

LORNA BYRNE MIDDLE SCHOOL

2021-2022

STUDENT HANDBOOK

“Be Better, Be Different, Be EPIC”



The material covered in this student handbook is intended as a method of communicating to students and parents/guardians regarding general district information, rules, and procedures and is not intended to either enlarge or diminish any Board policy, administrative regulation, or negotiated agreement. Material contained herein may, therefore, be superseded by such Board policy, administrative regulation, or negotiated agreement. For a more detailed explanation of our Code of Conduct, see the Students Rights and Responsibilities handbook approved by the Board of Education of Three Rivers School District, available in the school office.

LORNA BYRNE MIDDLE SCHOOL
MISSION STATEMENT

We are here as a united community to support and encourage each other to become positive, well-rounded, lifelong learners, and successful leaders of the future.

LORNA BYRNE MIDDLE SCHOOL
VISION STATEMENT

Lorna Byrne Middle School will foster an environment to nurture individuals academically, socially, and emotionally so that they are better equipped to tackle life's challenges and become productive members of society.

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I. GENERAL INFORMATION

OFFICE

The office is a source of information. The health room is located in the front office area. To use the health room (except in an emergency), a pass from a teacher is needed. Students may NOT use the phone during class time **EXCEPT FOR EMERGENCIES**.

ARRIVAL TIMES

The LBMS day begins at 8:45 a.m. and ends at 3:55 p.m. Monday through Thursday. **Supervision Before School- No supervision is available before 8:15 a.m. If students are driven to school, please do not arrive at school before 8:15 a.m. Monday through Thursday.**

EMERGENCY SCHOOL CLOSING INFORMATION

In case of hazardous or emergency conditions, the superintendent may alter district transportation schedules. Such alterations include closure of all schools, closure of selected schools or grade levels, delayed openings of schools and early dismissal of students. Our district electronic automated calling system will contact the phone number indicated on the enrollment form to inform patrons of closures and/or delays. Patrons can also listen to local media outlets for continual updates. When possible we will also post information about closures on the district website.

- **Delayed School** - If roads are icy or other dangerous conditions exist in the morning, please listen to the local radio station or TV channel between the hours of 5:30 a.m. and 8:00 a.m. The radio will give all the information you will need. Please be aware of the following: **School could be closed for the entire day or school opening could be delayed TWO hours. If this occurs, school will still end at the normal time.** Please rely on the radio or television to keep informed of all necessary information. In addition, check the Three Rivers School District website www.threerivers.k12.or.us for an update on school closures/delays.

ATTENDANCE

Oregon law requires students to attend school regularly, **which means less than four (4) unexcused absences in a four-week period.**

Oregon has also defined acceptable attendance **as not missing more than 14 days in a school year** (92% attendance). If you have more than 14 absences in a school year due to illness, it may be necessary for your parent/guardian to obtain a doctor's note before additional absences will be excused due to illness.

Oregon law allows excused absences to be granted if you are ill, if a family member is ill, or you have a family emergency. If you have had good attendance, the principal may grant an excused absence for a special event such as an out of state wedding.

If you're absent, your parent/guardian needs to phone the school the day you are absent to have the absence excused. If your parent/guardian can't phone the school the day you are absent, you need to bring a note the day you return to school to have your absence excused.

Good attendance is the single most important factor in school success. We expect good attendance and will provide assistance if there are problems preventing good attendance.

It is your responsibility to check for work missed during your absence.

Absences that are not verified as excused through a signed note from the parent or guardian will be treated as trancies. Truancy (skipping a class while on school property) will result in detention or suspension for the first offense. Leaving campus will be treated as a more serious offense. Subsequent offenses may result in In-School Suspension up to Out-of-School Suspension and/or alternative placement.

Oregon law requires that all children between the ages of 7 and 18 must regularly attend school and that the parent/guardian is responsible for assuring that he/she does so. Failure to send children to school and to maintain regular attendance is a violation of Oregon law. Three Rivers School District is empowered to issue a citation requiring the parent/guardian to appear before the Josephine County Circuit Court for violation of this law. **Under the TRSD attendance initiative, letters of warning will be sent to parents / guardians whose students are not meeting attendance expectations regardless of the reason(s) for absence. See next page for more details.**

8th graders that have 20 or more absences may be excluded from the 8th grade Moving Up Ceremony and/or Moving Up activities. Extenuating circumstances may be taken into consideration. Students who receive suspensions as a result of disciplinary action may be excluded from participation in school-related activities.

TARDIES

Passes will be issued if a student is detained by the previous teacher, if the student reports from the office, or in the case of a late bus or late breakfast. Unexcused tardies are addressed on a class-by-class basis as follows:

- First tardy = Verbal warning, Teacher documented, classroom consequences
- Second tardy = Verbal warning, Teacher documented, classroom consequences
- Third tardy = Lunch Detention with parent contact
- Four or more = Office referral with parent contact

Excessive tardies may be redefined as Defiance of Authority and lead to suspension.

HALL PASSES

A student is required to have teacher permission and a hall pass to leave the classroom during scheduled class time. Students are not to be assigned a hall pass the first 10 minutes or Last 10 minutes of any class. Students who are in the hall during class times are expected to be courteous and quiet while outside the room, and prompt to return to class. Students out of class without a pass, or without permission, are subject to disciplinary action.

RELEASE OF STUDENTS FROM SCHOOL

A student shall not be released from school at times other than regular dismissal hours except with an administrator's permission or according to school sign-out procedures. The teacher will determine that permission has been granted before allowing the student to leave the classroom. **The student must be signed out in the office before leaving school property.**

A student will not be released to any person unless listed on the enrollment form by his/her parent/guardian or as otherwise provided by law.

Parents / guardians signing students out of school should call the office in advance to allow for teachers to organize homework and send students to the office. **Visitors are not allowed to disrupt a class.** They must come to the office and follow the standard sign in / sign out procedure.

STUDENT SCHEDULES / CHANGES

Core classes are scheduled based upon skill level and enrollment. Elective classes are scheduled based on student preference and available seat space, with 8th graders having first priority. If a student has not met district and state academic standards, they may be scheduled into an academic support class instead of an elective. **The school exercises the right and responsibility to schedule students according to their academic needs and available seat space.**

The master schedule is designed to provide levels of instruction for students of all abilities, with the opportunity to explore certain elective options. Schedule changes do not occur unless absolutely necessary. If a student is discovered to be in an academic class where the skill level does not match their level of performance, the student may be transferred to another class that better matches his/her skill level. If the student or parent requests a schedule change because of a complaint regarding a teacher or class, the established complaint procedure should be followed to resolve the issue.

LUNCH / BREAKFAST PROGRAM

Every morning the kitchen serves a well-balanced breakfast. Delivered to your first-period class. Lorna Byrne is qualified as school-wide Title I, which means all enrolled students qualify for free meals. We encourage each student to eat breakfast and lunch each day to maintain health and to bolster concentration at school!

Parents wishing to bring food from outside to their student should have this pre-approved 24 hours in advance, so that our free meal program may have time to adjust the lunch count reported to the program.

Cafeteria Conduct -- We expect students to clear their tables after eating – this helps students develop skills and habits which are responsible and show respect for others. Students who leave messes repeatedly may be asked to assist in cleaning up the cafeteria, be assigned a seat for a designated amount of time in the cafeteria, and/or be referred to the office. Students should not gather or group in doorways – this creates a hazard.

FEES

Materials that are part of the basic educational program are provided without charge to a student. A student is expected to provide his/her own supplies of pencils, pens, paper, notebooks and other items listed in the school supply list posted prior to the beginning of school. Students may also be required to pay certain other fees or deposits, including but not limited to:

- Materials for a class project the student will keep in excess of minimum course requirements and at the option of the student
- Student accident insurance and insurance on school-owned instruments
- Band or music class instrument rental
- Fees for damaged library books, computers/Chromebooks and school-owned equipment
- Late fees for library books
- Field trips considered optional to the district's regular school program
- Admission fees for certain activities such as dances
- Lorna Byrne physical education shorts and t-shirt (optional)

Fee for Extra-Curricular Activities: Lorna Byrne Middle School provides as many opportunities for students as are fiscally possible. Because we are unfunded by the district for extra-curricular activities, there is a \$75.00 participation fee per student, per sports activity. **Student-athletes must complete all paperwork completed, have on record a current physical, insurance, and fee paid before they may participate in any organized conditioning or practice.** Parents should call the Athletic Director to discuss issues related to paying for athletics. Students who fail to pay will be unable to participate. Working with families to assure their children are eligible for these enrichment activities is the goal of the LBMS staff.

REFUND OF FEES

If you need a refund for fees paid, there must be written directions from the teacher of that class, signed by the teacher, and taken to the Office Manager. Amounts of \$5.00 or more will be processed by check and mailed to parents. **Refunds for athletic fees will be processed before the first game of the season only. Once the scheduled games have begun, no refunds will be issued.**

PERSONAL PROPERTY AT SCHOOL

All electronic devices including iPods, MP3 players, CD players, DVD players, cameras, or other personal property should be left at home. Trading cards, valuable collectables, poker cards, and gambling devices in any form are not permitted. Inappropriate use of any electronic devices the student chooses to bring to school will result in the confiscation of the device. In such a case, the item could be held securely in the office for pick up after school by a student for an initial incident, or parent in the case of a repeated incident. Repeated offenses may also result in other consequences as per the Three Rivers School District Discipline Matrix 2020-21

The school is not responsible for lost, stolen or damaged items brought to school by the student.

