HS along with your username and password to log in to the app.

	Pov	verScl	hool S	Sign In	
Distr	ict Co	de			
J	W	Н	S	~	
Where	is my	distric	t code	?	
User	rname				
	word				
Forgo	t Userr	name o	r Pass	word?	
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A variety of information is available about your child's grades and attendance in PowerSchool. Grade information is described below, and directions on navigating PowerSchool to access this information are on the back of this sheet.

#### A Guide to understanding Students' Scores

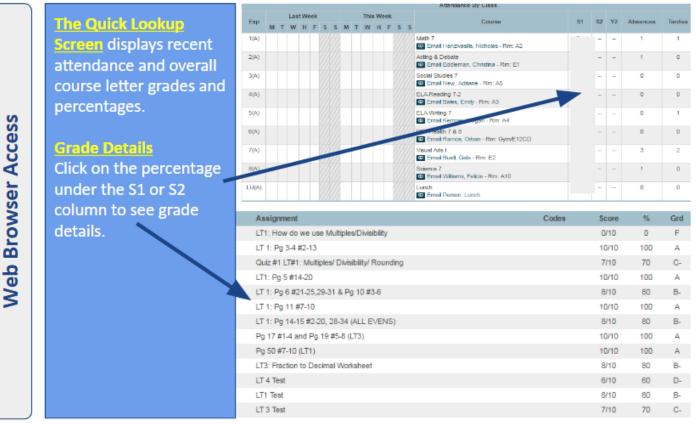
, , , , , , , , , , , , , , , , , , , ,			
Proficiency Level	Score	If the average of your child's weighted scores is between:	The overall letter grade will be:
Advanced: Student demonstrates understanding of the concept taught, making no errors related to the learning target, OR goes beyond classroom instruction making connections that were not taught in class.	10		
Approaching an advanced understanding of the concept.	90 - 100%	A	
<b>Proficient:</b> Student demonstrates understanding of the concept as it was taught, making no major errors related to the learning target.	9		
Approaching understanding of the concept as it was taught.	8	80 - 89%	В
Basic: Student understands the simpler parts of the concept but may make major errors or confuse ideas.	7	70 - 79%	С
$\label{problem} \textit{Approaching understanding of the simpler parts of the concept.}$	6	60 - 69%	D
Below Basic: Student makes an attempt at the task but needs significant help from the teacher or another student to do any of it.	5	Below 60%	F

**Grade/Class Score Detail** displays practice and test scores.

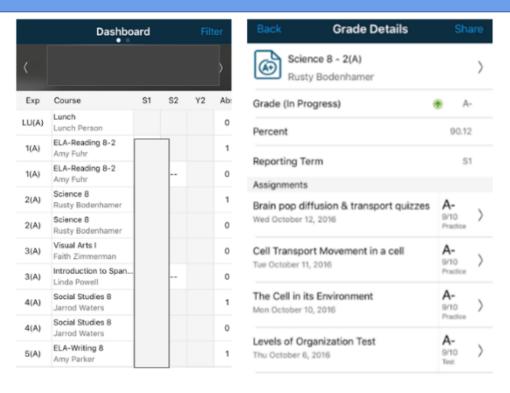
- Test grades are weighted so that they make up a majority of a student's grade.
- Students may ask to improve their test grades to show progress on learning goals.
- It is very important for students to do all practice work so they they are prepared for tests or other assessments.
- Scores represent feedback on student's work, not the number correct/incorrect.

Hint: Teachers are working hard to ensure that grades show what a student can and cannot do in a subject. When you communicate with teachers about low grades, ask how you can help your student get better on learning goals.

The way you access PowerSchool information in the web browser is a bit different than in the mobile app.



