



DEAN L. SHIVELY MIDDLE SCHOOL

STUDENT HANDBOOK 2018-2019

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PERIOD	CLASS	TEACHER	ROOM
1			
2			
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6			
7			

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____

**DEAN L. SHIVELY
MIDDLE SCHOOL**



PRINCIPAL’S MESSAGE

Welcome to the 2018-2019 school year at Dean L. Shively Middle School! We are so happy to have you as part of our Saints family. We are extremely proud of the programs we offer our students and encourage you to make the most of your time with us.

This year promises to be filled with opportunities for learning. Our teachers, and support staff are the very best, and together we will work hard to help you be successful and achieve your goals.

It is our hope that you will learn to use this agenda effectively. Time management is a critical skill for success as a student and eventually as a professional in the workplace. Organize your days and weeks to stay on track, take advantage of all the school and community has to offer, and enjoy the experience along the way.

With hard work and commitment, anything is possible. We believe in you and look forward to supporting you in becoming college and career ready.

Dr. Elizabeth Evans
Principal

MISSION STATEMENT

It is the mission of the Valle Lindo School District that all students realize their maximum potential, empowering them to become challenged intellectually, physically fit, socially responsible and culturally sensitive.

GRADING SCHEDULE

Progress Reports Go Home

October 26 * January 25 * May 3

Report Cards Go Home

December 7 * March 8 * June 14

BELL SCHEDULE

Regular Day Schedule Grades 7 & 8

Period 1	8:00-8:47
<i>Break (8th grade)</i>	8:47-8:57
Period 2	8:57-9:45
Period 2	8:49-9:37
<i>Break (7th grade)</i>	9:37-9:47
Period 3	9:47-10:34
Period 4	10:36-11:23
Period 5	11:25-12:12
<i>Lunch</i>	12:12-12:52
Period 6	12:54-1:41
Period 7	1:43-2:30

Minimum Day Schedule Grades 7 & 8

Period 1	8:00-8:36
<i>Break (8th grade)</i>	8:36-8:46
Period 2	8:38-9:14
Period 2	8:46-9:22
<i>Break (7th grade)</i>	9:14-9:24
Period 3	9:24-10:00
Period 4	10:02-10:38
Period 5	10:40-11:16
<i>Lunch</i>	11:16-11:46
Period 6	11:46-12:22
Period 7	12:24-1:00

Regular Bell Schedule Grades 5 & 6

AM Block	8:00-11:00
<i>Break (Grade 6)</i>	8:15-8:30
<i>Break (Grade 5)</i>	8:25-8:40
PM Block	11:00-2:30
<i>Lunch</i>	11:30-12:10

Minimum Day Schedule Grades 5 & 6

AM Block	8:00-10:20
<i>Break (Grade 6)</i>	8:50-9:05
<i>Break (Grade 5)</i>	9:00-9:15
PM Block	10:20-1:00
<i>Lunch</i>	11:50-12:20

Dean L. Shively Middle School
A California Distinguished School

DRESS CODE

School uniforms are mandatory for the 2018-2019 school year.

*The purpose of the dress code is to enable students to concentrate on learning
and to provide a safe and orderly campus.*

Blouses/shirts - white, navy blue, or light blue

Solid color only - must have collar

Shirts worn underneath must also be solid uniform color (if visible)

Pants/shorts – navy blue

Solid color only

Corduroy and cotton are acceptable. Sweatpants and jeans are not acceptable. Cargo pants, pedal pushers and capri pants are not allowed.

Dresses, skirts, jumpers - navy blue (solid color) or dark green plaid with yellow and red striping

Jackets/sweaters - navy blue, dark green, white, or light blue

Solid color only, no logos or designs of any kind.

Other school dress:

- Shoes must be worn at all times. A substantial sole is required. No flip flops, sandals or slippers. Exception: sandals with heel straps and covered toes are allowed.
- Shorts and skirts are not to be more than three (3) inches above the knee.
- Exaggerated or distracting hairstyles such as: Mohawks, fauxhawks, spikes, shaved lines or patterns, dyed or bleached hair are not permitted.
- Hats or caps may not be worn without the express permission of the principal.
- Gang emblems of any kind will not be allowed.
- Earrings or other jewelry, which may present a safety hazard, are not suitable for school wear. No facial jewelry other than earrings is permitted.
- Baggy pants are not allowed. Pants must be secured at the waist as not to slip down below the waist, and shirts must be tucked in. Shirts and blouses are to fully cover the stomach area.
- Chains, spikes, headbands, bandanas, long dangling belts, or gang paraphernalia are not permitted.
- Although students are discouraged from wearing make-up, it is permitted in moderation and is limited to 7th and 8th grade girls. Make-up is not to be applied in the classroom at any time.