Students are not allowed to buy / sell personal property to / from each other at school, exchange / trade goods or transfer money to / from each other on school grounds. Money or goods should not exchange hands at school. Violations will result in disciplinary consequences as per Disciplinary Matrix.

CELL PHONES

Students may bring cellphones to school. **Cell phones, however, may not be used during class and have to be out of sight (unless teacher permission).** If students are uncomfortable with this option they should not bring electronic devices to school. On occasion, teachers allow cell phones in their classrooms to use during special projects, this would be the only time students are allowed to have their cell phone out in class during the day. Inappropriate use of cell phones will result in confiscation, and further incidences will result in increasing disciplinary consequences for defiance of authority, such as:

- 1st Infraction: Phone is taken to the office, student picks up from the office at the end of the day.
- 2nd Infraction: Phone is taken to the office and kept overnight or the parent picks up.
- 3rd Infraction: Phone is taken to the office, referral written for Defiance of Authority, parent picks up.

Further infractions: Increasing disciplinary consequences/Behavior Plan.

EMERGENCY DRILLS

We expect students to participate in Fire Drills, Intruder Drills and Earthquake Drills. Students who interfere and/or disrupt emergency drills will be cited for major defiance of authority. (Intruder Drills

may require participation by parents as well as all staff. In such cases, students are to move quickly and quietly to the nearest adult and follow his/her directions.)

MEDICAL CENTER

The **Lorna Byrne Student-based Health Center** is located in the building, fully staffed with medical professionals. They will administer initial care to students who are ill or injured **if the parent or guardian provides permission for this service during the enrollment process. Copies of the health center approval form are in the LBMS office.** Parents will be contacted if their child visits the health center or if further medical treatment is recommended.

MEDICINE AT SCHOOL

Students may be permitted to take prescription or non-prescription medication at school or at school-sponsored activities on a temporary or regular basis when necessary. All medications, prescription and over the counter, must be turned in to the office and accompanied by the appropriate form in order for the student to take it at school. This includes cough drops and skin medications. **ALL MEDICATION IS TO BE DROPPED OFF OR PICKED UP BY AN ADULT.**

Prescription Medication - A prescription drug is a pharmaceutical drug that legally requires a medical prescription to be dispensed.

- Physician's written instructions, to include medication's name, dosage, time and method of administration.
- Medication in the original container.
- Container clearly labeled with the student's and physician's name and instructions for administration.

Non-Prescription Medication - Commercially prepared, non-alcohol based medication to be taken at school that is necessary for the student to remain at school.

- Parent/Guardian's written instructions to include medication's name, dosage, time and method of administration.
- Medication in the original container.
- Upon conclusion of the school year all medications should be picked up by parent/guardian or will be disposed of.

SCHOOL ADMINISTERED MEDICATION

Requests for the school to administer medication shall be made by the parent/guardian in writing.

Written instructions from the physician are required for all requests to administer prescription medication. Such instructions must include the following information: name of the student, name of the medication, dosage, route, frequency of administration, and any special instructions. A prescription label meets the requirement for written instructions from the physician, if the information above is included.

Written instructions of the parent/guardian, which include the information above, are required for all requests to administer non prescription medication. All medication administered by the district is to be brought to school by the parent/guardian in its original container. Students are responsible for maintaining their dosage schedules by showing up to the office at the appropriate times. Medication not picked up by parent/guardian within five school days of the end of the medication period or at the end of the school year, whichever occurs first, will be disposed of.

SELF-MEDICATION

Self-medication of prescription and nonprescription medication is not allowed except in cases where a

student must carry such medication on his/her person for immediate access, and the necessary permission form and written instructions have been submitted as required above. All medication must be kept in its appropriately labeled, original container. The student's name is to be affixed to non-prescription medication. Students may have in their possession only the amount of medication needed for that school day. Sharing or borrowing medication is strictly prohibited. Permission to self-medicate may be revoked if the student is found to be in violation of these requirements. Students may also be subject to disciplinary action. Contact the school office for additional information.

COMMUNICABLE DISEASES

Parents/Guardians of a student with a communicable or contagious disease are asked to telephone the school office so other students who have been exposed to the disease can be alerted. A student with certain school contractible diseases is not allowed to come to school while the disease is contagious.

This restriction is removed by the written statement of the local health officer or a licensed physician (with the concurrence of the local health officer) that the disease is no longer communicable to others in the school setting. For head lice, indicated by a double asterisk (**) below, the restriction may be removed after the parent provides a signed statement that a recognized treatment has been initiated.

These diseases include, but are not limited to, chicken pox*, diphtheria, measles, meningitis, mumps*, lice infestations**, whooping cough, rubella, scabies*, staph infections*, strep infections*, and tuberculosis. Parents with questions should contact their physician or local health center.

For head lice, the restriction may be removed after the parent provides a signed statement that a recognized treatment has been initiated. Other diseases and/or maladies your student may contract include chicken pox, diphtheria, measles, meningitis, mumps, lice infestations, whooping cough, plague, rubella, scabies, staph infections, strep infections and tuberculosis. Parents with questions should contact the Lorna Byrne Student-based Health Center at 541-592-6978.

IMMUNIZATIONS

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student should not be immunized. Proof of immunization may be personal records from a licensed physician or public health clinic. Any student not in compliance with Oregon statutes and rules related to immunization may be excluded from school until such time as he/she has met immunization requirements.

EMERGENCY MEDICAL TREATMENT

A student who becomes ill or is injured at school must notify his/her teacher or another staff member as soon as possible. In case of a serious illness or injury, the school shall attempt to notify parents according to information provided on emergency forms and submitted by parents/guardians to the school. Parents/Guardians are encouraged to update this information as often as necessary. If the student is too ill to remain in school, the student will be released to the student's parents/guardians or to another person as directed on the student's emergency form.

LOST AND FOUND

Any articles found in the school or on district grounds should be turned in to the school office. Unclaimed articles will be disposed of after one month. **Loss or suspected theft of personal or school property should be reported to the school office.** Students are encouraged to have their first and last names on personal items at school. Students should not bring personal items that are not necessary to school, such as cell phones, iPods, CD players or CD's and games (see Personal Property).

The school is not responsible for lost, stolen or damaged items.

LOCKERS

Sharing of lockers by students is prohibited. Lockers and other district storage areas provided for student use remain under the jurisdiction of the district even when assigned to an individual student. The district reserves the right to inspect all lockers. A student has full responsibility for the security of the locker and is responsible for making certain it is locked (the lock has been spun after closing) and that the combination is not available to others. Lockers may be routinely inspected without prior notice to ensure no item that is prohibited on district premises is present, maintenance of proper sanitation, mechanical condition and safety, and to reclaim district property including instructional materials. The school is not responsible for personal property lost or stolen from lockers. **Violation of locker rules may result in the loss of locker privileges. In such cases, students may be required to store their locker belongings in a box in the office for an assigned period of time.**

LOST OR DAMAGED BOOKS

Textbooks are checked out to students at the beginning of the year and the students are responsible for the books in their care. It is expected that the textbook will be covered and in the student's possession at all times during the year, and turned in at the end of the year in substantially the same condition. The school will not be responsible for lost or stolen textbooks. If a textbook is unaccounted for or damaged, the student must report it immediately to the teacher, and also to the office. The teacher reports this to school office, and property charge slips are filled out and mailed to the parent/guardian.

A replacement book will not be checked out to the student until arrangements have been made to pay the property charge. At any time, if the book is located and returned, the property charge will be refunded. Average replacement cost of a textbook is \$50.00. Fines and fees for library books can also be assigned to students. Unpaid fines can also cause a student to be ineligible for activities such as field trips, Moving Up Ceremony, etc. We encourage parents / guardians to assist us in keeping books in good repair and return them in a timely manner to avoid penalty.

II. ACADEMIC PROCESSES / GRADING

CURRICULUM / STANDARDS

The Three Rivers School District, as is the entire state of Oregon, is in the process of restructuring curricular offerings from Kindergarten through the 12th grade. Our staff has undergone extensive professional development during the 2011-2012 school year to ensure an in depth understanding and smooth transition to the Common Core State Standards (CCSS). The CCSS are a set of shared K-12 learning expectations for students in English-language arts and mathematics. The standards are the result of a state-led effort coordinated by the National Governors Association (NGA) and the Council of Chief State School Officers (CCSSO). The CCSS for grades K-12 were developed in collaboration with a variety of stakeholders including content experts, state education leaders, teachers, school administrators, and parents. The Common Core State Standards provide a consistent, clear understanding of what students are expected to learn in K-12 Math and English Language Arts. The standards are designed to be robust and relevant to the real world, reflecting the knowledge and skills that our young people need for success in college and careers. The CCSS supports the college and career ready expectations of Oregon's new graduation requirements.

Parents, students and the community should be aware that these new standards require a higher level of master of information and concepts at all grade levels. This higher bar will impact student achievement and state assessment scores, at least initially. Over time as this change is fully implemented we are confident our students will once again rise to the top in terms of student performance.

GRADING / PROFICIENCY BASED LEARNING

Grading System Overview

Parents and schools need to work together to promote academic and personal growth in students. For that reason we will communicate with you frequently, providing up-to-date information on your child's progress in schools.

This is the first year that all core academic classes within the school will be grading on a Proficiency Based Learning model (PBL). Report card grades are determined by what a student knows and can do, rather than reporting on absences, tardies or extra credit, which traditionally factors into grading. Students are told what they are expected to learn and how assignments or lessons help meet those goals. In the PBL model, more emphasis is placed on learning.