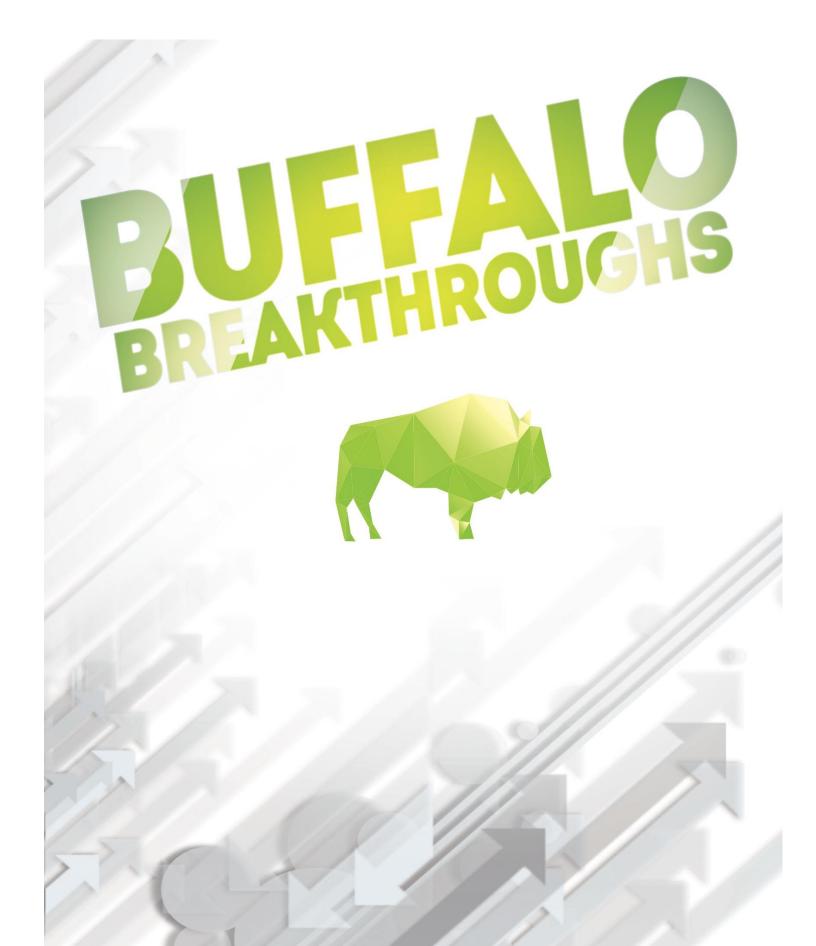
The Dashboard displays recent attendance and grades. Tap the percentage under the S1 or S2 column to see grade details. If you have multiple students you can swipe left or right to switch views.



Mobile App Access

MONTHLY GRADE CHECK-IN

**EMAIL ADDRESS** MONTHLY GRADE CHECK-IN **DUNDENCE** 





## MONTHLYATTENDANCE

	%			
	PERCENT	TARDIES	NEXT STEP	
AUG				Q 1 : LOOKING BACK, HOW HAS Your attendance or Tardies affected your Grades?
SEPT				UNADES:
ОСТ				Q 2 : LOOKING BACK, HOW HAS
NOV				YOUR ATTENDANCE OR TARDIES AFFECTED YOUR GRADES?
DEC				
JAN				Q3: LOOKING BACK, HOW HAS YOUR ATTENDANCE OR
FEB				TARDIES AFFECTED YOUR Grades?
MAR				
APR				Q 4 : LOOKING BACK, HOW HAS Your attendance or Tardies affected your
MAY				GRADES?



## MONTHLYATTENDANCE



AUG SEPT OCT NOV DEC JAN FEB MAR APR MAY

MONTHLY PERCENTS



## STARREADING

BEGINNING:			DOES YOUR EFFORT REFLECT YOUR SCORE?
	SCALE SCORE	GRADE LEVEL	WHY OR WHY NOT?
GOAL:	SCALE SCORE	GRADE LEVEL	
MY NEXT STEP IS			
MID-YEAR:	SCALE SCORE	GRADE LEVEL	DOES YOUR EFFORT REFLECT YOUR SCORE? WHY OR WHY NOT?
GOAL:	SCALE SCORE	GRADE LEVEL	
END YEAR:	SCALE SCORE	GRADE LEVEL	DOES YOUR EFFORT REFLECT YOUR SCORE? WHY OR WHY NOT?
GOAL:	SCALE SCORE	GRADE LEVEL	



## STARREADING

BEGINNING	MID-YEAR	END-YEAR

**GRADE LEVEL** 

GRADE LEVEL

**GRADE LEVEL** 



## STARMATH

BEGINNING:	SCALE SCORE	GRADE LEVEL	REFLECT YOUR SCORE? WHY OR WHY NOT?
GOAL:	SCALE SCORE	GRADE LEVEL	
MY NEXT STEP IS			
MID-YEAR:	SCALE SCORE	GRADE LEVEL	DOES YOUR EFFORT REFLECT YOUR SCORE? WHY OR WHY NOT?
GOAL:	SCALE SCORE	GRADE LEVEL	
MY NEXT STEP IS			1
END YEAR:	SCALE SCORE	GRADE LEVEL	DOES YOUR EFFORT REFLECT YOUR SCORE? WHY OR WHY NOT?
GOAL:	SCALE SCORE	GRADE LEVEL	



## STARMATH

BEGINNING	MID-YEAR	END-YEAR

GRADE LEVEL

GRADE LEVEL

**GRADE LEVEL** 



Place your badg as you collect the

year, you will collect badges for your efforts. Each badge is for a different subject area, skill, or character trait. Place your badges on these pages as you collect them! Collect them all!