It will ultimately be at the discretion of the school district's administration to determine if student dress is appropriate and conforms to the district standards.

Dean L. Shively Middle School
A California Distinguished School

Standards of Behavior

In order to maintain a respectful, safe and orderly campus, students are expected to obey the following Standards of Behavior:

1. Students are expected to show courtesy and respect for each other and all school personnel.
2. No fighting is allowed at school. Any student involved in a fight will have his/her parents contacted and may be suspended or expelled.
3. Abusive language, profanity, bullying and/or harassment of any kind are not allowed.
4. Littering or defacing of school facilities or property is not allowed. Parents will be billed to reimburse the cost of repairing damages caused at school by their children.
5. Rough games, horseplay, tackle football, piggy-back rides, climbing on furniture, buildings, fences, etc., is not permitted.
6. Playing is not allowed in designated areas including: hallways, between wings of buildings, while in line, restrooms, or lunchrooms. The playground is the designated area for student play.
WALK IN HALLWAYS AT ALL TIMES!
7. Bikes must be walked on campus and parked in the designated areas. All bikes **MUST** be locked.
8. Students must stay out of areas designated for faculty use only.
9. Students must comply with the Dress Code Policy.
10. Gum or sunflower seeds are not allowed on school property.
11. Students may not be out of class without a hall pass and permission of the teacher.
12. Skateboards, roller skates, and roller blades are not allowed on campus.
13. Gambling games are not allowed.
14. Mp3 players, toys, etc. are not allowed.
15. No toys and/or games are permitted on campus.
16. Personal property is not to be brought to school unless it is intended for instructional purposes and has been pre-authorized by the principal. The District assumes no responsibility or liability for property belonging to students. Any item labeled “**keep out of the reach of children**” is prohibited, including: markers, glue, white-out, and medication.
17. Matches, caps, or fireworks of any kind are not allowed.
18. Weapons of any kind, knives, sharp instruments, guns, sling shots, **and/or** imitation weapons, guns or knives are strictly prohibited. Dangerous objects such as laser pointers, laser pens, or any stun devices are not allowed.
19. Alcoholic beverages, tobacco products, or drugs will not be permitted on campus.
20. Animals of any type are not to be brought to school without the prior consent of the teacher, and then only if properly caged. No animal is to be kept in the classroom for more than one week.
21. Food or drinks may not be taken out of the lunch area except to a specially designated place as approved by the principal.
22. There is to be no eating or drinking in the classrooms unless it is a designated party time and/or authorized by the teacher.
23. Students will not be permitted to leave school grounds during the instructional day unless an authorized parent/guardian comes to school and signs the student out.
24. Students are to do homework as assigned.
25. Students are not to **cheat** on any school assignments or tests. All students are to do their own schoolwork. Students may be failed for cheating.
26. Students will be allowed to call home only in cases of emergency. Calling parents to bring homework or for permission to stay at a friend's home are not considered emergencies.
27. Cell phones must be powered “off” while on campus. (Silent mode is not adequate.)
28. Engaging in “sexting” or any other inappropriate use of electronic devices (cell phones, computers, etc.) including cyber bullying is not permitted.

Dean L. Shively Middle School

Home of the Saints

BEHAVIOR CONSEQUENCES

School consequences for inappropriate behavior may include, but shall not be limited to:

- Parent conference
- Loss of privileges
- Modified instructional program/behavior contract
- Detention
- Suspension
- Expulsion

SUSPENSION / EXPULSION FROM SCHOOL

Students are responsible for their actions and behavior while on school grounds, while going to or coming from school, during lunch period or at any school sponsored activity. **Education Code 48900** requires suspension or expulsion from school for any student who:

- (a) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (b) Possessed or sold any firearm, knife, explosive or other dangerous object.
- (c) Unlawfully possessed, used, sold, furnished or had been under the influence of any controlled substance.
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance.
- (e) Committed robbery or extortion.
- (f) Caused or attempted to cause damage to school property.
- (g) Stole or attempted to steal school property or private property
- (h) Possessed or used tobacco, or products containing tobacco
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed, offered, arranged or negotiated to sell any drug paraphernalia.
- (k) Disrupted school activities or otherwise willfully defied valid authority of school personnel engaged in the performance of their duties.
- (l) Knowingly received stolen property.
- (m) Possessed an imitation firearm.
- (n) Committed or attempted to commit a sexual assault or committed a sexual battery.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding. **Harassment of another person includes: sexual harassment, bullying, threatening, or intimidation.**
- (p) Unlawfully offered, arranged to sell or sold the prescription drug Soma.
- (q) Engaged in hazing
- (r) Engaged in any act of bullying.