Definitions

- **Proficiency Based Learning (PBL):**
 - This term refers to a system in which teachers assess and grade students based on content specific knowledge and skills with less emphasis being placed upon behavior, tardiness or extra credit because those elements do not reflect a student's knowledge.
- **Proficiencies:**
 - Mastery of specific knowledge and skills demonstrated by consistently superior performance, measured against established standards.
- **Core Classes:**
 - Math, Language Arts, Science and Social Studies
- **Content Knowledge and Skills:**
 - These are the skills most commonly associated with the assessed state standards
 - See further clarification through examples below under "grades"
- **Participation / Citizenship Skills:**
 - These skills are those that help to develop the content knowledge and skills and are more associated with being a good citizen (being on time, respectful, safe and responsible).
 - See further clarification through examples below under "grades"
- **Summative Assessments:**
 - This assessment summarizes the development of learners at a particular time, usually at the end of a unit (example: unit tests).
- **Formative Assessments:**
 - This is any assessment that informs the teacher and the students where the learner currently is in the learning process and can take place at any time during the unit so that the teacher/students can plan accordingly (example: quizzes).
 - Formative assessment is more valuable for day-to-day teaching when it is used to adapt the teaching to meet students' needs. Formative assessment helps teachers to monitor their students' progress and to modify the instruction accordingly. It also helps students to monitor their own progress as they get feedback from their peers and the teacher. Students also find the opportunity to revise and refine their thinking by means of formative assessment.

(Summative assessment is characterized as an assessment of learning and is contrasted with formative assessment, which is assessment for learning.)

Grades

Academic grades under the Proficiency-Based Learning model will reflect a student's mastery of the subject's knowledge and skills according to state standards, allowing teachers to be more objective in their grading practices. Therefore, extra credit will not be provided. Academic grades are calculated based on a weighted scale where 80% reflects content knowledge and skills, and 20% reflects participation/citizenship. The following criteria will be used to define hard and soft skills:

Content Knowledge and Skills (80%)

- o -Tests and quizzes on knowledge and skills, state standards, and proficiencies
- o -Alternative assessments (verbal, demonstration of skills or understanding, etc.)
- o -Writing samples / inquiry labs / math problem solving (state samples)
- o -Projects (if the teacher knows it is the student's own work or when an individual student's contribution can be assessed based on their understanding of the knowledge and skills in the standards.)
- o -Summative and formative assessments

Participation / Citizenship Skills (20%)

- o -Effort in learning, respect, participation, responsibility, creativity
- o -Openers / Warm-ups
- o -Daily Work
- o -Homework
- o -Class Work
- o -Projects (when a teacher cannot be certain that it is a student's own work)
- o -Turning in grade printouts / progress reports

Reassessment

Students may be given opportunities to retake assessments that they fail in order to demonstrate proficiency, provided that they are making adequate progress toward proficiency. The assessment grade will NOT be the average of all the assessments. The highest grade for each assessment will be awarded to the student.

Missing Work / Incompletes / Make-Up Work

In order to demonstrate proficiency, students must score a 70% or better on the assessment, which is equivalent to a "C" average. "D" grades will no longer be awarded to student work. If an assessment is below a 70%, they have the opportunity to retake the assessment and get additional support from the teacher or building support services. If all, or most, assessments are failed within a grading period, a student may earn an "F". However, if a student is making adequate progress toward proficiency and utilizing resources available, they will be assigned an Incomplete and will have 10 school days to demonstrate proficiency on missing / incomplete assessments at the end of the semester. **Fourth quarter incompletes will result in failures.**

(Below is a comparison of the PBL grading scale compared to the traditional grading scale.)

Proficiency Based Learning

Grading Scale

A (Master)
B (Approaching Master)
C (Proficient)
I (Incomplete)
F

Traditional

Grading Scale

A
B
C
D
F

(Below is a graphic illustration of a blank rubric for assessing the level of knowledge and skills demonstrated by a student.)

| |
|--|
| Three Rivers School District: Standards |
|--|

| Standard: | Developing (I) | Proficient (C) | Approaching Master (B) | Master (A) |
|-----------|----------------|----------------|------------------------|------------|
| | | | | |

Student Support

A variety of support will be provided to students to help them reach a proficiency level within their classes. The following programs and opportunities are available for them to take advantage of, in order to help them be academically successful.

- Regularly scheduled academic support within the school day
- Increased academic support opportunities
- Increased intervention classes
- Extended learning opportunities / Enrichment Time / Re-take – Re-do

Elective Classes

Elective teachers will be using the PBL model; however their grades will still reflect hands-on activities, projects, participation and work ethic. Elective teachers will inform students of their grading expectations and criteria in their syllabus, which will be handed out at the beginning of each semester. While elective classes are assigned a grade, elective classes are not calculated into the student’s GPA.

GPA

GPA or Grade Point Average, is a numerical value assigned to the student’s report card for that particular grading period. Only core academic classes are calculated into this formula, while elective classes are not part of the GPA.

HOMEWORK

Homework is assigned to provide students an opportunity to practice independently what has been presented in class, to improve the learning processes, to aid in the mastery of skills and to create and stimulate interest. Whatever the task, the experience is intended to be complementary to the classroom process.

Homework must be turned in on time. It is the expectation that students will present quality work at all times and complete their homework consistently. Late work may not be accepted.

A good rule of thumb is to expect your student to do an average of 10 minutes of homework per grade every night (6th graders = 60 minutes, 7th graders = 70 minutes and 8th graders = 80 minutes). Students must be disciplined to come home every night and know this expectation. If by chance your student comes home with little or no work to do, then they should be reading a novel to make up the time. Students must be reading a minimum of 20 minutes every night, above and beyond homework requirements. **Homework can be done before or after school Monday to Thursday at Homework Help House, if your student needs assistance.**

After an absence, the student will be given three days from the day they return to turn in missing work. In cases of extended absence, (4 or more days) the student is given the number of days absent plus one extra day.

Teachers are afforded 24-hours to compile homework when requested by parents due to absences.

Teachers check their e-mail notifications at the end of the school day and will make the requested work available by the end of the next day. Parents should call the office in advance to make sure work is available before coming to the school to pick it up.

REPORTS TO STUDENTS AND PARENTS / GUARDIANS

LBMS operates on a semester calendar, with four (4) quarters. Written reports of student progress and absences shall be issued to parents / guardians at least four (4) times a year, approximately every nine (9) instructional weeks. (See TRSD annual calendar.)

When the student's performance is below average or below the expected level, special efforts will be made to contact and involve parents / guardians to help the student improve. We also encourage parents / guardians to phone the school and check PARENTVUE to stay abreast of their student's grades.

Furthermore, an academic reinforcement program may be assigned, such as Homework Help, Tutoring, or ELO-Extended Learning Opportunities. Parents / guardians will be notified of student benchmark progress as appropriate. Progress Reports sent home by teachers must be reviewed and may require signature by the parent/guardian.

III. STUDENT SERVICES AND ACTIVITIES

TRANSPORTATION

PERSONAL TRANSPORTATION

Bicycles, skateboards, roller blades, scooters or any wheeled vehicles are not to be ridden on campus. **Students using these to get to school should dismount at the edge of campus and walk them to the building.** Racks are provided outside for bikes. Students should bring a lock form home to prevent theft. Skateboards should be stored in lockers if there is room, or left in the office with permission. **The school is not responsible for lost, stolen or damaged items.**

TRANSPORTATION OF STUDENTS

The Three Rivers School District provides transportation for students attending approved schools in the district when the bus routes are approved annually. Oregon Administrative rules and Three Rivers School District rules are posted in each bus. It is the responsibility of each student, and parents / guardians of students riding the bus to know these rules and regulations. Riding the bus is a part of the students' daily school experience. Behavior that is appropriate in the classroom is also expected on the bus. Riding the bus is a privilege that is provided to our students by the Three Rivers School District. Students who do not obey these rules and regulations may be refused the privilege to ride the bus. If you have any questions about bus regulations, please call First Student Bus Company at 541-476-7733.

TRANSPORTATION RULES

All students eligible for district-approved student transportation shall receive safety instruction and a code of conduct. Violation of the code of conduct or conduct which jeopardizes the health / safety of self and/or others may result in the loss of district-approved transportation services. While riding a school bus, students will:

- Obey the driver at all times - the bus driver is the "captain of the ship" and his or her words must be obeyed;
- Not throw objects either in the bus or out of open bus windows; Students shall not open or close windows without permission of the driver;
- Not have in their possession any weapon as defined by Board policy JFCJ – Weapons in Schools;
- Not fight, wrestle or scuffle;
- Not stand up and/or move from seats while the bus is in motion;
- Not extend hands, head, feet or objects from windows or doors;
- Not possess matches or other incendiaries and concussion devices;
- Use emergency exits only as directed by the driver;
- Not damage school bus property or the personal property of others; Students shall keep the bus clean;
- Not threaten or physically harm the driver or other riders;
- Not do any disruptive activity which might cause the driver to stop in order to reestablish order; students shall converse in respectful tones and volume - loud and vulgar language is prohibited;
- Not make disrespectful or obscene statements;
- Not possess and/or use tobacco, alcohol or illegal drugs;
- Not eat or chew gum;
- Not carry glass containers or other glass objects;
- Not take onto the bus skateboards, musical instruments or other large objects which might pose safety risks or barriers to safe entry and exit from the bus;
- Accept assigned seats;
- Stay away from the bus when it is moving;
- Be at the bus stop five minutes before the scheduled pick up time (schedules will be posted on all buses);
- Follow the directions of coaches, teachers and chaperones who are responsible for maintaining order during travel;
- When necessary to cross the road, students shall cross in front of the bus or as directed by the bus driver;
- Students shall have written permission to leave the bus at a point other than at home or school. Permission slips need to be certified by a school official;
- Students shall be courteous to the driver, to other students, and to passers-by;
- Students who refuse to promptly obey the directions of the driver or other adults on the bus, or refuse to obey regulations, may forfeit their privilege to ride on the bus.

