



STUDENT HANDBOOK

MISSION: Obsidian Middle School's mission is to provide each student with a safe and individualized learning environment with high expectations preparing all students for high school and other post-secondary opportunities. We are committed to achieving our mission through student centered decisions, building positive relationships and working together with our community.

IMPROVEMENT PLAN GOALS

1. Reading
All students will exceed, meet, or reach their individual growth target, on the State Reading Assessment by May 2018.
2. Math
All students will exceed, meet, or reach their individual growth target, on the State Math Assessment by May 2018.



This agenda belongs to:

Name

Address

City/Town

Phone

Student Advisor

Zip Code

Student ID No.

OBSIDIAN MIDDLE SCHOOL

STAFF MEMBERS

<u>Principal:</u>	Tami Nakamura	<u>Math:</u>	Denise Balyeat Katie Browning Chelsea Gordon Rosemary Tyson Steve West
<u>Asst. Principal:</u>	Sam Platt		
<u>Dean:</u>	Megan Storey		
<u>Counselor:</u>	Trisha Bruck	<u>Science:</u>	Sallie Nigg Tara Tippy Steve West Thomas “Alan” Wheeler
<u>Main Office:</u>	Koni Artz Tamara Boegelsack Jackie Eck Michelle Rodriguez	<u>Spanish</u>	Rebecca Mertz
		<u>Technology:</u>	Steve Randall
<u>Library Asst.:</u>	Cherie Goeman Angel Spinelli	<u>Fine Arts:</u>	Kelly Mullins (Band) Jennifer Moore (Art)
<u>Educational Assts.:</u>	Patty Breitbach Morgan Willis	<u>Physical Education:</u>	Jeff Bowman Lori Stock
<u>CNA:</u>	Brooke Phillips	<u>Special Education:</u>	Chris Boegelsack Cristina Hyde Randi Slotnaes Taj Smith
<u>Language Arts</u>	Cassie Eberhard Kandi Hanks Kathy Popish Lisa Sage Matt Wysong	<u>ELL:</u>	Mary Bowman
		<u>Nurse:</u>	Debbie Willits
		<u>Speech:</u>	Julie Klein
<u>Social Studies:</u>	Kelsey Bennett Linda Buck Brian Marlowe Steve Randall Jared Young	<u>School Psychologist:</u>	Trish Christopher
		<u>FAN:</u>	Tammy Gates
		<u>Custodians:</u>	Willis Jensen Chris Powe

2017-2018 School Calendar

Tuesday, September 5	WEB Day: First Day for 6 th Graders Only
Wednesday, September 6	First Day for 7 th & 8 th Graders
Thursday, September 21	Picture Day
Tuesday, September 26	Open House “Back to School”
Friday, October 13	No School – State In-service Day
Thursday, October 19	Parent Conferences (Evening hours TBA)
Friday, October 20	Parent Conferences – No school
Thursday, October 26	Picture Retakes
Thursday, November 9	Barn Dance (5:30-7:00 pm)
Friday, November 10	No School – Veterans’ Day
Monday, November 20	Thanksgiving Break Begins (No school thru Nov 24)
Friday, December 1	No School – Teacher Work Day (MS & HS only)
Monday, December 4	First day Trimester 2
Monday, December 25-January 5	Winter Break
Tuesday, January 8	School Resumes
Monday, January 15	No School – Martin Luther King Holiday
Thursday, January 25	Parent Conferences (Evening hours TBA)
Friday, January 26	Parent Conferences – No school
Monday, February 5	No School – Curriculum Day
Friday, February 16	Night on the Town (5:30-7:00 pm)
Monday, February 19	No School – President’s Day
Thursday, March 1	Family Fun Night
Friday, March 16	No School – Teacher Work Day
Monday, March 19	First day Trimester 3
Monday, March 26-30	Spring Break
Friday, April 6	Color Dance (5:30-7:00 pm)
Friday, May 18	80’s Night (5:30-7:00 pm)
Monday, May 28	No School - Memorial Day Holiday
Thursday, June 14	Last day for ALL – Early release @ 11:15 am

“School Improvement Wednesday”
early release (1:15 pm) every week Starting September 6

PBIS: The Wolf Pack Way



We have three basic school rules: All student behaviors and actions should comply within these three rules:

- Be Safe
- Be Respectful
- Be Responsible

“Catch ‘em being good.” At OMS we are committed to identifying and rewarding those who make positive choices and go out of their way to be a good citizen.

