

Clinton Middle School



Clinton Middle School Parent/Student Handbook 2020-2021

Home of the Cardinals

600 East Clinton St.

Clinton, Missouri 64735

Telephone: 660-885-3353

Fax: 660-885-4826

Jennifer Paschall, Principal

Dr. Rob Anthony, Assistant Principal

www.clintoncardinals.org

@CMSCardinals

CLINTON MIDDLE SCHOOL MISSION

The mission of Clinton Middle School is to provide each student a challenging education in a safe, supportive environment that promotes self-discipline, motivation, and excellence in learning.

CLINTON MIDDLE SCHOOL VISION

CMS students will be challenged in a safe, collaborative environment that encourages high achievement through individualized instruction, innovative technology and a committed staff.

Rigor Relevance Excellence

The Handbook Summarizes District Policies and Rules

The handbook has been written to provide important information concerning specific rules, policies and procedures related to the safety and operation of our school. In order for our school to operate safely and efficiently, you and your student(s) must be familiar with and abide by the expectations, procedures and rules in this handbook.

This handbook's contents may be changed from time to time throughout the 2020-2021 school year. The Clinton School District will provide notice of those changes through email or campus mail. These changes will take effect once notification is given, regardless of whether a student or parent actually reads the particular notice received.

If you have any questions regarding this handbook, please contact the building principal.

CMS STAFF

OFFICE

Ms. Paschall, Principal
Dr. Anthony, Assistant Principal
Mrs. Hix, Social Worker
Mrs. Allen, Media Center Specialist
Mrs. Miller, Admin. Asst. to Ms. Paschall
Mrs. Harrelson, Admin. Asst. to Dr. Anthony
Nurse Nichole Houk, LPN

6TH GRADE

Mrs. Connor, Science
Mr. Mundwiller, Social Studies
Mrs. Loyd, ELA
Mrs. Houk, Reading
Mrs. Adams, Math

8TH GRADE

Mrs. Pittaluga , Science
Mrs. Harrison, Social Studies
Mrs. Chapman, Math
Mrs. Combs, Algebra
Ms. Hilmas, ELA

SPECIAL SERVICES

Mr. Pugh , ISS
Mrs. McCulley, SPED/Life Skills
Ms. Halbrook, SPED/Resource Room
Mrs. Miles, SPED/Speech Therapy/ELA
Mr. Pemburlin, SPED/Math/Resource Room

7th GRADE

Mr. Archambo, Science
Mrs. Jones, Social Studies
Mrs. Ash, ELA
Mrs. Combs, Math
Mrs. Chapman, Math

ELECTIVES

Mr. Schildknecht - Vocal Music
Mr. Miles, Band
Mr. Bressman, Band
Mrs. Glover, STEM/Discovery
Ms. Miller, PE/Weight Training
Mr. Doran, PE
Mr. Stevens, Life & Health Ed/Weight Training
Mrs. Bremer, Gifted Ed/Discovery
Mrs. Thomason, Comp. Lit/Computer Apps
Mrs. Hager, FACS
Mrs. Bauer, Art

CLINTON MIDDLE SCHOOL GENERAL CALENDAR 2020-2021

August 10th	Enrollment for 6th grade 10-12 and 5-8
August 11th	Enrollment for 7th grade 10-12 and 5-8
August 12th	Enrollment for 8th grade 10-12 and 5-8
August 21st	6 th Grade Orientation - 8:00 a.m. - 11:00 a.m.
August 31st	School Begins
September 7th	Labor Day—No School
October 16th	1st Quarter Ends
October 19th	2nd Quarter Begins
October 23rd	Fall Break--No School
November 25th-27th	Thanksgiving Break—No School
December 18th	2nd Qtr/1st Semester Ends
December 21-January	2nd Winter Break—No School
January 4th	3rd Quarter/2nd Semester Begins
January 18th	Martin Luther King, Jr.—No School
February 12th	PDC Inservice—No School
February 15th	Presidents' Day—No School
March 4th	Parent Teacher Conferences 1-8 p.m.—No School
March 5th	No School
March 12th	3rd Quarter Ends
March 15th-19th	Spring Break—No School
March 22nd	4th Quarter Begins
April 2nd	No School
April 5th	4th PDC Inservice—No School
May 21st	8 th Grade Promotion
May 21st	Last Day for Students/Early Dismissal

General Student Information

AVAILABLE ACTIVITIES

6th Grade - 8th Grade:

Dances
After-school clubs
Archery

SPORTS

7th Grade and 8th Grade:

Fall sports: Football, Girls' volleyball, Cross Country
Winter sports: Wrestling; Boys' and Girls' basketball
Spring sports: Track and Field.

EVENTS

Students and Student-Athletes at away events will only be released to their parents. At such events, parents must sign their child out with the head coach or his/her designee before the child will be released to leave.

Clinton Middle School is a member of the Missouri High School Activities Association (MSHSAA) and interscholastic activities are governed according to the bylaws of the association. **Students missing all or part of the school day may not participate in an activity that day without receiving permission from the principal or activities director prior to being absent.** Other MSHSAA guidelines are available upon request or can be reviewed at www.mshsaa.org.

ATTENDANCE

The staff and administration of Clinton Middle School believe regular attendance in school is of extreme importance. Please refer to the Board Policy JED or the District Family Information and Discipline Code Book for specific information regarding attendance:

The Board recognizes the importance of regular student attendance to a successful learning experience. Research supports the fact that attendance is crucial to improving student achievement. At least one study identified attendance as the single greatest indicator of student achievement. The Board further recognizes that:

1. Frequent absences of students from regular classroom learning experiences disrupt the continuity of the instructional process.
2. The benefits of classroom instruction, once lost, cannot be entirely regained.
3. The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences and study to meet the district's student achievement goals.
4. Holding students and their parents/guardians responsible for attendance is part of the district's larger mission to train students to be productive citizens and employees.
5. State law reflects the importance of regular attendance by establishing compulsory school attendance and charging this Board to enforce that law.
6. State law authorizes school boards to make all needful rules for organization and government in the district.

Therefore, regular and punctual patterns of attendance will be expected of each student enrolled in the Clinton School District #124.

In order to receive course credit, or to be considered for promotion to the next grade level, a student must be present a minimum of 95 percent of the scheduled attendance days per semester and receive a passing grade in the course. Absences shall not exceed five days per semester. Parents will be advised by letter at three days absence and the fifth day absent. An attendance meeting will be required when a student reaches his/her 8th absence. A hotline will be made when a 10th unexcused absence occurs, and a referral to the juvenile office occurs upon the 11th unexcused absence and all subsequent absences.

Procedures and rules must include a due process component that includes notice before consequences are imposed and that allows students and their parents/guardians to appeal any imposed consequence to the superintendent. The Board will not hear appeals of consequences for excessive absences.

The district will maintain a comprehensive system of attendance records for each student. Each teacher is responsible for the accurate reporting of daily attendance in the classroom. The building principal is responsible for supplying information to parents/guardians about student absences and for submitting attendance information to the superintendent's office.