DISCIPLINARY PROCEDURES FOR VIOLATIONS OF TRANSPORTATION RULES

For all bus incidents that carry consequences, the student is issued a written citation to take to parents, and every effort is made by the school to contact parents prior to the suspension taking effect. Bus suspensions do not begin until the day following the issuance of the citation. A student cannot ride any bus during the term of a bus suspension. Bus citations issued to middle school students may result in the following:

First Citation

- The driver verbally restates behavior expectations and issues a warning citation. The driver may assign the student to a particular seat.

Second Citation

- The student may be suspended for a specified number of days from the bus until a conference arranged by a building administrator has been held with the student, parent/guardian and, in some cases, the driver. In-school consequences may be assigned.

Third Citation

- The student may receive a 5 to 10 day bus suspension and will not be able to ride the bus until a conference has been held with the student, parent/guardian, driver and the principal. Further violations of bus regulations will be considered a severe violation.

Severe Violations

- Any severe violation may result in the immediate bus suspension of the student for a minimum of 10 days and up to a one year bus expulsion. There will be a hearing at this time involving the student, the bus driver, the parent/guardian, and the principal.

In-school consequences may be given in lieu or in addition to the consequences outlined above. For more information, see **CONSEQUENCES USED AT LORNA BYRNE MIDDLE SCHOOL**.

Suspension at any time shall be defined as exclusion from use of all district provided transportation for any school function for up to as many as 10 days.

Expulsion means any disciplinary removal beyond 10 school days up to one calendar year. Expulsion from bus privileges will utilize the same process as stated in TRSD's Expulsion Policy JGE.

Disciplinary sanctions and changes in transportation for a student with a disability shall be made in accordance with the provisions of the student's Individualized Education Program (IEP) for students considered disabled under IDEA or the individually designed program for students considered disabled under Section 504 and in accordance with Board adopted policies and procedures governing the discipline of disabled students.

BUS PASSES

Students who wish to ride the bus to or from school with a friend must have a valid bus pass, issued from the school office. Students must have signed permission notes from adults from both parties, and turn them into the office before school. You must then pick up your bus pass at the office before getting on the bus. Parents and students need to make arrangements before 1:30 pm .

COUNSELING

Administrators, teachers and our school counselor are available to assist students with the day-to-day issues of school. In cases where students may benefit from counseling, LBMS will contact parents / guardians to discuss setting up an appointment with our counselor. If you believe counseling is appropriate, please contact the office.

CONFERENCES

Regular conferences are typically scheduled each semester to review student progress. Students and parents / guardians may also expect teachers to request a conference:

- if the student is not maintaining passing grades or achieving the expected level of performance,
- if the student is not maintaining behavior expectations, or
- in any other case the teacher considers necessary.

First semester conferences will be teacher-directed, and parents/guardians may visit with all teachers during this time to gain insight as to how their student(s) is doing in school. Students have the chance to present the school work of which they are most proud, to discuss the goals they set forth and whether or not these goals have been reached during the school year, and to show other projects they have completed. Each student conducts their conference with their Home Base teacher present.

We encourage parents not to rely only on conferences - middle school students need attention and care in order to be successful in school. We know from research and practical experience that parents/guardians who are involved at school enjoy the fruits of their labor in the form of better student behavior, academic performance, and attendance.

We encourage students and parents / guardians in need of additional information or with questions or concerns to **confer with the appropriate teacher or an administrator**. A parent/guardian who wishes to confer with a teacher may call the office for an appointment. Teachers and parents / guardians can request a staffing to discuss student issues with that child's team, in cases where communications with individual teachers have proven ineffective, and a more involved intervention is in order. Staffings are set up based upon teacher availability, and are traditionally scheduled at 8:20 am.

EXTRA-CURRICULAR ACTIVITIES

All students, regardless of their ability levels, are encouraged to take part in extracurricular activities. There are many worthwhile learning experiences in student government, student clubs, organizations, athletics and other activities. Most students who participate in extracurricular activities are more successful academically when doing so. Interested students should contact the office for information. Traditionally, LBMS offers football, basketball, wrestling, and track and field for boys, and volleyball, basketball, wrestling, and track and field for girls. Sixth grade students may participate in wrestling and track and field, and may be able to participate in volleyball and basketball if players are needed. The TRSD Athletics Handbook (available in the office) more completely explains additional policies and expectations for participants in extracurricular activities.

CLUBS AND ORGANIZATIONS

Advisors and coaches of student clubs and performing groups such as the band, choir, and athletic teams may establish rules of conduct and consequences for misconduct that are stricter than those for students in general. If a violation is also a violation of the Student Code of Conduct, the consequences specified by the district may apply in addition to any consequences specified by the organization.

GIFTS FOR STUDENTS

Gifts delivered to students at school should be brought to the office. A pass will be sent for the student to come and see their gift at lunch time. Students cannot take the gifts to their classes. Students will sign out their gift the last period of the day from the office.

Balloons are not allowed on buses for safety reasons. If balloons are delivered to the school, the parent/guardian will be expected to find transportation home at the end of the day for the balloons.

MCKINNEY VENTO ACT (HOMELESS YOUTH)

School aged children and youth who lack a fixed, regular, and adequate nighttime residence, including but not limited to, sharing housing with other persons due to loss of housing, living in motels, cars, campgrounds, abandoned buildings or transitional shelters are considered homeless and qualify under the McKinney Vento Act. Three Rivers School District offers resources to homeless students including the following: advocacy, school/clothing/hygiene supplies, food assistance, mentoring, access to healthcare, student fee assistance, sports fee waivers, and referral services for case management and

shelter/housing options. We have family advocates at each school for assistance. If we can't provide what your student needs, we can refer you to a local community service that may be able to help. For further information and a list of community resources, go to the Three Rivers District Website (www.threerivers.k12.or.us) under the Departments Tab on the Homeless Youth page.

SPIRIT ACTIVITIES

SPIRIT activities are scheduled periodically throughout the year as part of our Positive Behavioral Interventions and Supports (PBIS) to honor our students who consistently show commitment to school success. These activities are held during the school day, in lieu of regular classes, and may involve traveling off-campus by bus. Good citizenship and good academic effort must be maintained to be eligible to participate. **Specific behavior criteria include, but are not limited to: office referrals, behavioral after school detentions, bus citations resulting in a suspension from the bus, or having less than five (3) lunch detentions during the period of time since the last activity. Academic qualification for Spirit activities: Students with all passing grades automatically qualify for participation. Students who complete their work and turn it in on time, and do their personal best in class, may meet the academic criteria if the teacher of any course they are not passing vouches for them. The teachers' grade book records of assignments completed and effort will determine academic eligibility.** Students are responsible to their parents / guardians and themselves for tracking their own eligibility during the SPIRIT period. The office will prepare and distribute to teachers a list of eligible students prior to the scheduled activity. Behavior issues that arise after the list is prepared and before the day of the SPIRIT activity takes place may make the student ineligible for that activity.

AWARDS AND HONORS

Students can gain recognition and win awards and honors at LBMS. These awards and honors include:

- **Student of the Month** – students are recognized for scholarship and good behavior each month
- **Accelerated Reader Awards** – students who excel in reading can be recognized by passing Accelerated Reader tests throughout the school year
- **8th grade Moving Up Awards** – students who demonstrate excellence in Math, Science, Art, Geography, Music, Language Arts, and Athletics are recognized during the LBMS Moving Up Ceremony
- **EPIC Awards** - Awards for core values
- **Crew Awards** - Using a house system, they show leadership within their house
- **Character Strong** - SEL leadership awards
- **National Junior Honor Society** - Recognition for academic achievements

LBMS SCHOOL POLICIES AND EXPECTATIONS

LORNA BYRNE MIDDLE SCHOOL PRACTICE “Positive Behavioral Interventions & Supports”

Positive Behavioral Interventions and Supports (PBIS) is a systematic behavioral program that promotes the teaching of behavioral expectations to all students as well as the creating a systematic and consistent approach to classroom expectations and disciplinary consequences throughout the school. As students display proper behavior they will be recognized and rewarded in a variety of ways throughout the school year.

The core values promoted by PBIS at Lorna Byrne Middle School are for all students and staff to “Be Better, Be Different, and Be EPIC.” To be EPIC means to achieve EXCELLENCE, show PERSEVERANCE, INTEGRITY, and COMPASSION at all times, in all settings. Student discipline and consequences are a natural part of the learning and maturation process. However, it is our belief that students must have expectations defined and limitations / boundaries clearly identified and clarified before students can assume responsibility for upholding those expectations. See EPIC core value expectations below:

E P I C

| EXCELLENCE | PERSEVERANCE | INTEGRITY | COMPASSION |
|--|--|---|---|
| <i>Be YOUR best!</i> | <i>Carpe Diem. You only live today once, so don't waste it.</i> | <i>Show respect at all times.</i> | <i>Encourage and praise others.</i> |
| <i>Be organized, efficient, and on task.</i> | <i>Accept that you are going to make mistakes.</i> | <i>Be honest.</i> | <i>Show great sportsmanship.</i> |
| <i>Be where you are supposed to be, when you are supposed to be there are.</i> | <i>Be positive and enjoy life. Some things just aren't worth getting upset over.</i> | <i>Make eye contact.</i> | <i>Say please, thank you, may I, and excuse me.</i> |
| <i>Pick up after yourself and others.</i> | <i>Turn in assignments on time.</i> | <i>Introduce yourself.</i> | <i>Hold the door for others.</i> |
| <i>Be prepared</i> | <i>Follow along in class.</i> | <i>Perform random acts of kindness.</i> | <i>Doing something considerate for someone.</i> |

Our system allows for front loading the understanding of these expectations through teaching the standards and then individually and globally applying positive reinforcement for acts that model appropriate behavior. If discipline results from student action, we utilize a progressive discipline system that incorporates behavioral assessment to identify issues and teach the student appropriate actions / choices.