Prevention Through Direct Teaching:

We will use advisory classes in the beginning of each trimester to teach our school rules and discuss examples of exemplary behavior. Wolf Pride posters are posted throughout the building to keep students informed of our expectations.

Prevention Through “Re-teaching”: We will strategically use the morning announcements, and other resources, at key times during the school year to re-teach critical expectations.

Data Collection and Analysis: Behavioral reports and referral information will be entered into a computer tracking system which will be monitored by the PBIS team. The data will assist us in making disciplinary decisions, both school-wide and with individual students.

Behavioral Intervention: Information from behavioral referrals will allow us to address and determine the best course of action in helping a student improve their behavior.

School-wide Uniformity: PBIS is most effective when we have everyone on board. Students will understand the impact when all of our staff members are using the same language and systems for rewards and discipline.

Student recognition: As a school and staff we will remain resolute in our commitment to recognizing and rewarding students who represent our school with pride.

Staff recognition: Staff will be recognized when they go the extra mile for kids and each other.



“The longer I live, the more I realize the impact of attitude on life. I am convinced that life is 10% what happens to me and 90% how I react to it. And so it is with you...we are in charge of our attitudes.”

- Charles Swindoll

STUDENT RIGHTS AND RESPONSIBILITIES

Our student management philosophy encourages students to follow our three school rules:



Be Safe
Be Respectful
Be Responsible

ACADEMIC RESPONSIBILITY

Students at the middle school level are expected to be self-directed learners, taking increased responsibility for their own academic progress. We encourage students to utilize their agenda to keep track of deadlines and assignments. Students have the right and responsibility to remain informed about their academic status, and each teacher maintains a system of posting updated grades. Students have the responsibility to communicate with their teachers and take advantage of available tools to keep informed about their grades.

Students who fail one or more class(es) at each grading period may be required to complete an academic accountability program. This could involve a recovery class in place of an elective, or during lunch, or other interventions as deemed necessary.

Students have a responsibility to come to school on time, with appropriate materials, prepared for class, and with a mind that is open and ready to learn. Students must behave in a manner that does not interfere with the rights of others to learn. Students are expected to attend all classes and complete all assigned work unless specific permission has been given to excuse a student. Lastly, students are to cooperate with teachers and other staff members by following all staff member requests, school and classroom rules, regulations and procedures.

ACTIVITY NIGHTS (DANCES)

All school rules apply during activity nights including the dress code and displays of affection policies. Students who are absent on the day, have outstanding fines or fees, and those who have received major disciplinary referrals within two weeks of the Activity Night may not be eligible to attend. Students must arrive on time. Late students

will not be admitted. Students who leave will not be allowed to return to an Activity Night.

ASSEMBLIES

Assemblies are a privilege that may be earned by meeting acceptable standards of behavior and academic achievement in the classroom. Students are expected to, quietly and orderly, walk with their classes to the gym and sit in their assigned area. Students are expected to be polite audiences, avoiding disruptions or disrespectful actions including booing, hissing, whistling, etc...

Students are to remain seated in the assembly until dismissed. Students who fail to follow these expectations may be removed from the assembly and lose their privileges to attend future assemblies.

LOCKERS

Each student will be issued a hall locker and a PE basket. Any damage to the locker will be paid for by the student who is assigned that locker.

Sharing of lockers and locker combinations is not allowed. Expensive personal valuables should not be kept in lockers, as the school does not accept responsibility for lost or stolen items missing from lockers. Bags, purses and backpacks cannot be taken to class or lunch, and must remain in lockers.

Lockers remain under the jurisdiction of the school even when assigned to a student. The school reserves the right to inspect all lockers. Periodic searches may be conducted at any time and without notice. Violation of locker use agreements will result in the removal of locker privileges.

PHONE USE AND MESSAGES

It is against school rules for students to send or receive text messages or other electronic communications during the school day as this is a disruption to the learning environment. Messages will be taken only from parents or guardians. Emergency messages will be delivered to the student immediately. Routine messages will be given to students before the end of the school day. Messages need to be received before 6th period in order to allow time to deliver to the student.