The district will contact the Children's Division (CD) of the Department of Social Services or the local prosecutor in cases where the district has a reasonable suspicion that a student's lack of attendance constitutes educational neglect on the part of the parents/guardians or that parents/guardians are in violation of the compulsory attendance law. No such action will be taken unless other strategies and interventions have been implemented and proven ineffective.

If a student in foster care is absent from school due to a decision by a court or child-placing agency to change the student's placement or due to a verified court appearance or related court-ordered activity, the grades and credit of the student will be calculated as of the date the student left school, and no lowering of the student's grades shall occur as a result of the absence under these circumstances.

Students are expected to be at school and in class on time. Students arriving to school late will be assigned an office tardy. Tardies may accumulate for students tardy to 1st hour. They may also accumulate tardies for the hours of 2-7 (combined). This means a tally will be made for two separate categories of tardiness. The following outlines consequences for tardies:

- 6th: 1 after school detention (3:05 p.m. - 3:55 p.m.)
- 7th: 1 after school detention (3:05 p.m. - 3:55 p.m.)
- 8th: 1 after school detention (3:05 p.m. - 3:55 p.m.)
- 9th: 1 two-hour Friday after school detention (3:05 p.m. - 5:05 p.m.)
- 10+: Each tardy number 10 and beyond will receive one day of In School Suspension and may be referred to the Henry County Juvenile Office.

School Day and Attendance

The Middle School day begins at 7:45 a.m. and ends at 3:00 p.m. Students are expected to be present at school daily. A student may receive an early dismissal from school at the request of their parents. Such requests should be limited to health reasons such as dental or medical appointments that cannot be scheduled

outside of the school day. Permission for early dismissal should be obtained in the front office prior to the start of classes. A full day of attendance is required to participate in afterschool and weekend activities unless prior approval is granted by the principal or activities director.

On Day of Absence

When a student is ill or for some reason is not able to attend school, his or her **parents should call the office and notify the secretary** of the absence. The office telephone number is 660-885-3353.

On Day of Return to School After Absence

It is the **student's responsibility** to check with each of his or her teachers to obtain missed assignments. Assignments may be recorded as zeros until the student work is made up. If the parent has failed to call the school, a written excuse from the parent and/or a doctor's note stating the reason for the absence will be necessary for the absence to be excused.

BUILDING HOURS

The main building will be open to receive students beginning at 7:25 a.m. As students arrive, they may pick up breakfast in the cafeteria and report directly to their 1st hour class, or report directly to their 1st hour class.

Once students have arrived at school, they may not leave school property until the end of the day. Any student activity occurring after school hours in the school facilities must be under the supervision of a responsible adult.

Students are not permitted in the building after 3:20 p.m. unless accompanied by an adult.



CLINTON MIDDLE SCHOOL



Bell Schedule

2020—2021

1ST HOUR 7:45–8:37
(morning announcements)

2ND HOUR 8:41–9:30

3RD HOUR 9:34 –10:29
2nd chance breakfast 9:30-9:40

4TH HOUR 10:33 –11:21

5TH HOUR 11:25 – 12:40

LUNCH SHIFTS

11:26 – 11:49	Band/PE
11:36 – 11:59	103, 102, 105, 107
11:46 – 12:09	106, 108, 111, 112, 113
11:56 – 12:19	109, 201, 202, 203
12:06 – 12:29	204, 205, 206, 207, 209

6TH HOUR 12:44– 1:33

7TH HOUR 1:37 – 2:26

Cardinal Time 2:30–3:00

Afternoon Announcements 2:58-3:00

Bus Dismissal 3:00

Walker/Car Rider Dismissal ~ 3:05

SICK/ILLNESS PROTOCOL

Students will be sent home for illness, fever, diarrhea or vomiting. They will need to speak with the school nurse or employee about when a student can return to school. Please see the “**Return to Learn**” guidelines for specifics on when a student will be excluded due to illness and when they can return.

CITIZENSHIP & SPORTSMANSHIP

The Missouri State High School Activities Association (MSHSAA), which also governs middle school and junior high activities in addition to Missouri high school activities, declares in bylaw 2.3.6 that students who have two or more failing grades (F) on their report card the semester prior to competition are ineligible for activities.

Students who have one or more failing grades (F) at midterm are not considered to be in good academic standing, and these students may not be permitted to participate in athletics or any extracurricular or co-curricular activities at the discretion of school administration.

Citizenship

Students who represent a school in interscholastic activities must be creditable citizens and judged so by the proper authority. Those students whose character or conduct is such as to reflect discredit upon themselves or their schools are not considered “creditable citizens”. Conduct shall be satisfactory in accord with the standards of good discipline.

1. Law Enforcement: A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings within the legal system have been concluded **and** any penalty (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies.
2. Student Responsibility: Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the situation prior to the school’s discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the MSHSAA Board of Directors.

Sportsmanship

Our mission is to encourage sportsmanship by positive attitudes, cooperation, team responsibility and respect among all involved, while enjoying our talents and having fun. Students should treat opposing players, coaches, spectators and support-groups with respect and enthusiasm. Game officials should be shown respect at all times and their integrity should not be questioned. Parents/Spectators should provide only positive support before, during, and after the event. Parents/Spectators who fail to show good sportsmanship could be removed from the premises at a sports official’s request and/or be asked to leave the premises by school officials. If a parent/spectator is removed from any activity, they will be asked **once** to leave the premises immediately. Failure to leave immediately may result in the involvement of law enforcement officials and a suspension from attendance at any and/or all other activities that allow public parent/spectator attendance during that specific academic year.

PARENT-TEACHER CONFERENCES

Clinton Middle School offers a conference date in the spring. Conferences are scheduled for the end of the third quarter. Parents and students are asked to attend to obtain grade cards, confer with teachers and to acquire progress information. At that time, the middle school teachers will be in designated areas and you may

visit with them if you have a concern about your student's grade or performance. Also, you may arrange a conference with a teacher by simply calling the front office and setting up a time that will be convenient for you and the teacher or team at any time of the year. Please see page 3 above for the dates and times of fall and spring parent-teacher conferences.

DROP-OFF AND PICK-UP POLICY

Morning arrival procedures:

- All car riders, walkers, and bicycle riders will enter through the front doors (located at the north side of the building). Car riders should remain in their cars until the doors open at 7:25 am.
- Remember to practice social distancing as students arrive on campus.
- **Remember:** students should not arrive on campus prior to 7:25 am.

Afternoon dismissal procedures:

- **All bus riders** will be dismissed at the bell (3:00) to board the buses. All but two of the buses (9 & 10) will be lined up where they are usually found.
- Riders of bus 9 and 10 will board bus 7 and ride to the high school. Once at the high school, they will get on the correct bus.
- At approximately 3:05, walkers and car riders will be dismissed.
- **Car riders** will exit the building out the bus doors (located on the east side of the building). Cars will enter through the exit to the stadium (off of Clinton Street) and line up in the stadium parking.
- Once the buses exit (out the parking lot toward CIS), cars will then be directed to pull forward and line up in the bus lane.
- **Note:** No cars will be allowed to drive through the front circle drive for dismissal.
- **Walkers and bicycle riders** will exit out the front doors (located on the north side of the building). No other students will exit out the front doors.