DISCIPLINE AND DUE PROCESS

A student who violates the **Student Code of Conduct** shall be subject to disciplinary action. A student's due process rights will be observed in all such instances, including the right to appeal the discipline decisions of staff and administrators.

The district's disciplinary options include using one or more discipline management technique including counseling by teachers, counselors and administrators; detention, suspension, expulsion and loss of right to apply for driving privileges, loss of privileges, honors and awards and removal to an alternative education program. Disciplinary measures are applied depending on the nature of the offense. The age and past pattern of behavior of a student will be considered prior to any suspension or expulsion. This may include any school sponsored event.

In addition, when a student commits substance abuse, drug or drug paraphernalia, alcohol and/or tobacco-related offenses or any other criminal act, he/she may also be referred to law enforcement officials. Violations of the district's weapons policy, as required by law, shall be reported to law enforcement.

OUT-OF-SCHOOL CONDUCT

Students whose actions violate any of the Student Code of Conduct provisions in a setting outside of school are also subject to disciplinary action, up to and including expulsion, if their actions can reasonably be anticipated to substantially disrupt or materially interfere with the operation of the schools or to intrude upon the rights of other students.

(Related additional documents available on the TRSD website: TRSD Student Rights and Responsibilities K-12 2014-15; Discipline Matrix 2014-15)

STUDENT RIGHTS AND RESPONSIBILITIES

Students are responsible for conducting themselves properly, in accordance with the policies of the Three Rivers School District and the lawful direction of staff. The district has the responsibility to afford students certain rights as guaranteed under federal and state constitutions and statutes. Among these student rights and responsibilities are the following:

1. Civil rights - including the rights to equal educational opportunity and freedom from discrimination, the responsibility not to discriminate against others;
2. The right to attend free public schools, the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school;
3. The right to due process of law with respect to suspension, expulsion and decisions that the student believes injure his/her rights;
4. The right to free inquiry and expression, the responsibility to observe reasonable rules regarding these rights;
5. The right to assemble informally, the responsibility to not disrupt the orderly operation of the educational process, nor infringe upon the rights of others;
6. The right to privacy, which includes privacy in respect to the student's education records;
7. The right to know the behavior standards expected the responsibility to know the consequences of misbehavior.

STUDENT CODE OF CONDUCT

The district has authority and control over a student at school during the regular school day, at any school-related activity, regardless of time or location and while being transported in district-provided transportation.

The standards outlined below are the minimum standards adopted by the Board of Directors of Three Rivers School District to ensure that all students are educated in a safe and respectful environment. **Failure to meet these reasonable standards will result in discipline. Discipline ranges from detention and suspension to expulsion.**

The administrator may utilize discretion when making the final decision regarding discipline. Students may be subject to discipline including detention, suspension, expulsion, and/or referral to law enforcement officials. **In all cases when the law is violated the student will also be referred to law enforcement officials.**

Students will be subject to discipline including detention, suspension, expulsion, loss of awards, honors and/or referral to law enforcement officials for the following, including but not limited to:

1. Bringing, possessing, concealing or using a weapon, to or on school property or at an activity under the jurisdiction of the school or at an interscholastic activity administered by a voluntary organization approved by the State Board of Education under ORS 339.430;
2. Substance abuse or any possession or use of tobacco, alcohol or unlawful drugs, including drug paraphernalia;
3. Assault or menacing of a district employee or another student. Menacing means by word or conduct the student intentionally attempts to place a district employee or another student in fear of imminent serious physical injury;
4. Use of threats, intimidation, harassment or coercion against any fellow student or district employee;
5. Willful damage or destruction of district property;
6. Willful damage or destruction of private property on district premises or during district activities;
7. Open defiance of a teacher's authority;
8. Theft;
9. Use or display of profane or obscene language; the use of the F-word is cause for immediate home suspension;
10. Violations of district transportation rules;

11. Hazing;
12. Persistent failure to comply with rules under the lawful directions of staff or district officials;
13. Disruption of the school environment;
14. Leaving school grounds or school-sponsored events without permission;
15. Committing extortion, coercion, or blackmail, that is, obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of or threat of force;
16. Name-calling, ethnic or racial slurs or derogatory statements that may create a hostile environment for an individual student or disrupt the school environment or incite violence;
17. Inappropriate physical or sexual contact disruptive to other students or school environment;
18. Offensive conduct of a sexual nature, whether verbal or physical, which may include request for sexual favors or other intimidating sexual conduct, directed toward another student;
19. Cheating;
20. Possession of a paging device, including cellular telephones.

*Under state and federal law, expulsion from school is required for a period of not less than one year for any student who is determined to have brought a weapon to school. The superintendent may modify the expulsion requirement for a student on a case-by case basis. Additionally, in accordance with Oregon law, any person who intentionally possesses a firearm or other dangerous weapon in or on district property or recklessly discharges a firearm in school is subject to criminal prosecution, a maximum five (5) years imprisonment, \$100,000 fine and forfeiture of firearm and/or other dangerous weapons or both. Any person 13 to 17 years of age convicted of intentionally possessing a firearm in a public building is subject to denial of driving privileges for 90 days.

Dangerous weapon is defined in Oregon law as any weapon, device, instrument, material or substance that, under the circumstance in which it is used, attempted to be used or threatened to be used, is readily capable of causing death or serious injury.

Deadly weapon is defined as any instrument, article or substance specifically designed for and presently capable of causing death or serious physical injury.

Firearm is defined in federal law as any weapon (including a starter gun) that will or is designed to or may readily be converted to expel a projectile by the action of an explosive. This includes the frame or receiver of any such weapon, firearm, muffler or silencer or any other destructive device such as explosives, incendiary, poison gas, bomb or other such devices.

**In accordance with Oregon law, any person under age 18 possessing a tobacco product is subject to a fine up to \$100. Any person who distributes, sells or causes to be sold, tobacco in any form or a tobacco burning device, to a person under 18 years of age is subject to a fine of not less than \$100 and up to \$500. An unlawful drug is any drug not prescribed by a licensed medical practitioner. Unlawful delivery of a controlled substance to a student or minor within 1,000 feet of district property is a Class A felony. Punishment is a maximum of 20 years of imprisonment, \$100,000 fine or both.

***In accordance with Oregon law, the superintendent may request that the driving privileges of the student or the right to apply for driving privileges be suspended for no more than one year for any student who has been expelled for bringing a weapon to school or suspended or expelled at least twice for assaulting or menacing a district employee or another student, for willful damage or injury to district property or for use of threats, intimidation, harassment or coercion against a district employee or another student.

A second such request for subsequent violation may result in suspension of the right to apply for driving privileges until the student is age 21. A meeting with the parent or guardian will be held prior to submitting such request to the Department of Transportation. A student may appeal district decisions regarding driving privileges under established due process procedures for suspensions and expulsions.

STUDENT MISCONDUCT: What to Expect

Parents / guardians can expect that their students will be disciplined for conduct which violates district, school, and/or classroom policies. We expect that staff, parents / guardians and students will work as a team to help our students build a strong foundation for their futures.

PARENT/GUARDIAN CONCERNS: Steps to Take

If classroom concerns or disciplinary issues arise involving your student, we strongly encourage you to contact the appropriate teacher / staff member. This will serve to open lines of communication - open and honest communication are key to problem solving.

WRITING ON SELF OR OTHERS

Students may not use pen, pencil, or any other writing utensil to write upon themselves or others, nor may students write upon their clothing or others' clothing. It is disruptive when students write upon themselves or others, and when students write upon their clothing or others' clothing; therefore such activities are prohibited at LBMS. Violations may result in disciplinary consequences. Repeated violations may be regarded as defiance of authority.

Specialty purchased drinks in the building- on occasion students will have purchased special coffee or other drinks prior to the start of school. Those drinks must be consumed prior to entering the school. They may not be brought into the school for consumption.

ENERGY DRINKS/ SOFT DRINKS

Energy drinks and soft drinks of any kind (drinks containing high levels of caffeine or sugar) are not permitted on campus. Students may be asked to allow a staff member to examine their drink containers to ensure compliance. In cases where the drink is not allowable, the drink, if unopened, will be confiscated and stored in the office for the student to pick up after school. Opened containers will be discarded. Repeated offenses may be considered as defiance of authority.

WATER BOTTLES

Students at LBMS are allowed to have water bottles at school for their personal use. Water bottles are to be clear and plastic.

SELF-INJURY AND INJURY TO OTHERS

Students may not purposely cut, purposely burn themselves or others, nor purposely harm themselves or others in anyway at LBMS. Violations may result in disciplinary consequences. Parents / guardians will be phoned. Repeated violations may be regarded as defiance of authority.

