

DELTA MIDDLE SCHOOL: Student Handbook

2021-2022

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Welcome to Delta Middle School! We are anticipating an excellent year and look forward to our association with students and parents. Our mission at Delta Middle School is to create a safe and engaging learning environment that challenges all students to perform at their highest potential. We are committed to the students we teach. Our goal is to help students learn and grow to become responsible, contributing citizens in our school community and productive members of society.

To make this year successful it is important to know and understand the school expectations, rules, and procedures. We ask that students and parents read this handbook carefully, as students will be expected to follow the policies and procedures as outlined. The administration, faculty and staff wish you an outstanding year.

ACADEMIC EXPECTATIONS

Academic Grading

Students and parents may look up grades on PowerSchool or Canvas. Report cards are issued each quarter and can be viewed on PowerSchool. If you have a concern about your child's grade, please contact your child's teacher. Teachers will provide students with a copy of their class syllabus at the beginning of the year/semester. The syllabus will outline each classroom's set of academic and behavioral expectations.

DMS Grading Scale	
A	94 - 100
A-	90 - 93
B+	87 - 89
B	83 - 86
B-	79 - 82
C+	75 - 78
C	71 - 74
C-	67 - 70
D+	63 - 66
D	59 - 62
D-	55 - 58
F	54 and below

Achievement Activities

Students must meet the following criteria to attend the achievement activity.

- All passing grades: past and present.
- Citizenship grades must be Honors “H” or Satisfactory “S”. Students with “N” Needs Improvement or “U” Unsatisfactory will not be allowed to attend the activity.
- All fees and fines must be paid.
- Good behavior in the halls/lunchtime/recess.
- The teachers/administration will have final determination for attendance to achievement activities. Students who have had recent disciplinary issues that have been referred to the office will not be eligible for the Achievement Activity at the end of the current quarter.

Educational Program of Studies

6th Grade Courses

Required Courses: Mathematics, Language Arts, Science, Social Studies, Fine Arts.

7th/8th Grade Courses

Mathematics	2.0 Credits
Language Arts	2.0 Credits
Integrated Science	2.0 Credits
Social Science (History)	1.5 Credits
Fitness for Life (PE)	1.0 Credit
Career and Career Awareness	.5 Credit
Fine Arts (Art, Music, Drama, Dance)	1.0 Credit
Health	.5 Credit
Digital Literacy	.5 Credit
Electives	3.0 Credits
Total Credits Required	14 Credits

Individual Education Plans may allow for waivers of the above requirements

Action Plan for Credit Recovery

Students who fail any class, will need to make it up. If a student earns a failing grade, he/she and their parent, will need to meet with the teacher/school counselor to determine how to make up their grade. Students will not be allowed to participate in any school activities until the failing grade has been made up.

***Failing grades that are made up after the quarter ends will be changed to a D-.

ATTENDANCE

Attendance

We believe attendance is extremely important. Frequent absences of students from the day-to-day classroom experiences disrupt the instructional process. The benefits of instruction, once lost, cannot be entirely regained. The process of education requires a continuity of instruction, class participation, learning experience, and study.

We ask that parents communicate with the office/teachers if their child is sick. Each teacher will provide students with a class syllabus that explains classroom procedures dealing with illness and make-up work. Students are responsible for obtaining and completing assignments when they are not at school. **The office will not gather homework, it is best for the parents and students to communicate directly with the teacher through email.**

Check-In/Check-Out

- Check-In: Students are required to check in at the office if they are late to school.
- Check-out: For the protection of our students, Delta Middle School is a **CLOSED CAMPUS**. This means that no student may leave campus without permission from the office. All adults need to check in at the office. If a student is to leave the campus for a doctor appointment or other necessary appointments, **written permission** from parents is required. If a student becomes ill during the day, parents will be contacted to pick up the sick or injured student. No guests will be allowed to remain at school with a DMS student.

Tardies

Tardies may reflect on a student's citizenship and academic grades. Being on time to class is an important habit to get into. It is a way of showing respect and responsibility. If the student is not in their assigned seat at the time of the late bell, the student is tardy. Students will be allotted 4 tardies for the entire school year for first period only. Except for the four allotted tardies in first period, (one per quarter) students will be responsible to keep track of the tardies they have and visit with the teacher to make up their tardies. Tardies that are not made up will affect the student's citizenship grade. Tardies that are not made up will contribute to the student's citizenship grade using the following criteria.