Office phones are for emergency use only, such as when a student is ill and needs to go home. Students are allowed to call home from the office during lunch and when needed with teacher permission.

OFFICE VISITS

When a student would like to see a Counselor or other front office staff member, the student must check in with a secretary before entering the office. Typically, the student will complete a call slip and the Counselor will call for them when the schedule allows.

TRANSPORTATION

Students being transported by the District are required to comply with the Student Code of Conduct. Violations of compliance may result in denial of transportation and school disciplinary action. Contact RSD transportation for all questions regarding transportation and bussing.

CLOSED CAMPUS

Obsidian operates a closed campus. Once a student arrives at school they are expected to remain on campus until the end of the school day or they have been checked out by a parent/guardian. Students are not allowed to leave school grounds during school hours. Student supervision will begin each day at 7:10am. Students who arrive before that time must sit quietly in the cafeteria. Students who are not taking part in after school activities must leave campus by **2:20 PM**. We cannot provide supervision to students after this time. Students planning to watch an athletic event that is not immediately following school must leave campus and return at the time of the event. Students who consistently fail to comply with this policy may be subject to citation by law enforcement and disciplinary consequences.

STUDENT GUESTS

Guests are not allowed on campus during the school day, or during school socials. If students wish to have a guest visit their classroom for a school activity, the approval of administration is required.

PHYSICAL EDUCATION POLICIES

All students are expected to wear the Obsidian PE uniform, grey t-shirt and black shorts. Uniforms may be ordered the first week of school. Street shoes are not allowed on the gym floors. At the end of PE class, all students are encouraged to take a brief shower.

FINES AND FEES

Students are expected to provide their own school supplies, including a calculator and PE lock. Certain fees may be required for the following: club dues, materials for a project that are in excess of requirements, field trips, athletic equipment, voluntary purchases such as yearbook, etc...

Fines will be incurred for any damage to school property, including band instruments, textbooks, computer equipment, and school grounds. Students who owe fines may not be allowed to attend functions such as socials, field trips, or extra-curricular activities.

LIBRARY

Books can be checked out for a period of 10 school days, reference books are for in-library use only. Students will not be allowed to check out any library materials if they have an overdue book or an unpaid fee. There is a three day grace period before late fees are charged. Late fees are ten cents a day up to a maximum of five dollars. Fees charged for damaging a book are based on the extent of the damage and/or the cost of repair. Students who lose or destroy books are charged the original purchase price of the book. Students with unpaid library fees or overdue books will not be allowed to participate in special school activities, such as field trips, activity night or field day.

COMPUTER LABS

Students are not allowed to bring their own software to the computer lab. Any misuse of equipment or access of unacceptable websites, including games, will result in loss of computer privileges and school consequences. Students are not allowed to use the Internet on any computer at school without an Electronic Communications Agreement signed by their parent.

MEDICATIONS AND PRESCRIPTIONS

Oregon law is specific regarding the handling of medications at school. All medications, prescription and over the counter, must have a doctor's order to be dispensed at school. If parents want their student to receive medication at school, they must complete a form available in the main office. All medication must be in the original container and delivered to school by parents. Special emergency medications such as inhalers are handled on an individual basis under the guidance of the School Nurse.

ATTENDANCE

Based on state statute and district policy, students of the Redmond School District are required to attend school. Parents who do not comply with compulsory attendance laws are subject to action by law enforcement. If a student shows a pattern of absences or truancy, the following procedure will take place:

1. Parent will be notified by letter regarding the concern, and informed of the district's policy.
2. If truancy continues, a formal letter will be delivered to the parent.
3. If truancy continues, a meeting with the parent and school administration will occur.

4. If truancy continues, a citation is issued: Parents will be cited to Redmond Justice Court (ORS 339.020; ORS 163.557)

ABSENCES

When a student is absent, we request that parents phone the school to inform us of the absence. Doing so eliminates the need to write a note upon the student's return.

Students who return after an absence without an excuse note or phone excuse from a parent will be given an unexcused admit slip. The student will have one additional day to clear the absence. Following that time, the student will be subject to disciplinary action due to the unexcused absence.