WEAPONS POLICY

Under state and federal law, expulsion from school is required for a period of not less than one year for any student who is determined to have brought a weapon to school. The superintendent may modify the expulsion requirement for a student on a case-by-case basis. Additionally, in accordance with Oregon law, any person who intentionally possesses a firearm or other dangerous weapon in or on district property or recklessly discharges a firearm in school is subject to criminal prosecution, a maximum five (5) years imprisonment, \$100,000 fine and forfeiture of firearm and/or other dangerous weapons or both. Any person 13 to 17 years of age convicted of intentionally possessing a firearm in a public building is subject to denial of driving privileges for 90 days.

Dangerous weapon is defined in Oregon law as any weapon, device, instrument, material or substance that, under the circumstances in which it is used, attempted to be used, or threatened to be used, is readily capable of causing death or serious injury.

Deadly weapon is defined as any instrument, article or substance specifically designed for and presently capable of causing death or serious physical injury.

Firearm is defined in federal law as any weapon (including a starter gun) that will or is designed to or may readily be converted to expel a projectile by the action of an explosive. This includes the frame or receiver of any such weapon, firearm, muffler or silencer or any other destructive device such as explosives, incendiary, poison gas, bomb or other such devices.

ILLEGAL SUBSTANCE POLICY

An unlawful drug is any drug not prescribed by a licensed medical practitioner. Unlawful delivery of a controlled substance to a student or minor within 1,000 feet of district property is a Class A felony. Punishment is a maximum of 20 years of imprisonment, \$100,000 fine or both. Possession of any amount of illegal substance within 1,000 feet of a public school is a misdemeanor.

In accordance with Oregon law, any person under age 18 possessing a tobacco product is subject to a fine up to \$100. Any person who distributes, sells or causes to be sold tobacco in any form or a tobacco burning device, to a person under 18 years of age is subject to a fine of not less than \$100 and up to \$500.

THREATS

Stating or writing to anyone on campus anything that threatens harm may fall under major harassment. Credible Death Threats either verbal or written to another person may lead to expulsion. In accordance with Oregon law, the superintendent may request that the driving privileges of the student or the right to apply for driving privileges be suspended for no more than one year for any student who has been expelled for bringing a weapon to school or suspended or expelled at least twice for assaulting or menacing a district employee or another student, for willful damage or injury to district property or for use of threats, intimidation, harassment or coercion against a district employee or another student.

A second such request for subsequent violation may result in suspension of the right to apply for driving privileges until the student is age 21. A meeting with the parent or guardian will be held prior to submitting such request to the Department of Transportation. A student may appeal district decisions regarding driving privileges under established due process procedures for suspensions and expulsions.

GANGS

The presence of gangs and the violent activities and drug abuse that often accompany gang involvement can cause a substantial disruption of school, district activities and a student's ability to meet academic standards.

A gang is defined as any group that identifies itself through the use of a name, unique appearance or language, including hand signs, the claiming of geographical territory or the espousing of a distinctive belief system that frequently results in criminal activity.

In its effort to reduce gang involvement, the district encourages students to become involved with district sponsored clubs, organizations and athletics and to discuss with staff and district officials the negative consequences of gang involvement and to seek the assistance of school staff for additional guidance, and district and community resources that offer support to students and alternatives to gang involvement.

No student on or about district property or at any district activity shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge or any other such symbol evidencing gang membership or affiliation.

No student shall:

- use any speech, either verbal or non-verbal (gestures, handshakes, etc.) signifying gang membership or affiliation; nor
- solicit other students for membership in any gang, nor commit any other illegal act or other violation of district policies.

Students in violation of the district's gang policy will be subject to discipline in accordance with the district's Student Code of Conduct.

CONSEQUENCES USED AT LORNA BYRNE MIDDLE SCHOOL

Compensation / Restitution – Some behavior issues are best addressed with natural consequences that give the student the opportunity to “make it right.” For example, students who splash water unnecessarily on a restroom floor may be asked to assist in cleaning up.

Lunch Detention – Lunch detention is typically assigned by a teacher for minor misconduct that continues after redirection. Students report immediately at lunch to the Detention Room. Lunch will be served to those students in the Detention Room – students will have limited choices for lunch (vegetarian available). Students will quietly remain in detention throughout the lunch period, and are expected to bring a book to read or school work upon which they can work. Failure to do so may result in an additional detention. Copy work such as the student handbook may be given to students who have not brought schoolwork to keep them occupied.

Students that skip lunch detention will receive an additional lunch detention. Skipping more than once may be considered Defiance of Authority. Any student receiving excessive detentions in a trimester will be given an Office of the Principal Referral resulting in an After School Detention. Multiple referrals for excessive detentions may result in out-of-school suspension. parent/guardian contact is made if more than three lunch detentions are assigned in a quarter.

After School Detention – Assigned for excessive detentions (more than five (4) per grading period) or a referral written by a guest teacher in the building. Students will be kept after school in a quiet location where they will work on homework or assignments provided by the supervisor as needed. In some instances the group as a whole will police the campus of litter. Parents will be asked if this is an option for their student. They will be released to ride the activity bus or be picked up by parents/guardians. parent/guardian will be informed with notice of not less than a day that their child will be kept after school.

In-School Suspension – Assigned with a major referral as an alternative to out-of-school suspension in instances where the student can reasonably be expected to stay on task the entire day. Students spend the day in our suspension room (Ed Lab), supervised by a staff member who provides assistance on work as needed. Students receive their regular assignments from their classes, and must remain engaged in their work the entire day. Completed work is collected and returned to the teacher. In some instances the group as a whole will police the campus of litter. Parents will be asked if this is an option for their student.

Students suspended in school lose the privilege of the right to participate in after school activities which are not required by a classroom teacher as part of students' grades. (Band is a typical example, where attendance to or absence from a concert directly impacts students' grades in that class.) Such activities include after school club activity, athletics events as participant or observer, rehearsal for or showing of a musical or theatrical production, etc. **If a student fails to successfully complete and In-school suspension in the Ed Lab, parents / guardians are contacted to pick up the student immediately, and he/she is suspended from school.**

Out-of-School Suspension – Certain situations warrant temporarily removing a student from the school environment. Suspensions are assigned by an administrator following an Office of the Principal Referral, not to exceed ten (10) days. Parents / guardians are notified by telephone the day the suspension is assigned, if possible, and a conference is arranged to discuss the procedures to be followed by the student for reinstatement. The student takes home a written description of the behavior, and the action taken by the school.

There are some behavior issues that are always addressed with suspension. Some examples are: use, possession, or distribution of tobacco; use, possession or distribution of an illegal substance or alcohol; offensive language directed at a staff member; threats or fighting. instigating a fight, recording a fight on a device, or posting a fight recorded at school online. In addition, when a student commits substance abuse, drug or drug paraphernalia, alcohol and/or tobacco related offenses or any other criminal act, he/she will also be referred to law enforcement.

Students suspended out-of-school lose the privilege of the right to participate in after school activities which are not required by a classroom teacher as part of students grades. (Band is a typical example, where attendance to or absence from a concert directly impacts students' grades in that class.) Such activities include after school club activity, athletics events as participant or observer, rehearsal for or showing of a musical or theatrical production, etc. **If a student fails to successfully complete and In-school suspension in the Ed Lab, parents / guardians are contacted to pick up the student immediately, and he/she is suspended from school.**

Behavior Agreement – In cases where students have repeated incidents of misbehavior, a student may be placed on a behavior agreement. Behavior Contracts will include provisions for student behavior, and may also include stipulations surrounding both academic performance and regular attendance. Contracts will provide a student to earn rewards for appropriate behavior, and negative consequences for continuing misbehavior. Violation of the contract may lead to further discipline, up to and including further suspension or expulsion.

Expulsion – Expulsions are determined by the District Hearings Officer, upon recommendation of the principal, for offenses outlined in this handbook and in the TRSD Student Rights and Responsibilities Handbook. Expulsion denies the student attendance at Lorna Byrne for up to one full year. Expulsions are transferable to other school districts as well. The student is suspended for ten (10) days pending investigation and recommendation for possible expulsion.

Parents / guardians are informed of their rights to a hearing with the hearing officer before a decision is made. Following the hearing, or if the parent/guardian waives their right to a hearing, the hearings officer decides whether to expel, and determines an alternative placement for the student's continued education. Parents / guardians have the right to request a review of the decision by the Board of Directors.

See also: The TRSD Discipline Matrix, developed at the District Office in consultation with building administrators. The matrix lists guidelines for disciplinary consequences for major incidents and is enforced throughout the district. The matrix is available on the TRSD website. All student behavior consequences are confidential and cannot be shared by school personnel. LBMS uses the Elementary Matrix for 5th grade, and the Secondary Matrix for grades 6-8.

SEARCHES AND INVESTIGATIONS

District officials may search the student, his/her personal property and property assigned by the district for the student's use at any time on district property or when the student is under the jurisdiction of the school. Such searches will be conducted only when there is **reasonable suspicion** to believe evidence of a violation of a law,

District officials may also search when they have reasonable information that emergency or dangerous circumstances exist. Board policy, administrative regulations or school rules regarding searches, confiscation of

property and investigations apply at all times. A reasonable effort will be made to notify the parent/guardian of the circumstances surrounding the search of a student, unless prohibited by law enforcement or Oregon Child Protective Services.

Searches will not be excessively intrusive in light of the age, sex, and maturity of the student and nature of the infraction. The district prohibits strip searches by any employee.

District-owned storage areas assigned for student use, such as lockers and desks may be routinely inspected at any time. Such inspections may be conducted to ensure maintenance of proper sanitation, to check mechanical conditions and safety and to reclaim overdue library books, texts or other instructional materials, property or equipment belonging to the district. The student may be permitted to be present during the inspection at the discretion of the administrator.