- 0 Tardies- Honors
- 1 Tardy- Satisfactory
- 2 Tardies- Needs Improvement
- 3+ Tardies- Unsatisfactory

Excessive tardies will result in disciplinary action. Consequences may include structured lunch, in-school suspension, parent conference, disciplinary contract, or a referral to Truancy Support. Being late to a class by 10 or more minutes will be considered an unexcused absence.

DMS 2021-2022 Bell Schedule

6th		7th/8th	
1st	8:10 – 8:58	1st	8:10 – 8:58
2nd	9:03– 9:51	2nd	9:03– 9:51
3rd	9:56 – 10:55	3rd	9:56– 10:44
Lunch	10:55-11:25	4th	10:49-11:41
4th	11:30 – 12:07	Lunch	11:41 – 12:12
5th	12:12 – 1:00	5th	12:12 – 1:00
6th	1:05 – 1:50	6th	1:05 – 1:50
7th	1:55 – 2:40	7th	1:55– 2:40

BEHAVIOR AND CITIZENSHIP

Student Responsibilities

All students are expected to follow the rules and regulations of the Board of Education, the school administration, and the teacher. Students are required to be courteous and polite and contribute to a good school climate. Students at Delta Middle School are expected to respect themselves and others. The following rules have been established by a committee of students, parents, and school personnel. (Millard School District Policy 6100) Students and parents should acquaint themselves with the guidelines established in order to help facilitate the smooth flow of the school.

DMS students will show respect and concern for self and others by:

1. Using appropriate verbal or nonverbal language. No intimidating, abusive or obscene language, gestures, notes or clothing will be tolerated at DMS
2. Speaking respectfully. Students should address all staff members by their proper names and titles.
3. Honoring appropriate requests from staff and other adults.
4. Displaying non-disruptive behavior. Students will not be allowed to exhibit behavior that infringes on the rights of other students to learn.

5. There will be no bullying, hazing, cyber bullying, harassments, tackling, tap-outs or retaliation at DMS. Zero tolerance will be given to any student displaying such traits. Students will have the opportunity to report bullying issues by:
 - a. Reporting issues to a teacher.
 - b. Reporting issues to the counselor or administration.
 - c. If students wish to remain anonymous, a form can be filled out and placed in the Bully Box in the counselor's office.
 - d. Parents are invited to visit with teachers or administration to address any concerns.
6. Refraining from the possession or use of tobacco, e-cigarettes, alcohol, or drugs. In addition, lighters and matches will not be permitted at school.
7. Refraining from bringing any weapon to school. Pocket knives, look alike weapons, or toy weapons are also not appropriate to bring.
- 8. Adhering to the guidelines of the Millard School District dress code policy.**
9. Treating school property with respect. We have a beautiful school and will not tolerate any vandalism to the school, school grounds or school property.
10. Being attentive in class, listening while others speak, staying in seat, etc.

Consequences for breaking rules may include the following:

- Reprimand by teacher
- Teacher referral to the office
- Notification of parents/parent conference
- Suspension
- Expulsion from school

Citizenship Grade/ Work Habits

Delta Middle School students are expected to turn in quality work, on-time, every day. This will develop strong work habits in preparation for further schooling and life. To hold students accountable for developing behaviors and habits leading to success in school and to create a positive academic learning environment, each student will receive a citizenship grade in every class each quarter.

Citizenship Rubric grades will be issued to students in each class period based on the following rubric:

- Honors (H) Student follows school-wide and classroom expectations and goes above and beyond to show respect for self and others.
- Satisfactory (S) Students follow school-wide and classroom expectations.
- Needs Improvement (N) Student follows school-wide and classroom expectations with prompting.
- Unsatisfactory (U) Student does not follow school-wide and classroom expectations even with prompting.

Electronic Equipment

Students may use their electronic devices before school, during class break/lunch and after school.

However, these devices are not allowed during class time unless directed otherwise by the teacher.