As you go through your 6th grade









Incentive Badges





#### **Responsibility Badges**





















#### **Elective Badges**













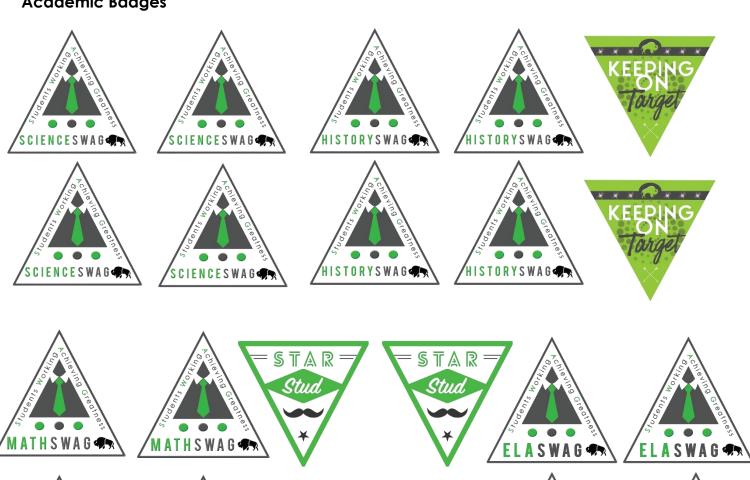






#### **Academic Badges**

MATHSWAG 🖘



STAR

Stud

ELASWAG 🖘

ELASWAG



MATHSWAG 🦘

STAR

Stud



### INDEPENDENCE PUBLIC SCHOOLS 2017-18 STUDENT ATTENDANCE CALENDAR

	Jl	JLY 20	17			AUG	UST 2	2017			SEPT	EMBER	R 2017			ОСТ	OBER	2017	
M	Т	W	Т	F	М	T	W	Т	F	М	Т	W	Т	F	М	T	W	Т	F
3	4	5	6	7		1	2	3	4		_			1	2	3	4	5	6
10	11	12	13	14	7	8	9	10	11	4	5	6	7	8	9	10	11	12	13
17	18	19	20	21	14	15	16	17	18	11	12	13	14	15	16	17	18	19	20
24	25	26	27	28	21	22	23	24	25	18	19	20	21	22	23	24	25	26	27
31					28	29	30	31		25	26	27	28	29	30	31			
					Student	Attendan	ce	11		Student	Attendar	nce	19		Student	Attendar	nce	21	
															End of 1st	t Qtr Oct 13			
	NOVE	MBER	2017			DECE	MBEF	R 2017			JAN	UARY	2018			FEBF	RUARY	2018	
M	Т	W	Т	F	М	Т	W	Т	F	М	Т	W	Т	F	М	Т	W	Т	F
		1	2	3					1	1	2	3	4	5				1	2
6	7	8	9	10	4	5	6	7	8	8	9	10	11	12	5	6	7	8	9
13	14	15	16	17	11	12	13	14	15	15	16	17	18	19	12	13	14	15	16
20	21	22	23	24	18	19	20	21	22	22	23	24	25	26	19	20	21	22	23
27	28	29	30		25	26	27	28	29	29	30	31			26	27	28		
Student A	Attendar	nce	18		Student	Attendan	ce	14		Student	Attendar	nce	20		Student	Attendar	nce	18	
					End of Firs	t Semester	Dec. 20												
	MA	RCH 2	018				RIL 20	)18		MAY 2018			JUNE 2018						
M	Т	W	Т	F	М	Т	W	Т	F	М	Т	W	Т	F	М	Т	W	Т	F
			1	2	2	3	4	5	6		1	2	3	4					1**
5	6	7	8	9	9	10	11	12	13	7	8	9	10	11	4	5	6	7	8
12	13	14	15	16	16	17 •	18	19	20	14	15	16	17	18	11	12	13	14	15
19	20	21	22	23	23	24	25	26	27	21	22	23**	24**	25**	18	19	20	21	22
26**	27**	28***	29***	30***	30					28	29**	30**	31**		25	26	27	28	29
Student A	Attendar	nce	16		Student	Attendan	ce	20		Student	Attendar	nce	16			r Schoo	!		
End of 3rd	Otr March	q								Anticipate	d Final Stu	dent Atten	lance Day	May 22 20	TBA 18				
Life of Site	and martin	•								Aitioipate	. mai Stu	aont Attent	anico bay,	y zz, zu					



#### Parent Conference Week

#### **ELEMENTARY/SECONDARY**

First Quarter 40
Second Quarter 43
Third Quarter 45
Fourth Quarter 45
173

(\*\* are protected as potential attendance and contract days and will be used first as makeup days in the case of adverse weather) (\*\*\* are protected as potential attendance and contract days and will be used after \*\* days)

#### **Student Evaluation Schedule**

First Quarter (Grades K-8) End of First Semester Third Quarter (Grades K-8) End of Second Semester August 17, 2017 through October 13, 2017 December 20, 2017 January 3, 2018-March 09, 2018 May 22, 2018

HR 12/16/2016

<sup>\*\*</sup>All Attendance and contract days that are postponed due to inclement weather will be added to the calendar.