EMERGENCY DRILLS AND SCHOOL CLOSING

****due to social distancing protocols we will not practice drills until further notice****

Fire Drills

Schools are required by law to have fire drills. Each room has instructions posted near the door regarding the signal for a fire drill or fire procedures to use in vacating the building. Students are to move rapidly, but quietly, out the nearest exit with the class section and report to the designated safety area. Remember: **BE QUIET AND MOVE RAPIDLY.**

Tornado Drills

Tornado alerts frequently occur in this area. We will have tornado drills to teach students proper severe weather procedures.

Each room has instructions posted near the door regarding the signal for a tornado drill or alert and the procedures to follow in moving to safety areas. Move **QUIETLY AND RAPIDLY** to assigned areas. Follow all teacher directions and remain silent throughout the drill.

Severe Weather – School Closing

Severe snow and ice storms often are cause for school closing. If there is a question concerning school closing for the above reasons, **such announcements will be made by 6:30 a.m. on KDKD (FM 95.3), WDAF (FM 106.5) KANSAS CITY, WDAF-TV CHANNEL 4 KANSAS CITY, KSHB CHANNEL 41 KANSAS CITY, AND KCTV CHANNEL 5 KANSAS CITY.** School principals listen for the same broadcast information so **PLEASE DO NOT CALL THE PRINCIPAL AT HOME.** If a decision is made for school to close after students arrive, it will be announced on **FM 95.3 KDKD.** Alerts will also be sent via the district automated messaging system. Alerts will be sent as text messages and posted on school district social media accounts.

FOOD SERVICE

Food service accounts operate on a debit system much like a debit card system at your bank. Students must have money in the account in order to be able to purchase meals with the account. Parents may deposit weekly, monthly, or larger sums into their student's account (daily deposits are discouraged). Deposits will be dropped in a collection box located outside of the office. Envelopes are provided for deposits. The student's name, grade, and account number must be provided on the envelope. Payments may also be made online using RevTrak. A service fee of 3.61% will be added to your shopping cart at checkout. Visit the district Web Store at <https://clintonmo.revtrak.net> to make payments.

Students will be notified when their account balance is \$0.00. Students with a negative balance will not be allowed to buy/charge any extras (second servings or snacks). Students may not charge meals during the last two weeks of the school year.

Breakfast is served in the cafeteria on a daily basis from 7:25 a.m. until 7:45 a.m. ***During the school day, food from fast food establishments and other restaurants may not be eaten in the school building and should not be delivered to students.***

GUIDANCE AND COUNSELING

Parents and students are invited to come to the guidance office to discuss plans or problems. Our school has one full-time counselor and a part-time social worker who are here to address concerns, assist, and support students. All students are welcome to visit the counselor or social worker in the guidance office **by appointment.** Counselor request forms are located outside of the counselor's office door. New students are especially encouraged to become acquainted with both the counselor and social worker.

You may schedule an appointment with the counselor or social worker before or after school, or during a non-instructional time in any class. Teachers may ask a student(s) to wait until another time so you will not miss important class activities.

Remember, the counselor or social worker **does not** punish or administer discipline for misbehavior, but will be glad to talk over such problems with students. You will not be sent to the counselor or social worker for discipline. However, due to the severity of some cases brought to a counselor and/or social worker, they may legally be required to refer the case to administration for further discipline consideration.

The counselor or social worker will not make decisions for you, but will want to help you understand your plans and problems. If you disclose confidential information, the counselor will **not** tell such information to anyone, except where required by law. Students are encouraged to check with teachers before scheduling a meeting with the counselor.

STUDENT HEALTH SERVICES

Illness or Injury During School

The Middle School has a health room so if a student becomes ill or injured at school, the nurse will assess the health of the student and parent contact may be made. The school district does not carry medical insurance for accidents occurring at school. If you are feeling ill, please request to see the nurse and allow her to contact your parents as needed. **Students are not to use their cell phone to contact their parents without authorization of the nurse or someone in the administration office. If students use cell phones without prior permission, they may be subject to disciplinary action.**

Medication

Non-prescription, over-the-counter (OTC) medications will be administered by school health personnel and his/her designee, if parents/guardians have signed the Administration of OTC Medications sheet each year. Parents will no longer have to bring in Tylenol or Motrin for PRN (as needed) use. If your student needs to be on an OTC medication on a routine basis then the parent will be asked to furnish the medication. We will not exceed 20 doses of acetaminophen and/or ibuprofen in one academic year without physician authorization.

If a student is needing prescription medication to be given during the school day, it must be brought to the nurse's office by a **parent/guardian**. The parent/guardian will need to sign a medication administration form. The medication must be in the original prescription bottle and labeled by the pharmacist or prescriber. (Duplicate bottles may be requested from your pharmacy.)

Student's will be allowed to carry their own inhaler or "Epipen" if needed. The medication needs to be labeled with a prescription label and a consent form ("Permission for Students to Self-Administer Medication by Metered Dose Inhaler") must be completed, signed by the parent/guardian, and on file in the nurse's office. Allowing the student to carry an inhaler is with the understanding that the parent is responsible for the inhaler while it is on school property.

All medication must be picked up by a parent/guardian within a week after the medication is completed or the medication will be destroyed.

GRADING SCALE

As a district, we strive to use the most effective grading practices by only including scores that relate to the achievement of Missouri Learning Standards and by using a variety of assessment methods to collect high quality, organized evidence of learning.

Students and parents may check student grades at any time on PowerSchool. Grades will be updated by teachers a minimum of every two weeks and grade cards will be sent home with students at designated times. Teachers use a 100-point grading scale, and all assignments listed in PowerSchool will be assigned as the correct number of points out of the total available. (For example: 23/25.) Teachers may include comments and/or descriptions for each assignment. If an assignment is missing, it will be recorded as a zero (0) until it is submitted. Please refer to your individual teacher's syllabus to ensure classroom policies regarding late or missed assignments are understood.

GRADE CARDS

CMS will use a semester grading calendar therefore only storing grades for a semester. We will continue to have midterm grades as well as quarter grades, but they will be a “snapshot in time.” Permanent grade verifications will only be run at the end of a semester.

The following are the dates related to grading and grade cards:

Quarter 1/Semester 1

- Midterm – September 18
 - September 18 – Grades due/entered into PowerSchool (PS) by the teachers.
- Quarter 1 – ends October 16
 - October 19 – Grades due/entered in PS by the teachers.
 - October 20 – Quarter 1 Progress Reports will be printed and distributed at Parent-Teacher Conferences.

Quarter 2/Semester 1

- Midterm – November 20
 - November 20 – Grades due/entered into PS by the teachers.
- Quarter 2/Semester 2 – ends December 18
 - December 18 – Grades due/entered in PS by the teachers.
 - January 6 – Grades will be officially stored and Grade Cards will be printed and mailed home.
 - Semester Honor Roll will be calculated and sent to the local newspaper.

Quarter 3/Semester 2

- Midterm – February 5
 - February 5 – Grades due/entered into PS by the teachers.
- Quarter 3 – ends March 12
 - March 12 – Grades due/entered in PS by the teachers.
 - March 22 – Progress reports will be printed and distributed to students during Cardinal Time.