The Education Code 48900(v) further provides that a superintendent or principal may use discretion to provide alternatives to suspension or expulsion, including counseling or anger management programs.

PROMOTION / RETENTION

The Valle Lindo School District Board Policy 5123 defines the criteria by which a student may be promoted or retained for grades K-8. Eighth grade graduation criteria include the following:

1. No "F" grade average for the year in any subject.
2. A combined Grade Point Average of 1.50 (or higher) for the year.

******To be eligible to participate in the 8th grade promotion ceremony, activities, and field trip, students must have successfully met the criteria stated in numbers 1 and 2 above, and maintained acceptable behavior throughout their 8th grade year.***

Valle Lindo School District Technology Use Contract

Acceptable Use Agreement

Computers and the Internet are found in every classroom, computer lab, and library media center. Students are to use computers for school projects and research. Teachers will help students learn to use computers and the Internet properly so that they will be prepared for the future. The Valle Lindo School District will work hard to protect students from any dangerous or inappropriate material found on the Internet. It is the student's job to use the computer properly and responsibly. Students must report any vandalism or dangerous and inappropriate material found on the Internet to their teacher or school employee.

Terms and Conditions of This Contract

I. Personal Responsibility. *I know that the computer must be used correctly.*

- A. I know that school rules must be followed on the computer network.
- B. I know that if anything is not right or makes me uncomfortable, I will tell the person in charge.
- C. If I find something that is not appropriate on the Internet, I will leave it right away and tell an adult.
- D. I understand that all the rules described in the discipline policy apply when I am using the computer and/or the Internet.

II. Acceptable Use. *I understand that computers should be used for learning, research and creating classroom projects.*

- A. If I copy anything from the Internet or software program and paste it into my project, I will give credit to the author.
- B. I will follow the rules of the network.
- C. I will NOT participate in Chat Rooms while I am at school.
- D. I will not try to buy, sell or advertise anything on the school network.
- E. I understand that the computer belongs to the school district and I will not change the way the computer desktop looks or works.
- F. I will not download any commercial software from the Internet.

I understand that if I use information from the computer or the Internet incorrectly, I may be breaking the law. If I do this, I could be suspended from school and could be subject to other disciplinary and/or legal action.

III. Network Etiquette and Privacy. *I will follow school rules and use manners when using the computer and the Internet. Some rules are:*

- A. Use the computer and the Internet for classroom projects or research.
- B. Respect other students' work on the computer. Do not change or remove another student's work from the computer.
- C. Only use e-mail with my teacher's permission;
- D. Take care of the computer and any other equipment as if it belonged to me.

IV. Services. *Valle Lindo School District has no control over the Internet. Teachers and staff will work with students to protect them from inappropriate material on the Internet. They will also teach students how to save and protect their work so that they are successful computer-users.*

V. Vandalism. *I will not harm or change the computer hardware, software, student work or messages belonging to others.*

VI. Privileges. *Using the computer network is a privilege I must earn and keep. If I don't use the computer correctly, I will face disciplinary action and my parents will be notified.*

Academic Language Scripts for Structured Discussions

To Introduce the Topic of Discussion Point

- One thing I found interesting was. . .
- In paragraph _____ of (article name) it says . . . which made me think . . .
- I noticed that . . .
- I was surprised by the statement in paragraph _____ saying . . . because. . .
- I didn't understand the statement in paragraph _____ about . . .

Clarifying

- Could you please explain what _____ means?
- What did you mean when you said. . .?
- Can you tell us where in the text you found your information?
- If I understand you correctly. . .
- **So**, your main point is . . .

Probing for Higher Level Thinking

- I understand . . ., but I wonder about . . .
- How does this idea connect to . . .?
- How are _____ and _____ similar?
- Why is _____ important?
- How does this idea connect to . . .?

Building on What Others Say

- I agree with what _____ said because . . .
- That's an interesting idea. I wonder. . .? OR I think. . . OR Do you think. . .?
- I thought about that also and I'm wondering why . . .?
- That's an excellent point and I would add. . .
- You bring up an interesting point, and I also think . . .

Expressing an Opinion

- I think that . . . What do you think?
- I predict that . . .
- It seems to me that . . .
- In my opinion . . .
- Not everyone will agree with me, but . . .

Disagreeing

- I don't really agree with you because. . .
- I see it another way. I think . . .
- My idea is slightly different from yours. I think that . . .