Students must act responsibly with all electronic devices. (If students abuse these privileges, our school policy may be revised anytime during the school year) Students are not allowed to 1) take pictures/videos

of other individuals in the school, 2) take pictures of tests or assignments without permission of the teacher, and 3) Use electronic devices to bully/harass any individual at school during school hours. (In addition to the school wide policy, teachers may create their own classroom policy regarding electronic devices). Depending on the severity or misuse one or more of the following consequences may occur:

- **1st offense:** Device will be taken, and students may pick it up after school.
- **2nd offense:** Device will be taken, and PARENT/GUARDIAN must come to school to pick up the device.
- **3rd offense:** Device will be taken and remain at the office or Millard School District until the end of the school year.
- If additional behavior problems arise due to the device being taken, the student may also be subject to additional disciplinary actions.
- **If an electronic device is stolen or lost at school, it is not the responsibility of the school to find it.**

Student Dress

The dress policy of the Delta Middle School is consistent with the published policy of the Millard School District. Students who do not adhere to the dress code policy will be asked to change or call home for a change of clothing. The following standards apply to all students:

1. Students must dress safely and in good taste.
2. Hats are not allowed within the building except as part of an approved school activity.
3. Shoes must be worn; bare feet are prohibited.
4. All shirts must have sleeves that cover the shoulders.
5. Shorts and skirts may be worn to school. However, shorts, skirts and dresses must be the length of one's fingertips when the arm is at his/her side.
6. Clothing exposing any part of the torso such as halters, midriffs will not be allowed.
7. Clothing that is distracting, vulgar, offensive, or in poor taste will not be allowed.
8. Clothing that has excessive rips, frays, or tears is prohibited. If there are frays above the length of the fingertip, appropriate undergarments, such as spandex, must be worn.
9. Clothing advertising any illegal behavior is prohibited. (i.e., alcohol, drugs, tobacco, sexual innuendos, etc.)
10. No gang type clothing will be worn to school. (See Safe School Policy - JFC - page 10-11) Any clothing with symbols of violence will not be allowed. (i.e., trench coats, bandanas, hanging belts as flags, etc.) Gang symbols will not be allowed on clothing, notebooks, or any other possessions at school. Any person placing such markings on school grounds will be dealt with according to the Safe School Policy.

PARENT INVOLVEMENT

Parent involvement in education is one of the greatest factors in predicting the success of students. Parents can help students be successful by providing a positive learning environment in the home. Helping students understand the value of being responsible for their work, their successes, and their mistakes, will help them prepare to face the challenges of the world. Parents can help their students succeed at Delta Middle School by doing the following.

- Parents have a responsibility to see that students attend school regularly and on time.
- Check grades regularly using the PowerSchool or Canvas app. It is recommended that parents use the PowerSchool app to receive daily or weekly notifications regarding their child's performance.
- Keep all records up to date including phone numbers, address, name change and health records.

Communication with teachers and faculty

If a parent/guardian has questions or concerns regarding their child's academics or behavior, it is recommended that parents contact the teacher first. The quickest way to contact a teacher is through their email which you can access through the PowerSchool app or at <https://millardk12.org/dms/>. Appointments can be scheduled before or after school or during teacher preps when time allows. Please do not approach teachers during school hours without a scheduled appointment as teachers are teaching and monitoring students. If there are still concerns after contact is made with the teacher, please contact the administration.

Visitors

Our school security system keeps our doors locked at all times. If a parent/visitor would like to enter the building there is a check-in feature located by the front entrance, which allows our visitors to use the call button to speak with office personnel and receive permission to enter the building. Once permission is given, the front door will be opened for only a few seconds to allow the visitor to enter the building.

Legal Custody

A legal document is required to support any question of custody between divorced or separated parents. Unless the administration is informed otherwise, both natural parents are considered to have the right to request early dismissal of a student or take a student from the school premises.

GENERAL INFORMATION

Cafeteria

- Breakfast will be served from 7:45-8:05.
- Food and beverages are not allowed outside of the cafeteria.
- Students may not bring food into the school /cafeteria from outside vendors.
- Backpacks/sports equipment will not be allowed into the cafeteria. These items must be left in the student's locker.
- Because Delta Middle School is a closed campus, no student will be allowed to leave campus for lunch elsewhere unless **picked up and returned** to school by parents or guardians. If the student goes home on a regular basis, the office must be informed. **Students may not take friends home for lunch with them.**

Food and Drink:

Food and beverages should be consumed in the lunchroom only, and are NOT ALLOWED in the halls, lockers, or classrooms of the building.