Quarter 4/Semester 2

- Midterm – April 23
 - April 23 – Grades due/entered into PS by the teachers.
- Quarter 4/Semester 2 – ends May 21
 - March 12 – Grades due/entered in PS by the teachers.
 - March 22 – Progress reports will be printed and distributed to students during Cardinal Time.
 - 8TH GRADE
 - May 14 – Grades finalized and entered in PS by teachers.
 - May 17 – 8th Grade Report Cards printed, and students who are not promoting will be communicated with by Ms. Paschall.
 - 6TH-&TH GRADE
 - May 19 – Grades finalized and entered in PS by teachers.

- May 20 – 6th/7th Grade report cards printed, and students who are not promoting will be communicated with by Ms. Paschall.

LOCKERS AND PROPERTY SECURITY

****Hallway and PE lockers for PE class will not be assigned until further notice, PE lockers will be assigned to students participating in school athletic activities****

Students are urged to be responsible for their belongings by using lockers assigned to them and by keeping them locked when not in use. Students are authorized to use only the locker assigned to them. Locker combinations are **to remain confidential** to the student assigned. For your security, please do not share your locker combination with anyone else.

School officials are responsible for operating the schools and safeguarding the health, welfare, and safety of students and school personnel. The principal has not only the right, but also the duty to search lockers as deemed necessary to maintain our school environment and to protect students and staff.

Locks for P.E. lockers will be supplied by the school. The P.E. locks will be checked out to the student at the beginning of the year and then collected at the end of the year. Students will be charged \$8.00 for lost or damaged locks.

PARTICIPATION FEES

In order to help cover the increasing cost of activities, a student will be required to pay a \$30.00 fee for each interscholastic activity that he/she participates in. This fee is due before the first scheduled game. Failure to pay this fee by the required date may result in your student not getting to participate in *game* activities until paid. He/She may still remain on the team and participate in all practice activities, however.

Academic Fees

In order to help cover the increasing cost of materials used in the elective classroom setting, each student will be required to pay a \$20.00 student fee at the beginning of each school year that will go towards supplies used by the students.

Physical Education

Physical activity is essential for the development of middle school students. Physical education (P.E.) class is offered each day at Clinton Middle School. At this time, students will not be required to dress out for PE, but are encouraged to wear comfortable clothing and appropriate footwear to school to allow participation in PE activities. **A doctor's note is required to excuse a student from participating in PE.** On days when there is strenuous physical activity during P.E. students may be required to shower. We believe this to be important not only for good hygiene but also because of the physical changes students at this age are going through.

PROMOTION POLICY

To earn promotion from one grade level to the next, each student will be expected to earn a minimum of three (3) credits in core classes (English, Science, Math, and Social Studies), one (1) credit in Physical Education/Health, and two (2) additional credits in other enrolled classes. $\frac{1}{2}$ credit may be earned per semester for each class with a grade of D- or better.

Failure in more than one subject may result in retention. The principal shall make a final decision on each case based upon the advice of the school counselor, the student's teachers, and upon the student's total record. The student's parents or guardians will be properly informed of the student's academic progress as the year develops, and their input will be considered as a part of the final decision regarding promotion or retention.

At the principal's discretion, students may be given the option of attending a qualified summer school class in the subject area they failed. Upon the successful completion of that course(s), promotion would be reconsidered. The following is a list of curricular offerings and the units of credit given for each:

Communication Arts	1 Unit	½ Each Semester
Social Studies	1 Unit	½ Each Semester
Math	1 Unit	½ Each Semester
Science	1 Unit	½ Each Semester
P.E./Health	1 Unit	½ Each Semester
All Elective Subjects	2 Units	½ Each Semester

Telephone

The school telephone number is (660) 885-3353. Students and teachers will not be called from classes except in cases of extreme emergency. A message or telephone number may be left with the secretary. The office phone is not available for student use except in an emergency or if the student is ill.

Textbooks

Depending on the class, students may be issued textbooks free of charge. **Textbooks are to be returned free of damage with only evidence of normal wear and usage at the end of the year. A fine or replacement charge will be levied for books that are abused or lost.** Students who lose a book during the school year must pay for its replacement before another book will be issued. Should the book be found later (free of damage), the student will receive a full refund.

Visitors

Parents are welcome to visit the school whenever possible. All parents and guests **must** check in the office prior to going anywhere in the building to receive a visitor's badge. If you would like to schedule a time for classroom visitations, please contact the office first. All parents/guardians will need to attain **pre-approval** from the building principal for all classroom visitations.

STUDENT CONDUCT

CARDINAL CONDUCT

Students will be expected to meet minimum behavior norms and expectations while in attendance at CMS. Students will receive a conduct score each week and in each class as well as incentives based on positive/appropriate behaviors. This conduct score will be recorded in PowerSchool; however, it will not be included in the student's final grade. The conduct score is to be used as a tool to communicate with both the student and parent/guardian the weekly conduct of the student. Conversely, students may not receive

incentives if they persistently demonstrate negative behaviors uncondusive to the school environment. We strongly encourage parents/guardians to monitor their student's behavior through PowerSchool. Copies of the Student Handbook will be given to each student, and **both students and parents/guardians will be required to read through and sign that they have understood the conduct rules for CMS.**

Conduct Rubric

Students receiving a score of at least 8/12 *in each class* will be able to attend incentive time on Friday during Cardinal Time.

See Addendum: Student Performance Expectations

DISTRICT CONDUCT POLICY

Students shall conduct themselves according to their expected maturity. When students fail to conduct themselves properly, the teacher and/or principal shall use firm and fair measures of discipline. Consequences of unacceptable behavior may include:

1. Lunch detentions-at this time, no lunch detentions will be assigned due to COVID-19.
2. After School Detentions / Two-hour After School Detentions
3. Behavior Contracts
4. In-School suspension
5. Alternative placement
6. Out-of-School suspension or expulsion
7. Monetary restitution for property damage
8. Community Service

Rules of General Conduct

The mission of Clinton Middle School is to provide each student a challenging education in a safe, supportive environment that promotes self-discipline, motivation, and excellence in learning.

1. Students will be courteous to each other and to staff members.
2. School property is to be respected.
3. Running, pushing, and shoving in a crowded building could lead to the injury of a fellow student or to yourself and are not allowed.
4. Students may enter the building after 7:25 a.m.
5. Students reporting to school prior to 7:35 a.m. should report immediately to the cafeteria for breakfast or to the mezzanine on the east side of the gym if not eating breakfast. At 7:35 a.m. a bell will ring to ~~allow students to go to their lockers.~~ **Due to current COVID-19 restrictions, students will be required to report to their first hour immediately after going to their lockers or breakfast.** Students in the halls after reporting to first hour will be required to carry a hall pass. Students that have not reported to first hour by 7:45 a.m. will be counted as tardy.
6. If a student needs to leave a classroom for any reason, they are required to record their name, reason for temporary absence, and both times in and out on a pass document located in the classroom before leaving the classroom.
7. Paper wads, rocks, snowballs, or other articles propelled through the air could cause injury. Please hand-over and do not throw any objects from one person to another. We want to keep everyone safe at all times.
8. Food is to be eaten in the cafeteria or in the FACS room except under approved conditions or situations. **Clear plastic water bottles containing water are the only beverages allowed in lockers**