Students who have excused absences, including suspension, will be given the same number of days they missed to complete missing work. Exceptions can be made for extended illness. Extensions may not be given for long-term assignments. For example, projects where the due date has been communicated well in advance. If not turned in on the due date, these projects must be turned in on the first day of the student's return to school.

For pre-arranged absences, a parent may phone or send a note to the Attendance Office. Students who arrive to school late must check in with Attendance. Students may not leave school during the day, including for pre-arranged appointments, without having a parent check them out in person at the Attendance window.

HOMEWORK REQUESTS

Requests for homework will be taken no earlier than the second consecutive day of a student's absence. Work will be ready to pick up in the office by the beginning of the following day.

APPROPRIATE DRESS

Clothing at school must be modest, clean, safe, and respectful. A student wearing attire deemed inappropriate by staff members will need to change immediately. If this is not possible, the student will be sent to an administrator to phone a parent to bring a change of clothing. **Specific items not allowed include:** spaghetti straps, low-cut shirts, shirts exposing midriff, halters, shorts or skirts that are not modest in length (generally no shorter than mid-thigh), or any clothing that exposes undergarments, pajamas, slippers, clothing that displays or promotes drugs, alcohol, gang affiliation or messages deemed inappropriate for an educational environment.

Hats, hoods and sunglasses may not be worn in the building; repeated offenses will result in confiscation for a period of time, which may include the remainder of the school year. Students who continually violate this policy may be subject to disciplinary action.

LUNCH BEHAVIOR

Students cannot cut in line nor hold a place in line for other students. Students are expected to remain seated during lunch, and not wander from table to table. Students may go outside; when the card is flipped to green students may stay seated and raise their hands to be released only when the entire table area is clean of any garbage. Students will occasionally be asked to assist in cleaning up messes at their table, including those messes that have been made by others.

CELL PHONES, MUSIC DEVICES AND OTHER ELECTRONICS

Cell phones and other electronic devices **may not** be used during the school day without the consent of the supervising teacher. Students are not allowed to use these items in the hallways or during passing periods. **Cell phones are not permitted at lunch.** Students who need to contact home must receive permission to call from the office. Parents may leave a message for their children by calling the office at 541-923-4900. Students may use their phones before and after the school day. Students do not have the right to photograph, record, or videotape students or staff members without their consent. Additionally, the posting of student or staff member footage to the internet without written consent is prohibited and will be subject to disciplinary consequences. Obsidian Middle School is not responsible for lost or stolen items. Bring these items to school at your OWN RISK.

Cell phone and other electronics policy: Off and Away From 7:30AM - 2:15 PM

First Violation: Device will be confiscated and the student may receive disciplinary consequences. The student may retrieve the item at the end of day in office.

Second and Subsequent Violations: Device will be confiscated and the student may receive disciplinary consequences. A parent must retrieve the phone or other device in the office. Students who continually violate this policy will not be permitted to bring electronics to school.

SKATES, BLADES, SCOOTERS AND BIKES

For safety reasons, students cannot ride skateboards, rollerblades, scooters or bikes on campus. Students must walk their bike and carry their skateboards when arriving on campus. Bikes should be locked to the bike rack for security. For convenience, an inside “parking lot” is provided for skate boards and scooters. Although the parking lot is locked during the school day, the school is not responsible for lost, damage, or theft to these personal items.

DISCIPLINARY POLICIES

It is the right of every student to learn in a safe and orderly environment. When the behavior of others interferes with that right, it is the responsibility of school personnel to intervene.

Obsidian Middle School discipline policies are intended to recognize the unique needs of middle school students, while holding each individual accountable for his or her choices.

Occasional, minor behavior infractions (i.e., gum chewing, socializing during class, failure to bring supplies) are typically dealt with at the classroom level. Teachers give reminders to students and contact parents if the behaviors continue.

Chronic behavior infractions or major behavior infractions will be handled by administration. The District has authority over a student during the regular school day, and at any school-related event. Students will be subject to disciplinary action for major violations or repeated infractions. Disciplinary action may include:

1. **Time Out** (removed from the classroom)
2. **After School or Lunch Detention or Community Service**
3. **In School Suspension** (fully or partially removed from the classroom)
4. **Out of School Suspension** (a day or days removed from school, including all school-related activities such as athletics)
5. **Law Enforcement Involvement / Citation**
6. **Recommendation for Expulsion** (removal from school for an extended period, up to one year, as determined by neutral hearings officer)

In taking disciplinary action, school officials will consider students’ individual and collective rights and safety. Students will be afforded their right to fair consideration

free from action which is arbitrary, capricious, or inappropriate for the infraction committed.