Items found which are evidence of a violation of law, policy, regulation or the Student Code of Conduct may be seized and/or turned over to law enforcement or returned to its rightful owner as appropriate.

See TRSD board policies JFG and JFG-R for more information.

VIDEO SURVEILLANCE

Both Lorna Byrne Middle School and the Buses used by First Student are protected by video cameras. Your student is video taped throughout the day.

Questioning / Law Enforcement agencies

Should law enforcement officials find it necessary to question students during the school day or during periods of extra-curricular activities, an administrator will be present when possible. The administrator will make a reasonable effort to notify the parent/guardian of the situation unless directed otherwise by the law enforcement official. If a parent/guardian cannot be reached, the administrator may grant permission for the questioning. Student will be provided with the district policy (TRSD KN) regarding police contact at the school. Law enforcement officials will fill out a contact form which will be kept on file at the office.

Parents / guardians are advised that in suspected child abuse cases, officials from the Oregon Department of Human Services, and/or law enforcement officials, may exclude district personnel from the investigation procedures and may prohibit district personnel from contacting parents / guardians. (See TRSD Board Policy KN for more details.)

COOPERATING WITH SCHOOL OFFICIALS – Incident Investigations

LBMS expects all students to cooperate when questioned as part of an incident investigation to help keep our school safe and secure. It is expected that students will offer accurate information to LBMS staff members during incident investigations. Note that consequences will be given for providing false or misleading information as per district disciplinary guidelines.

STUDENT / PARENT COMPLAINTS

District Personnel Complaints

A student or parent/guardian who has a complaint concerning a classroom or teacher issue should first bring the matter to the appropriate teacher. If the outcome is not satisfactory, a conference with the principal can be requested within five calendar days following the conference with the teacher. If the outcome of this conference is not satisfactory, the student or parent/guardian may file a written, signed complaint with the superintendent. Contact a school administrator for additional information, forms and procedures.

Students with Sexual Harassment Complaints

Sexual harassment by staff and students is strictly prohibited in the Three Rivers School District. District includes district facilities, district premises and non-district property if the student or employee is at any

district-sponsored, district-approved or district-related activity or function, such as field trips or athletic events where students are under the control of the district or where the employee is engaged in district business.

Building principals, the compliance officer, and the superintendent have responsibility for investigations concerning sexual harassment. All complaints shall be investigated. The investigator shall be a neutral party having had no involvement in the complaint presented.

Any student or staff member who believes that they have been the victim of bullying or harassment in any way should report in the school office as soon as possible.

INCIDENT REPORTS

Hazing, Harassment, Intimidation, Bullying, or Menacing by students, staff, or third parties is strictly prohibited and shall not be tolerated at Lorna Byrne Middle School. Students whose behavior is found to be in violation of this policy may be subject to discipline, up to and including expulsion.

Any student who believes that they have been victimized in any way should report the incident to the LBMS office as soon as possible by confidentially telling an adult your concern, by filling out an LBMS Conflict Report and, if requested, waiting for assistance from an administrator.

If any student is physically harmed or threatened at school, he or she should report the incident to an adult teacher, administrator, classroom assistant, etc.) immediately. Parents / guardians are encouraged to be proactive by reporting incidents to the school.

Student reports are handled by either the Student Advocate (incidences of social conflict not relating to bullying, harassment, etc.) or LBMS Administration (more serious complaints and allegations). All student conflicts will attempt to be resolved at the lowest possible level.

SUPERVISION / CLOSED CAMPUS

Adult supervision is provided to students during regular school hours (7:45 am – 3:35 pm), while traveling in district-provided vehicles to and from school, and while engaged in district-sponsored activities. The middle school operates under a closed campus policy as established by the Three Rivers School Board. A closed campus means students must prearrange any absence during the day. In an emergency, permission to leave campus may be granted by an administrator if a parent or guardian can be contacted. **Students participating in an after school activity may NOT leave campus. Students who plan to attend athletic conferences as observers must leave campus, as there is no supervision for students from 3:35 pm and game time. Parents /guardians should accompany middle school aged students to after school activities.**

Students should not arrive at school until 8:30 am, when breakfast is served, unless participating in **Homework Help House or going to the gymnasium**, both of which begin at 7:50 am.. There is no adult supervision on campus and the building is not accessible to students until the buses arrive on campus. The hallways will be opened 10 minutes before the warning bell rings. Students may not leave campus after arriving in the morning. **Homework Help House** is available based on availability of funds and staff. Parents / guardians will be notified of times and days when their child can attend a session for extra help either before or after school.

FREE / LESS STRUCTURED TIME EXPECTATIONS

In the hallways, outside in corridors, or near the school building, the following apply:

- Only walk, no running.
- Use inside voices, no yelling.
- Respectful talk, no put downs or name-calling.
- Hands, feet and objects to yourself, no horseplay or play fighting. (Horseplay is defined as playful

physical interaction between students, and usually sounds like “just messing around”, or “we were just playing” or “just kidding”.)

In a crowded school environment, horseplay can quickly escalate to a safety problem. In many cases, horseplay turns into anger-fueled conflict. Violations of unstructured time expectations may result in disciplinary action, from warnings to detention time assigned, or more serious consequences, depending upon the incident.

The hallways, between the buildings and behind the school are off-limits during all unstructured times. All classroom wings are closed until 8:50 am.

Students are expected to stay in supervised areas. Students should “seek supervision” and will be held responsible for loitering in an area in which there are no adults.

DRESS AND GROOMING

The district's dress code is established to promote appropriate grooming and hygiene, prevent disruption and avoid safety hazards. Bizarre or immodest dress and grooming shall not be permitted to disrupt the teaching / learning process. Repeated violations of the dress code are cause for discipline consequences.

- We ask that students not wear wallet chains, **large jewelry such as chains, or long belts** to school. This eliminates the disruption caused by others playing with these items.
- **Clothing whose message promotes illegal or unhealthy behavior can be disruptive and should not be worn at school.** Examples include alcohol and cigarette advertisements on tee shirts, pro-drug use messages, and patently offensive messages, whether sexual in nature or otherwise demeaning to a segment of the population.
- For warmer climate seasons, undergarments are private and should never be exposed to view. Tank tops must be cut close to the underarms to not expose undergarments. To address this concern, we will ask the student to go to the office to discuss their clothing. If a change of clothing is determined to be necessary, we will ask students to change into other clothing the student may have at school, or into clothing the school has to borrow. Students also have the option to call parents or guardians for a change of clothes, but will be expected to change into borrowed clothing and go to class to minimize disruption of student learning. If parents or guardians bring in other clothing, the office will call the student so a change of clothing can happen. In the case of “sagging”, students will be required to keep the pants pulled up, and may be required to wear a belt. **The expectation is that the student will respectfully comply and not require any further instruction.** If the student continues to violate these restrictions, a parent/guardian may be called to assist, and the student will not be returned to their regular scheduled classes until compliance can be assured. Under certain circumstances, an item of clothing may be held for a reasonable time for the parent/guardian to pick up. A consistent failure to comply with the dress code may be treated as Defiance of Authority.
- Under no circumstances will an exception be made for dress or grooming that displays gang symbols, purports hatred of, or in any way disparages any part of, the population, uses profanity or displays products or slogans that promote weapons, tobacco, alcohol, drugs or sex.

Each year a handful of students end up at school inappropriately dressed or make a mistake in judgment with respect to other rules violations: these students may lose extra privileges. Please guide

your student to steer clear of behavior referrals and dress code issues to ensure an enjoyable year and well-deserved rewards. Please check their attire as they leave home in the morning.

Students who represent the school in a voluntary activity may be required to meet additional dress and grooming standards approved by the principal or athletic director, and may be denied the opportunity to participate if those standards are not met.

COMPUTER INTERNET / NETWORK USE

Students are expected to use responsible behavior on the school network just as they are in a classroom. Communications on the network are often public in nature. School rules for behavior and communications apply. Access to network services will be provided as available to students who agree to act in a considerate and responsible manner. Violations of the computer use agreement will result in After School Detention, and may, ultimately, result in access privileges being revoked and more serious disciplinary action and/or appropriate legal action taken, depending upon the nature of the infraction.

STUDENT INTERNET RESPONSIBILITIES

The use of a student account must be in support of their education at Lorna Byrne Middle School and consistent with the educational objectives of the Three Rivers School District. While exercising their privilege to use the Internet as an educational resource, students shall also monitor and accept the responsibility for all material received.

Student users have the responsibility to keep all pornographic material, inappropriate text files, or files dangerous to the integrity of the network from entering the school via the Internet, and to report all violations.

Threats or harassment toward other students or staff that originates off campus, on personal computers, but becomes an issue at school, will be treated as disruption of the educational process and disciplined according to the district discipline matrix.

Users are expected to abide by the generally accepted rules of network etiquette, which include the following actions which are NOT permitted:

1. Damaging computers, servers, or files.
2. Tampering with defaults, settings, login scripts, background, screensavers, desktops, or files.
3. Trespassing (hacking) into others' folders, files, Internet sites, or violating others' privacy.
4. Bringing CD's, DVD's, "jump" drives, earbuds, or any other personal equipment and/or hardware with the intention of using them without written permission on district-owned computers.
5. Knowingly spreading computer viruses.
6. Using obscene language for file names when saving documents.
7. Accessing personal email.
8. Accessing the Internet without permission of the supervisor.
9. Accessing sites that contain objectionable information / images such as nudity or near nudity, sexual content, violence, plus anything that would not be acceptable as educational material in the classroom.
10. Harassing, insulting, or attacking others in messages.
11. Using the network for illegal activities.