- and halls.** Only second chance breakfast provided by the district is allowed in classrooms and with teacher permission.
9. Classrooms are work areas where tools of learning are needed. Please come to class with books, pens, pencils, and paper ready to work. **Bring only what you need. Any item causing a distraction to the learning environment or the safety of students may be removed at the teacher's and/or administrator's request.**
 10. The use of foul language and swearing will not be tolerated.
 11. Students are to be in their assigned classrooms and seats by the time the tardy bell rings.
 12. The phone in the office may be used by students upon request for emergency purposes.
 13. Detentions and/or lunch detentions may be assigned by the school administration or their designee. The student will be given written notification, or a parent contact will be made at least one day prior to the assigned date to allow the student to arrange transportation for after school detentions. **Students failing to attend a detention will be assigned two detentions. Failure to attend either of the two re-assigned detentions will result in one day of ISS being assigned and the two detentions will remain assigned.**
 14. Students will be expected to use the restroom and water fountains during the break between classes.
 15. Bicycle riders should park their bikes in the rack located in the front of the school. Students must walk their bicycles on school property because of the danger it creates for the rider and other students. Please dismount upon your arrival at school and **walk** your bike to the parking area.
 16. At Clinton Middle School, we do not allow students to use their cell phones or other personal electronic devices during the school day. These items are to be stored in their lockers from 7:50 am until dismissal at 3:00 pm. Parents needing to contact their student may reach the school office at 660-885-3353 to relay information to them. Students may be allowed to use their electronic devices during incentive times as designated by the school administration. In the event a cell phone and/or unapproved electronic device is brought to a classroom and/or judged by the teacher to be a disturbance to the learning environment, the following steps constitute the CMS cell phone policy:
 - a. First offense - Teacher may confiscate for the remainder of the hour. That student may retrieve their cell phone at the teacher's discretion.
 - b. Second offense - Teacher may confiscate for the remainder of the day. The teachers are instructed to turn in the phone to the main office for safe storage. The student may retrieve their phone after the bell dismisses classes at the end of the day.
 - c. Third and all subsequent offenses - Teacher may confiscate and turn in to the main office for safe storage. A parent/guardian will be required each time to come up to the main office to retrieve the cell phone and/or unapproved device. Further discipline may be considered for habitual abuse of the cell phone policy.
 17. Students must have permission from the Principal in order to distribute any material throughout the building. This includes but is not limited to petitions, leaflets, websites, links to websites, and emails. A complete copy of policy IGDBA pertaining to distribution of non-curricular student publications is available in the school policy manual. This manual can be found at the Clinton School District website, www.clintoncardinals.org.
 18. Backpacks and string bags will be allowed in classes. We encourage students to use them so as to avoid unnecessary tardiness to classes. However, purses, blankets and any other article deemed to be disruptive to the learning environment must be kept in student lockers.
 19. Vending machines are available in the hall outside the cafeteria. These machines are not to be used during the school day, except at lunch time and after the 7th hour dismissal bell has rung.

Standards of Dress

The Board of Education recognizes the value of allowing individual student expression as well as the necessity of protecting student health and safety and maintaining an atmosphere conducive to education. Student dress code procedures must be designed with the goal of balancing these competing interests.

All dress code procedures will adhere to health and safety codes and comply with applicable law. Dress that materially disrupts the educational environment will be prohibited. No procedure will impose dress and grooming rules based on gender in violation of Title IX. District procedures will specifically define ambiguous terms, and examples will be provided when practicable.

Students are not allowed to wear attire that interferes with the mission of CMS, is disruptive to the CMS environment or that could endanger the health and safety of that student or others during school hours and school activities. (Students may be required to modify or change clothing. Failure to comply may result in discipline.)

As part of the dress code, students are required to wear face coverings in the school building at all times.

The following clothing attire is prohibited:

- Clothing must be worn according to the original design of the garment.
- Clothing that advertises or promotes the use of alcohol, tobacco or a drug is prohibited.
- Clothing that depicts profanity, obscenity, inappropriate language, the use of weapons, or violence is prohibited.
- Clothing that contains sexually suggestive messages.
- Clothing that depicts gang affiliation.
- Clothing that exposes or reveals skin in the midriff/stomach area.
- Clothing that reveals undergarments (underwear, bra straps, etc.)
- Clothing that is cut loosely around the armpits, is too low on the chest, is mesh or is see-through (example: spaghetti straps, and halter tops). These shirts must have an additional school appropriate shirt underneath.
- Clothing with tears or holes above mid thigh that show skin or undergarments.
- Skirts, shorts, and skorts should fit reasonably and cover the front and backside in an appropriate manner .
- Pants worn below waist level.
- Pajama pants (except on designated spirit days).
- Wallets with chains.
- Hats, hoods, visors, etc. and sunglasses (except on designated spirit days).
- Jewelry that is inappropriate or potentially dangerous such as chains, grills, studded collars or wristbands, etc.

Clinton Middle School takes great pride in creating an environment that is conducive to learning. A student's appearance should not attract undue attention and thus become a disruptive factor. Students may not wear face paint. Teachers are encouraged to counsel students and parents when problems arise. The administration may use their discretion in applying these rules to articles of clothing that may be determined disruptive to a good school climate. Students may be sent home to change into appropriate clothing. In the

event this is not possible and depending on the severity of the dress, the student may remain in the in-school suspension room for the day and assignments will be sent to the student.

Student Conduct on School Transportation

Students, parents/guardians, bus drivers and school officials must work together to provide for the safe transportation of students. The school buses, bus stops, and all other forms of transportation provided by the district or provided incidental to a school activity are considered school property. Students are subject to district authority and discipline while waiting for, entering and riding district transportation. The superintendent or designee will create and enforce administrative procedures detailing the conduct expected of students and will make that information available to students and parents.

Students who fail to observe district rules or fail to contribute to a safe transportation environment will be subject to disciplinary action including, but not limited to, suspension of the privilege of riding the bus. Students with disabilities will be disciplined in accordance with their Individualized Education Program (IEP) or applicable law. The bus driver or other authorized personnel shall report all misbehavior or dangerous situations to the principal as soon as possible.

All persons riding in school district vehicles shall adhere to the following rules. The driver, sponsor or chaperones are to follow the school bus discipline procedure for student violations of this procedure, and students who violate these rules may be denied access to school transportation for a specified period of time in relation to the severity of the violation. Video cameras may be in operation on the school buses.

1. Bus riders shall be at the designated loading point before the bus arrival time.
2. Bus riders shall wait until the bus comes to a complete stop before attempting to enter.
3. Riders must not extend arms or heads out of the windows at any time.
4. Aisles must be kept cleared at all times.
5. All bus riders shall load and unload through the right front door. The emergency door is for emergencies only.
6. A bus rider will depart from the bus at the designated point unless written permission to get off at a different location is given to the driver.
7. A rider may be assigned a seat by the driver.
8. Riders who damage seats or other equipment will reimburse the district for the cost of the repair or replacement.
9. Riders are not permitted to leave their seats while the vehicle is in motion.
10. Permission to open windows must be obtained from the driver.
11. Classroom conduct is to be observed by students while riding the bus except for ordinary conversation.
12. The driver is in charge of the students and the vehicle, and the driver is to be obeyed promptly and courteously.
13. A bus rider who must cross the roadway to board or depart from the bus shall pass in front of the bus (no closer than 10 feet), look in both directions and proceed to cross the road or highway only on signal from the driver.
14. Students shall not throw objects about the vehicle nor out the windows.
15. Students shall keep feet off the seats.
16. The student discipline code will apply to students using school transportation services. This includes conduct occurring at or in the close vicinity of a bus stop while students are waiting for the bus, or immediately after the students have disembarked.