Hallways: All students are required to stay in the hallways designated for their grade. Homeroom teachers will go through this information on the first day of school. Students must adhere to these rules before school, during school including class break/lunchtime, and after school. During lunch recess, students are not allowed to linger in the hallways. All students need to eat lunch and then go outside or into the library to work on homework/read. In case of bad weather, the gym will be open. Students are not allowed into the gym unless a teacher or faculty member is supervising in the gym. The gym is not open for student use before school. When students arrive at school, they need to go directly to the correct hallways assigned, without lingering in hallways they should not be. Failure to comply with hallway/gym rules will require disciplinary action and loss of student privileges.

Locker:

Lockers are school property and are assigned to students as a courtesy and convenience. Lockers should never be shared, and **combinations must be kept private**. Students will not be assigned new lockers or combinations during the school year. Students should take great care to keep combinations private. If security becomes a problem, the student will need to carry possessions in a backpack. No stickers should be placed on lockers at any time. Students have the responsibility of keeping their lockers clean and neat both inside and out. No food is allowed in lockers. Water bottles are allowed but need to have a secure cap on them.

Lost or Damaged School Items:

Please contact your teacher and the office regarding the loss of textbooks, media books, workbooks, or other such items belonging to the school. A replacement fee will be assessed. In the event of damaged property, a minimal fee will be charged.

Medication:

School personnel **MAY NOT** administer any form of drugs or medication without the express consent of **parent or guardian and physician**. Aspirin or Tylenol cannot be dispensed through the office. If medication must be given to students, please come to the school and complete the necessary request forms for the dispensing of drugs or medication by school personnel. These forms must be filled out at the beginning of each school year. School personnel shall give emergency aid as needed for students who become ill or injured during the day. All parents should fill out and sign the Emergency Medical Consent form that is included with registration as soon as possible.

Phone Permission:

Phone Permission to release students from school or to allow them to leave campus with adults other than a parent or guardian will be given **ONLY** in extreme emergencies.

Physical Education:

All students are expected to participate in Physical Education classes. A note from home is adequate for temporary exclusion. Permanent exclusion requires a written request from a physician. Swimming may be included as part of the PE program. Swimsuits must be modest. No purchase of treats will be allowed at the swimming pool. Seventh and eighth grade students are required to dress in teacher designated gym attire (shorts, tops and gym shoes) and are encouraged to shower after physical education activities.

PowerSchool Announcements/Notifications:

Power Announcement will send messages regarding school information to those parents who are set up to receive such messages. If you, as a parent, are set up to check grades in Power School you can choose the option to receive these announcements/notifications. This system is very helpful in keeping the lines of communication open between home and school. We encourage all parents to set up this feature on your PowerSchool account. If you have any questions about how to set this feature up, please contact the office for assistance.

Skateboards:

Skateboards, hoverboards, scooters, rollerblades, or heellies are not allowed at DMS. They are not to be used in the school or on the grounds at any time.

Telephone Use:

Students are not called from class to the telephone except in emergencies. Please make prior arrangements for pick-up and after school activities before your student leaves home. Office phones are available on a limited basis for student use, but only after obtaining permission from a staff member.

Vandalism/Care for the School:

All students are expected to show care for the school and facilities. While accidents inevitably occur, if they are not reported, they become vandalism. **Any student who intentionally or unintentionally causes damage to the school will be referred to juvenile court for vandalism unless the damage is reported to the office by the student responsible.** Any student who is aware of vandalism may be subject to school discipline if they do not report such acts to school personnel. Cleaning of gum has become a major school expense. Any gum placed on carpets or school furniture will be dealt with as an

act of vandalism. Such acts are not necessary and can be avoided with minimal effort on the part of the student.

Delta Middle School adheres to all policies and guidelines which have been adopted by the Millard School District Board of Education and may not be listed in this handbook. This includes all parts of the Safe School Policy. All District policies are available for your examination in the office at the Middle School or online at www.millardk12.org.