Parents or students who have complaints concerning disciplinary action of a classroom teacher should first discuss the concern with the teacher. If the matter is not satisfactorily resolved, the parent or student may request a conference with an administrator.

BEHAVIORAL INFRACTIONS:

TARDIES

When students are tardy to class, it disrupts the learning of others. Teachers will take accurate attendance. Student attendance will be monitored, daily, by student management. Tardies will be counted for the entire day, not by individual classes. Tardies will be handled in the following manner (Incident “clock” begins each trimester):

- 1st Incident:** Warning from teacher.
- 2nd Incident:** Warning from teacher.
- 3rd – 5th Incident:** Lunch Detention
- 6th – 9th Incident:** Referral
- 10th Incident:** In School Suspension
- **Subsequent tardies will escalate consequences.**

SEARCHES OF STUDENT BELONGINGS

School officials may search a student and his or her personal property if they have reasonable suspicion to believe that an illegal act or violation of school rules was or may be committed. This includes school lockers, student backpacks, pockets, purses, and electronic devices.

DISTRIBUTION OF MATERIAL

All aspects of school-sponsored publications are under the supervision of the teachers and administrators. No materials, written, or visual, may be sold, circulated, posted or distributed without prior approval of administration. Students may not purchase or trade items from other students or sell items to other students on school property.

INSUBORDINATION

Students are expected to comply, without argument or incident, with reasonable requests made by any staff member, including substitute teachers. Insubordination includes refusal to attend to academic tasks in the classroom.

PROFANITY

Profane language and obscene materials are not allowed in the school setting. Students who use profanity will receive immediate consequences. Students who are in possession of or who are responsible for obscene materials (including written, online, or lyrics) will be subject to disciplinary action.

ITEMS/ACTIONS DISTRACTING TO THE LEARNING ENVIRONMENT

Any item that disrupts learning will be confiscated. This includes laser pointers, rubber bands, toys and note passing. It will be the decision of an administrator if the item is returned to the student or the parent. Actions deemed as trying to draw excessive attention to oneself such that they become a distraction are subject to disciplinary consequences. This includes writing and/or coloring on clothing or body parts.

DISPLAYS OF AFFECTION

Hand holding, hugging, kissing, embracing one another or similar displays of affection are not allowed at school. Repeat offenses will result in disciplinary consequences.

CHEATING

Students who falsify their work in any way, either by cheating from notes, texts, or other students' work, or the Internet will be required to redo the assignment or assessment and receive disciplinary action.

STUDENT GROUPS

Organizations such as gangs, hate groups or any other groups which advocate discrimination, hatred or violence on any issue, are banned from the school district. Any student involved in discussion, recruitment, or distribution of materials connected with such groups will receive disciplinary consequences. This includes writing or displaying gang graffiti, wearing gang-related or weaponed attire, flashing gang signs, or advocating exclusion or discrimination.

THEFT AND VANDALISM

Any student involved in the theft or vandalism of school property or the property of others will be subject to disciplinary action, required repayment, and police involvement.

FALSE ALARMS

The initiation of a false alarm is a crime. This includes pulling a fire alarm, calling 911, or other purposeful action indicating a false emergency. Students involved in such behavior will receive disciplinary action and be subject to police involvement.

CONTROLLED SUBSTANCES – SALE OR DISTRIBUTION

Students may not sell, distribute or deliver alcohol or any other controlled substance or look-alike substance on any school district property or while attending any school-related event, including coming to or from school. Sale, delivery or distribution of such items will result in the following action:

First Incident: Recommendation for expulsion and citation by police

HARASSMENT AND BULLYING

Any form of intimidation or harassment will be investigated and may result in disciplinary consequences. This includes threatening or harassing words, pictures, gestures or notes. Any list, which gives the appearance of a hate list or hit list, is prohibited. Students who are involved in harassment or bullying may be required to complete a restrictive social contract. The school is not responsible for investigation or consequences regarding student contact which occurs outside of the school day. All such issues should be directed to law enforcement officials.