STUDENT DISCIPLINE

It is essential that the district maintain a classroom environment that allows teachers to communicate effectively with all students in the class and allows all students in the class to learn. To assist district staff in maintaining the necessary classroom environment, the Board of Education has created a discipline code that addresses the consequences, including suspension or expulsion, for students whose conduct is prejudicial to good order and discipline in the schools or impairs the morale or good conduct of other students.

Application

These policies, regulations and procedures will apply to all students in attendance in district instructional and support programs as well as at district-sponsored activities. Off-campus misconduct that adversely affects the educational climate will also be subject to these policies, regulations and procedures. Students who have been charged, convicted or plead guilty in a court of general jurisdiction for commission of a felony may be suspended in accordance with law.

The Board authorizes the immediate removal of a student upon a finding by a principal or superintendent that the student poses a threat of harm to self or others, as evidenced by the prior conduct of such student. Any such removal will be subject to the appropriate due-process procedures and in accordance with law.

No student may be confined in an unattended locked space except in an emergency situation while awaiting the arrival of law enforcement personnel. For the purpose of this policy, a student is unattended if no person has visual contact with the student, and a locked space is a space that the student cannot reasonably exit without assistance.

Enforcement

Building principals are responsible for the development of additional regulations and procedures regarding student conduct needed to maintain proper behavior in schools under their supervision. All such regulations and procedures shall be consistent with Board-adopted discipline policies.

Teachers have the authority and responsibility to make and enforce necessary rules for the internal governance in the classroom, subject to review by the building principal. The Board expects each teacher to maintain a satisfactory standard of conduct in the classroom. All district staff are required to enforce district policies, regulations and procedures in a manner that is fair and developmentally appropriate and that considers the student and the individual circumstances involved.

Reporting to Law Enforcement

It is the policy of the Clinton School District #124 to report all crimes occurring on district property to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

Documentation in Student's Discipline Record

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.

Conditions of Suspension, Expulsion and Other Disciplinary Consequences

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. When appropriate, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school. Likewise, a student may become ineligible for or be required to forfeit any honors and awards as a disciplinary consequence.

In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
3. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled.

CLINTON MIDDLE SCHOOL DISCIPLINE CODE

- **Please consult the following information for specific details concerning discipline and consequences.**
- **Clinton Middle School Administration has the ability to add to these consequences depending on individual circumstances.**

Behavior Rubric

Inappropriate Behavior:

Level 1 : Warning

Level 2: 1 LDT

Disruptive Behavior:

Level 3: 3 LDTs

Level 4: 1 or more ADTs

Level 5: One 2 hour Friday ADT

Failure to Follow Office Procedures:

Level 6: Two 2 hour Friday ADTs

Level 7: 1 Day ISS or Three 2 hour Friday ADTs

Level 8: 3 Days ISS

Defiance:

Level 9: 3 Days OSS

Level 10: 5 Days OSS

Level 11 plus subsequent: 10 days OSS with possible recommendation for LT suspension

2020-2021 Discipline Codes

Academic Dishonesty:

1st Offense: Administrative Conference, Replacement assignment for full credit, 1 Day ISS

2nd Offense: Administrative Conference, Replacement assignment for full credit, 3 days ISS

3rd Offense: Administrative Conference, Replacement assignment for full credit, 5 days ISS

Acts or Threats of Terrorism:

*Behavior that creates a grave risk of death or physical injury to another person; and/or makes verbal threats of physical harm or death; includes but is not limited to bomb threats and threats of widespread violence.

1st Offense: 5 days OSS; possible LT suspension; Contact Legal Authorities, Parent Conference

2nd Offense: 10 days OSS; possible LT suspension or expulsion; contact Legal Authorities, Parent Conference

Arson:

1st Offense: 10-180 days OSS; Parent Conference; possible expulsion; possible referral to legal authorities

2nd Offense: 10-180 days OSS; Parent Conference; possible expulsion; contact legal authorities

3rd Offense: 10-180 days OSS; Parent Conference; possible expulsion; contact legal authorities

Assault:

*Attempts to cause or recklessly causes physical injury to another person; or with criminal negligence, causes physical injury to another person by means of a deadly weapon; or purposely places another person in apprehension of immediate physical injury; or recklessly engages in conduct which creates a grave risk of death or serious physical injury to another person; or knowingly causes physical contact with another person knowing the other person will regard the contact as offensive or provocative; or states verbal threats to another person that create a reasonable fear of injury.

1st Offense: 5 Days OSS; Parent Conference, contact Legal Authorities

2nd Offense: 10 Days OSS; may recommend long term suspension, contact Legal Authorities

3rd Offense: 10 Days OSS; possible expulsion, contact Legal Authorities

Bullying, Hazing, and Cyberbullying:

1st Offense: 1 Day ISS, Parent/Student Conference

2nd Offense: 3 Days ISS, Parent Conference, contact Legal Authorities

3rd Offense: 3 Days OSS, Parent Conference, contact Legal Authorities

4th Offense: 10 Days OSS; may recommend long term suspension, contact Legal Authorities

Bus Misconduct:

*Level 1 Offense: Disruptive bus or bus stop behavior; foul language; defiance.

*Level 2 Offense: Illegal bus or bus stop behavior; subsequent and/or repeated Level 1 violations

Level 1 Offense: Verbal warning, Parent Contact/Bus Suspension, Principal Conference with ISS/OSS options

Level 2 Offense: Principal Conference, ISS or OSS, Long term OSS

Cell Phone:

1st Offense: Warning; Cell phone confiscated by teacher and retrieved by student at the end of the hour.

2nd Offense: Cell Phone confiscated and turned into the office, student may pick up at the end of the day

3rd Offense: Cell Phone is turned into the office, parent is contacted to pick up

Subsequent offenses: Cell Phone is turned into the office, ADT(s)/2 hour Friday ADT(s)/ISS/OSS, parent required to pick up

*Note: Any refusal to handover a cell phone if requested by a staff member automatically adds defiance consequences onto cell phone consequences.

Disrespectful, DEFIANCE of Authority or insubordination/Verbal Abuse to Staff:

1st Offense: Up to 3 ADTs, Parent Conference

2nd Offense: Up to 3 two hour Friday ADTs, Parent, Teacher, Student Conference required prior to readmittance to class

3rd Offense: 3 Days ISS, Parent Conference, Student Conference required prior to readmittance to class

4th Offense: 3 days OSS, Parent Conference, Student Conference required prior to readmittance to class, possible community service hours required (15) for re-admittance to school

5th and Subsequent Offenses: 5-10 days OSS, Parent Conference, Student Conference required prior to readmittance to class, possible community service hours required (15-50) for re-admittance to school

DISRUPTIVE Speech or Conduct, Use of Obscene or Disparaging Language:

*See behavior rubric (above)

Distribution of Drugs, Controlled Substances, Alcoholic Beverages or Substances Represented to be Controlled or Alcoholic:

1st Offense: For sale, purchase, or distribution-10 days OSS, report to legal authorities, and recommendation for long term suspension.