12. Using the network for promoting the use of tobacco, alcohol, or other drugs.
13. Violating copyright laws.
14. Use of chat lines.
15. Downloading music, playing games, accessing game sites, or printing game instructions without express permission from the teacher in the room.
16. Accessing or viewing any video or movie unless specifically assigned by an educator.
17. Printing without sharing with a teacher. Printing is allowed only for educational purposes and with teacher permission. When printing from the Internet, items should first be copied and pasted into a Google document and not printed directly from the Internet.
18. **Sharing Passwords**, using the account of another person, or letting another person log in under your name. (**REMEMBER:** You are responsible for what is on your account.)
19. Adding hardware or software to individual computers.
20. Adding hardware or software to the network.
21. Damaging or altering any hardware on school-owned equipment.
22. Accessing and/or responding to “classifieds” on the Internet such as “surveys” or “pop-ups”.

Note to Parents / Guardians:

We have attempted to list as many instances we can think of that are either not allowed or considered inappropriate for student use of school computers and the Internet. We cannot specifically list every possibility. **The expectation is – if the student’s activity is not authorized by the teacher or any adult, it is not appropriate.** Any misconduct related to use of school computers and/or the Internet will be reviewed by the administration and may result in suspension from use of school technology equipment as well as detention, suspension and/or expulsion, depending upon the severity of the incident.

Note: A separate document regarding the district technology policies is issued to each student at the beginning of the school year. Both student and parent/guardian must sign the permission sheet and return it to the school office to get computer passwords and access to building technology.

DANCES AND SOCIAL EVENTS

Dances and other extra-curricular activities are privileges. The general day-to-day school rules of good conduct and grooming shall be observed for school dances and social events. A student attending a dance or social event may be asked to sign out when leaving before the end of the activity. Anyone leaving before the official end of the activity will not be readmitted. Because these activities are for the benefit of our students, **guests are not permitted.** Parents / guardians are always welcome and encouraged to attend any dance or social event at school, please sign in at the office first. Students that have received behavior or academic consequences, or for poor attendance may be excluded from the next dance. (In such a case, we would ensure students have the opportunity to make up missing work, and gain help on difficult subjects.) Students may be allowed to participate in subsequent dances if these issues have been corrected.

PUBLIC DISPLAYS OF AFFECTION

Students may show their affection for one another in many ways, including shaking hands, “high fives”, etc. Students may not hug, kiss or hold hands while on campus during school hours. This infraction is known as an “inappropriate display of affection” or PDA. A student first receives a warning, then following incidences may result in a suspension.

POSTERS

Signs, banners or posters that a student wishes to display must first be approved by the principal. Signs, banners or posters displayed without authorization will be removed. Any student who posts printed material without prior approval shall be subject to disciplinary action. Stickers or decals of any kind are strictly prohibited at LBMS.

PROMOTION, RETENTION AND PLACEMENT OF STUDENTS

A student shall be promoted from one grade to the next on the basis of academic, social and emotional development. Parents, teachers, Student Study Teams or others may request consideration of a student for grade retention. When a student is considered for retention, the procedures outlined in district policies shall be followed. In all cases, input from parents, teachers, student performance and other factors shall be considered. After considering all input, the decision to retain shall be made by the school principal and parent jointly. If either party disagrees, the student shall not be retained. A parent who disagrees with the principal's refusal to retain may appeal the decision to the Board of Directors. The Board's decision will be final.

VISITOR'S GUIDELINES

Schools are a place of work and learning. Certain limits must be set for parents / guardians and other citizens who visit our schools and classrooms. All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. The following rules apply to visitors to the schools:

*All visitors to the school must **report to the office upon arrival at the school**. They will be required to sign the visitor's register and will be issued a visitor's pass. As a visitor, please sign out at the office before leaving the campus.

*All visitors are expected to abide by the rules for public conduct on school property contained in the Code of Conduct.

*No person shall: intentionally injure any other person or threaten to do so; disrupt the orderly conduct of classes, school programs or other school activities; obstruct the free movement of any person in any place to which this code applies; refuses to comply with any reasonable order of identifiable school district officials performing their duties.

In cases where a visitor violates the code of conduct for our school, the authorization of a visitor to remain on school grounds or at any school function shall be withdrawn and they shall be directed to leave the premises. The parent/guardian may also be asked to remain off school grounds until the situation is resolved. If they refuse to leave, they shall be subject to legal ramifications.

Parents / guardians are invited and encouraged to visit our school. To ensure the safety and welfare of students, that schoolwork is not disrupted and that visitors are properly directed to the areas in which they are interested, all visitors are encouraged to pre-arrange a visit and report to the office upon entering school property. Due to the difficulty of coordination presented by an impromptu visit and the greater likelihood of disruption due to lack of planning, visitors should not expect permission for an impromptu visit. The principal will approve requests to visit as appropriate. Students will not be permitted to bring visitors to school without prior approval of the principal.

WITHDRAWING A REGULAR EDUCATION STUDENT TO ANOTHER PUBLIC SCHOOL

If you plan to move and intend to withdraw from Lorna Byrne Middle School for another public school, parents / guardians are asked to phone the office at 541-592-2163 at least two days before the last day of attendance. A withdrawal form must be obtained from the LBMS office. This will enable teachers and the office staff to have all paperwork completed beforehand to aid in the transition to the next school.

WITHDRAWING A SPECIAL EDUCATION STUDENT FROM PUBLIC EDUCATION

Parents / guardians are required to notify the district in writing before unilaterally placing their child in private placement. The notification can be at an IEP meeting or at least 10 days before withdrawing their child for private placement. Parents / guardians must let the district know that they do not accept the offer of a Free and Appropriate Education.

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PARENTAL INVOLVEMENT

Students succeed when there is a strong partnership between parents/guardians and school staff members. At the core of this partnership is strong communication. Lorna Byrne Middle School asks parents/guardians to:

- Encourage their student(s) to prioritize their education and to commit themselves to make the most of the educational opportunities our school provides.
- Keep informed on school activities and issues. The LBMS newsletter is published monthly or bi-monthly and provides opportunities for learning more about the school.
- Participate in school/parent organizations. The building's site council, with its emphasis on instructional improvement, is a great place to learn about the workings of our school.
- Parents can expect that their students will be disciplined for negative behavior choices. We expect that staff, parents, and students will work as a team, at home and school, to make positive behavior changes. Mistakes are part of learning.
- If classroom concerns or disciplinary issues arise involving your student, please contact the appropriate teacher/staff member. This will serve to open lines of communication that will lead to all information being shared. Open and honest communication is the key to problem-solving.
- If you wish to visit your child's classroom, you must meet with the principal prior to your visit.
- LBMS teachers need 24-hour notice prior to class visitations and a completed background check.
- If homework is needed for a student that is missing a day of school please allow the teacher 24-hour notice.
- Call LBMS - we welcome you to contact us at any time!

PARENTAL KEYS FOR A SUCCESSFUL YEAR

- **Parents are Important** – Research shows clearly students need to do homework in a quiet place within view of parents to achieve success in completing their homework.
- **Reading is Important** – We encourage all parents to ensure that their students have a novel to read at all times, whether it is assigned by a teacher or parent. Students at LBMS are expected to have an AR (Accelerated Reader) book with them in every class. Students will be able to turn in and check out books during class with teacher permission. The tests and points in the AR system are charted for each student as they progress through middle school. AR goal each quarter – AR reading is included in students' Language Arts grades!
- **Homework is a Good Habit** – At Lorna Byrne Middle School, students will have homework if they do not finish their classwork during the class period, or if it is assigned by their teacher.
- **See Grades Online** – Lorna Byrne offers Parent VUE, a web-based program through which parents can view their student's grades online. This has been highly successful in strengthening communication between LBMS and parents, and between parents and students. **Parent VUE applications are available during enrollment and at any time through the main office.** Instructions for use of this valuable program are included on the form. If additional help is needed, please contact the office.

- **Pick Up the Phone** – We encourage you to contact your student’s teacher if you have any questions. Phone calls, e-mails, and messages will help you stay informed about your child’s progress.
- **Provide Daily Support** – Help your student make sure **EVERY assignment is completed and TURNED IN**. Middle school students still require guidance and support.
- **Help Your Student Get Involved** - Encourage your student to participate in extracurricular activities such as athletics, SMILE club, after-school programs, etc. Being actively involved through service is educational and benefits your student and our community.
- **Attitude is Important!** – “If you don’t like something, change it. If you can’t change it, change your attitude.” **Maya Angelou**

PARENT/STUDENT ACKNOWLEDGMENT OF RESPONSIBILITY FOR STUDENT CODE OF CONDUCT

Student Name: _____

Date: _____

Please read, sign, and return to the Lorna Byrne Middle School

I understand and consent to the responsibilities outlined in the Student Code of Conduct. I also understand and agree that my student shall be held accountable for the behavior and consequences outlined in the Student Code of Conduct at school during the regular school day, at any school-related activity regardless of time or location and while being transported on district-provided transportation. I understand that should my student violate the Student Code of Conduct he/she shall be subject to disciplinary action, up to and including expulsion from school and/or referral to law enforcement officials, for violations of the law.

Parent Signature: _____

Date: _____

Student Signature: _____

Date: _____

The material covered within this student handbook is intended as a method of communicating to students and parents regarding general district information, rules and procedures and is not intended to either enlarge or diminish any Board policy, administrative regulation or collective bargaining agreement. Material contained herein may therefore be superseded by such Board policy, administrative regulation or collective bargaining agreement. Any information contained in this student handbook is subject to unilateral revision or elimination from time to time without notice.