FIGHTING

Any form of fighting, including but not limited to: shoving, hitting, kicking, and wrestling will result in the following action:

- First Incident:** Suspension for 2-5 days, a police citation as warranted and possible recommendation for expulsion
- Second Incident:** Suspension for 5-7 days, a police citation as warranted and possible recommendation for expulsion
- Third Incident:** Suspended pending recommendation for expulsion and police citation as warranted

Students who make threats of harm or help to incite or encourage a fight in any way, including videotaping or posting on the internet, will be held responsible for their actions and will receive school consequences. Students who are involved in fighting off campus will be subject to school disciplinary consequences if the fight had origins on school grounds. In addition, any fight which occurs on the way to or from school will result in school consequences. Depending on the severity of the fight and related

circumstances, a recommendation for expulsion may occur from the first or second incident.

CONTROLLED SUBSTANCES, LOOK-ALIKE DRUGS, AND DRUG PARAPHERNALIA – POSSESSION OR USE

Students may not possess or use drugs, alcohol, drug related paraphernalia or controlled substances without a prescription on any school district property or while attending any school-related event, including coming to or from school. This includes all look-alike substances such as energy pills, non-alcoholic beer, etc. Possession or use of controlled substances, including look-alikes, alcohol, paraphernalia and drug residue, will result in the following action:

First Incident: Minimum of Suspension for five days and citation by police

Second Incident: Recommendation for expulsion and citation by police

TOBACCO

The use or possession of tobacco or electronic cigarettes is prohibited on all school district campuses and property, buses, and while attending any school-related activity off of school grounds. Possession or use of tobacco, matches, or a lighter will result in the following action:

First Incident: Suspension for two days

Second Incident: Suspension for five days; parent conference required

Third Incident: Suspension pending recommendation for expulsion

The **distribution of tobacco** will result in a five day suspension for the first incident. Further incidents of distribution will result in recommendation for expulsion.

WEAPONS

The possession of any weapon, look-alike, or object which could be used to endanger others is prohibited. Pocket knives of any kind, including multi-use tools, are not allowed. Spiked accessories are prohibited. Such items will be confiscated. Depending on the item, and nature of its possession, disciplinary action will be determined. This could range from suspension to recommendation for expulsion and police involvement.

DANGEROUS ITEMS

Items such as lighters, matches, firecrackers, or any explosive substance is prohibited. Possession of such items will result in disciplinary action ranging from suspension to recommendation for expulsion and police involvement.

Obsidian PRIDE

Be Safe

Avoid Danger

Avoid Injury

Protect and look out for each other

Be Respectful

Treat others how we wish to be treated

Accepting everyone for Who they are

Taking Pride in our school image, facilities, and self



Be Responsible

In control of our own behavior

Earning trust through consistent hard work

Working towards personal excellence

ATHLETIC PROGRAMS

Middle School Athletic programs include interscholastic competition with other Central Oregon middle schools and intramural competition between Redmond School District students.

To participate in athletics, students must have a current sports physical. State law requires a physical every two years.

There are participation fees for athletics. Parents should contact the Athletic Director if this is a hardship and will prevent a student from participation.

ELIGIBILITY

In order to participate in practice or competition, a student must be in attendance for the full day on the day of the practice or competition. Any exceptions must be cleared through the Athletic Director or Administrator.

Students must be currently passing all classes according to the following procedure:

During each season, grades will be checked after the first competition and approximately two weeks later. All dates for grade checks and eligibility determination will be decided by the Athletic Director and coaching staff. When students are ineligible to compete, they are expected to practice and attend competitions with their teammates.

Athletes who have engaged in conduct unbecoming of an athlete representing the Redmond School District will be subject to athletic disciplinary consequences. This could involve removal for one or more competitions, or removal for the season. Such decisions will be made by the Athletic Director, school administration and coaching staff. Parents have the right to appeal such decisions per district policy.

Any athlete involved in a substance abuse policy violation will receive a two-week suspension from competition and is expected to attend practices. Such a suspension may carry over to an athletes' next sports season.

- Further information can be found in the OMS Athletic Handbook.

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