Drugs: Use, possession, or being under the influence of Drugs, Controlled Substances, Alcoholic Beverages or Substances Represented to be Controlled or Alcoholic:

1st Offense: 5-10 Days OSS, report to Legal Authorities, possible long term suspension

2nd Offense: 10 Days OSS, report to Legal Authorities, long term suspension and/or expulsion

3rd Offense: 10 Days OSS, report to Legal Authorities, long term suspension and/or expulsion

Failure to Follow Office Procedures:

*See behavior rubric (above)

False Alarm:

1st Offense: Up to 10 Days OSS, possible long term suspension, report to Legal Authorities

2nd Offense: 10 Days OSS/Long term suspension, recommend expulsion

Fighting:

*When two or more persons, voluntarily or by agreement engage in any fight or use any blows or violence toward each other.

1st Offense: 3 Days OSS, Parent Conference, report to Legal Authorities

2nd Offense: 5 Days OSS, Parent Conference prior to student return to school, report to Legal Authorities

3rd Offense: 10 Days OSS, recommend for long term suspension, report to Legal Authorities

Fireworks or other Incendiary Devices:

1st Offense: 3 Days OSS, Parent Conference, report to Legal Authorities

2nd Offense: 10 Days OSS, recommendation for long term suspension, Parent Conference, report to Legal Authorities

3rd Offense: 10 Days OSS, recommendation for long term suspension, report to Legal Authorities

Forgery:

1st Offense: 1 Day ISS

2nd Offense: 3 Days ISS

3rd Offense: 5 Days ISS

Harassment (Extortion):

*Threatening or intimidating any student for the purpose or intent of obtaining money or anything of value from that student.

1st Offense: 3 Days ISS

2nd Offense: 5 Days OSS, report to Legal Authorities

3rd Offense: 10 Days OSS, recommend for long term suspension, report to Legal Authorities

Harassment (Intimidation-Student):

*Intentionally placing a student in a situation where mental or physical harm can take place. This may include verbal, written or physical aggression, racial remarks that are directed toward a person and mental and/or emotional harm has been expressed by the recipient.

1st Offense: 3 Days ISS; 3 Days OSS

2nd Offense: 3-5 Days OSS, report to Legal Authorities

3rd Offense: 10 Days OSS, recommend for long term suspension, report to Legal Authorities

Harassment (Sexual):

*Inappropriate behavior which portrays sex or sexual conduct in a manner offensive to community standards. Words -spoken or written, images created, gestures, touching or other physical contact of a sexual nature violate this guideline.

1st Offense: 3 Days ISS

2nd Offense: 3 Days OSS, report to Legal Authorities

3rd Offense: 5 Days OSS, report to Legal Authorities

Inappropriate Apparel:

1st Offense: Change of apparel, 1 ADT

2nd Offense: Change of apparel, 3 ADTs

3rd Offense: Change of apparel, 1 Day ISS

4th and subsequent offenses: Change of apparel, up to 10 days of ISS

Indecent Exposure:

1st Offense: 3 Days ISS, possible Legal Authority contact

2nd Offense: 5 Days OSS, possible Legal Authority contact

3rd Offense: 10 Days OSS, possible recommendation for long term suspension

Microaggression (Threats to another Student):

*Derogatory statements made to or about another student; derogatory statements and/or racial remarks made by a person that may have been overheard by another person but were not specifically reported by a recipient as mentally and/or emotionally harmful to that person.

1st Offense: Up to 3 ADTs

2nd Offense: 3 days ISS

3rd Offense: 3 days OSS

4th and subsequent offenses: Up to 10 days OSS, possible referral for long-term suspension

Physical Altercations (Horseplay):

*Does not result in injury

1st Offense: 3 Lunch Detentions

2nd Offense: 1 Day ISS

3rd Offense: 3 Days ISS

4th and subsequent offenses: 5 days ISS up to 10 days OSS

Physical Assault of School Personnel:

* Any aggressive physical contact with a staff member, including, but not limited, pushing, striking, biting, clawing, and kicking.

1st Offense: 5-10 Days OSS, recommend for long term suspension or expulsion, Parent Conference, report to Legal Authorities

2nd Offense: 10 Days OSS, recommend for expulsion, report to Legal Authorities

3rd Offense: Recommend expulsion, report to Legal Authorities

Public Display of Affection:

1st Offense: 1 LDT

2nd Offense: 3 LDTs

3rd Offense: 1 ADT

4th Offense and subsequent offenses: 1 two hour Friday ADT up to 10 days OSS

Sexting and/or Possession of Sexually Explicit or Violent Material:

*This does not apply to staff approved curricular materials

1st Offense: 3 Days ISS, parent conference, confiscation of materials, possible report to Legal Authorities

2nd Offense: 3 Days OSS, parent conference, confiscation of materials, report to Legal Authorities

3rd Offense: 5 Days OSS, parent conference, confiscation of materials, report to Legal Authorities

Stealing (Larceny):

*If arrangements cannot be made for return or replacement, the case will be turned over to law enforcement officials.

1st Offense: restitution, 1-3 Days ISS, conference with counselor

2nd Offense: restitution, 3-5 Days ISS, report to Legal Authorities

3rd Offense: restitution, 3 Days OSS, report to Legal Authorities

Tardies:

6th: 1 LDT

7th: 3 LDTs

8th: 1 ADT

9th: 1 two hour Friday ADT detention

10+: 1 Day ISS, possible referral to Juvenile Office

Technology Misuse:

1st Offense: 1 ADT, possible loss of privileges

2nd Offense: 3 ADTs, possible loss of privileges

3rd Offense: 1 two hour Friday ADT, possible loss of privileges

4th and subsequent Offenses: Up to 10 days of ISS/OSS, possible loss of privileges

Threats, Intimidation, & Verbal Abuse of School Personnel:

1st Offense: 5-10 Days OSS, possible recommend for long term suspension or expulsion; report to Legal Authorities, Parent Conference

2nd Offense: 10 Days OSS, recommend for long term suspension or expulsion; report to Legal Authorities, Parent Conference

Tobacco Possession or Possession of and/or Use of Smoking Device or Smoking Paraphernalia:

*Products may include, but are not limited to, cigarettes, cigars, chewing tobacco, snuff, matches, lighters, e-cigarettes, nicotine vaporizers or other similar items and look-alike items.

1st Offense: 3 Days ISS, parent conference, product confiscated, report to Legal Authorities

2nd Offense: 5 Days ISS, parent conference, product confiscated, report to Legal Authorities

3rd Offense: 5 Days OSS, parent conference, product confiscated, report to Legal Authorities

4th and subsequent Offenses: 10 days OSS, recommend for long term suspension, report to Legal Authorities

Truancy:

1st Offense: 1 Day ISS, parent conference, possible referral to Legal Authorities

2nd Offense: 2 Days ISS, parent conference, possible referral to Legal Authorities

3rd Offense: 3 Days ISS, parent conference, report to Legal Authorities

4th and subsequent Offenses: 5-10 days ISS, report to Legal Authorities

Vandalism:

1st Offense: restitution, 3 Days ISS, parent conference, possible referral to Legal Authorities

2nd Offense: restitution, 3 Days OSS, parent conference, possible referral to Legal Authorities

3rd Offense: restitution, 5 Days OSS, parent conference, possible referral to Legal Authorities

Weapon Possession:

*Blackjack, bow and arrows, concealable firearm, explosive weapon, a firearm, a firearm silencer, a gas gun, a knife, knuckles, a machine gun, a projectile weapon, a rifle, a shotgun, a spring gun, a switchblade knife, martial arts items, ammunition, other weapon components, or any other dangerous instrument that has no other necessary use by the student, to school may be subject to one calendar year expulsion beginning the date of the offense.

1st Offense: 10 Days OSS with further review by Superintendent

Procedures and Consequences

Loss of Privileges (LOP)

Loss of privileges (LOP) may be used as a primary disciplinary measure as well as being used in conjunction with other disciplinary measures. LOP might include, but not limited to: attendance to school activities, i.e. dances, games, field trips, etc., incentive days, hall passes, pep assemblies, soda and snack machines, etc. *Any student receiving Out of School Suspension may also receive LOP in addition to their suspension for an indefinite period of time not to exceed the current school year.*

Lunch Detentions

***Lunch detentions will not be assigned at this time due to COVID-19**

Lunch detention may be assigned to a student for disciplinary purposes. Students assigned lunch detention will eat lunch in the ISS room under adult supervision.

After School Detention

After school detentions may be assigned to a student for disciplinary purposes. Students serving detention are expected to stay after school in a supervised setting. The students must have school assignments with necessary materials to stay busy during the detention. Failure to work at a level of progress sufficient to the proctor and/or sleeping during a detention may result in the student having to repeat the detention correctly. After school detentions will be for 50 minutes (3:05 - 3:55 pm). Friday two-hour after school detentions will be for two hours (3:05 - 5:05 pm).

ISS

Students serving IN SCHOOL SUSPENSION (ISS) are assigned to a room where they are isolated from their peers in a supervised setting. ISS students are required to work on assignments from their regular teachers and may receive full credit for completed assignments. They will also be required to complete any additional work assigned by their teachers. Excessive days of ISS or failure to follow ISS procedures may result in a student being suspended out of school.

OSS

A student that has been assigned their **first** Out of School Suspension (OSS) from Clinton Middle School will be allowed to make up work missed while on suspension for full credit. Any **subsequent** suspensions will require the student to complete community service hours in order to gain credit for work missed during the suspension.

In order to receive credit for course work while assigned OSS, the student must complete five hours of community service per day of OSS. (i.e. 5 days OSS would require 25 hours of community service). The location of a student's community service must be approved by administration in order to count towards the completion of the community service requirement. Upon completion of community service, teachers will be notified that the student may receive credit for course work during that period.

Community Service Standards

- Five hours per day of suspension.
- Approved by administration.
- Due the day the student returns to school to administration.
- Must be documented and signed by an observing adult.
- Students must write/type two pages before returning to school explaining what they have learned through their community service experience.
- *If a student chooses not to complete the necessary community service requirements, they forfeit the chance of receiving credit for work during the suspension.*

Homework

- School will gather homework and leave in office for guardian pickup within two days of the 1st day of suspension.
- It is the parent/guardian's responsibility to pick up homework.
- Teachers will supply additional work once initial work has been turned in for long-term suspension.
- Students may contact the teacher regarding questions associated with work or if additional work is needed. All staff information is located on the school website <http://www.clintoncardinals.org>

Arrival back to school

- Students must meet with Dr. Anthony and/or Ms. Paschall the morning they return to CMS.
- All homework given during suspension is due the day the student returns to school, zeros may be marked in the grade book for any missing assignments and any assignments submitted after the day of return from suspension.
- Teachers will be notified that the student may receive credit for course work during that period.

STUDENT PERFORMANCE EXPECTATIONS

****Students must receive at least 8/12 in each class to be eligible for incentive time on Friday****

STUDENT EXPECTATIONS	Exceeds Expectations (3) 0 redirects	Meets Expectations (2) 1 redirect	Needs Improvement (1) 2 redirects	Unsatisfactory (0) 3+ redirects
PREPARED AND READY TO LEARN	<p>Student is prepared and eager to learn: Come into class before the bell rings, materials are ready for class to begin, participates positively in classroom culture and lessons.</p>	<p>Come into class with supplies Follow classroom procedures without being told to-when the bell rings, during transitions</p>	<p>Student is frequently unprepared for class and not ready to learn</p>	<p>Student is usually unprepared for class and not ready to learn</p>
FOLLOWS TEACHER DIRECTIONS	<p>Student follows directions and engages in curricular instruction: Requires no redirects, is compliant in all aspects of the classroom environment</p>	<p>On task and engaged in learning Respectfully follows teacher directions</p>	<p>Student frequently does not follow directions and does not engage in curricular instruction</p>	<p>Student usually does not follow directions and does not engage in curricular instruction</p>
DEMONSTRATES RESPONSIBLE CITIZENSHIP	<p>Student displays behavior that is conducive to learning: Volunteers to help others when appropriate, Sets the example for other students in class</p>	<p>Respectful in words and actions- For others property For own property For themselves For others feelings and opinions Supportive and inclusive of others</p>	<p>Student frequently displays behaviors that are disruptive to learning</p>	<p>Student usually displays behaviors that are disruptive to learning</p>
FOLLOWS ACADEMIC EXPECTATIONS	<p>No late or missing assignments **If you are absent you have 2 days to complete work for each day absent.</p>	<p>No late or missing assignments</p>	<p>One missing or late assignment</p>	<p>Two or more missing or late assignments.</p>

Requirements for attending Incentive Time:

- Must earn at least 8/12 points from each teacher.
- No detentions, ISS, or OSS during the current week.
- No more than 2 absences or tardies.

Cardi Cash Incentive:

- Students that earn 8/12 points are meeting expectations and may attend the incentive time.
- For every point over 8, students earn one cardi cash.
 - 9/12= 1 cardi cash
 - 10/12= 2 cardi cash
 - 11/12= 3 cardi cash
 - 12/12= 4 cardi cash

STUDENT HANDBOOK AGREEMENT

I have received a copy of the Clinton Middle School Handbook for the 2020-2021 school year. By signing this agreement, I am stating that my parent/guardian and I have read the handbook and that I am agreeing to follow the rules and guidelines at Clinton Middle School. I understand that I will be held responsible for my behavior and will be subject to the consequences outlined in the handbook and the Clinton School District Discipline Code Book.

Student's Name: _____ Grade: 6 7 8

Student's Signature: _____ Date: _____

Parent/Guardian's Signature: _____ Date: _____

Cardinal Time Teacher: _____

Please return to the main office or your Cardinal Time teacher by Tuesday, September 8, 2020.