

Mountain View Middle School

Student Handbook

2020–2021

Mountain View Middle School

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The policies, procedures, and expectations in this handbook have been established for your benefit and safety. Please read them and abide by them. We hope that your learning experience at MVMS will be productive and rewarding. Have a great year!

School Mascot: Bears

School Colors: Blue, White, and Silver

School Grade Levels: 7 and 8

Student Population: 600

1

¹ Updated 6/22/20



Dear Students and Parents,

We have missed you more than you know! Last year did not go according to plan and we cannot wait to see you again. Hopefully, COVID-19 will leave us alone this year.

I want to welcome our new and returning students to Mountain View Middle School. I'm excited about the 2020-2021 school year that we will have together, and I know that it will be filled with lots of learning and fun.

This handbook contains essential information regarding our school and school rules as well as important district policies. Our priority is to maintain a safe and healthy school environment for all students. In order to do this, we ask that you carefully read the handbook and clearly communicate the academic standards and behavior expectations with your child; for the success of all students, it is important that your child clearly understands expectations and potential consequences.

At Mountain View Middle School, we aspire to be a family of learners that respects and cares about one another. In this environment, with this commitment to one another, we can accomplish more collectively than we could have done independently. I'm glad that you are a part of the MVMS family, and I know that each student will have a terrific educational experience this year. Please don't hesitate to make an appointment, stop by, or call if you have any questions or concerns.

Sincerely,

Wes Jensen

Principal

Mountain View Middle School

SET YOURSELF UP FOR SUCCESS!

We encourage students and parents alike to use the MVMS Student Handbook as an important tool to promote success. Many questions can be answered by referring to the Student Handbook.

Develop Good Study Habits

Attitude is Everything

1. Plan for a study time and place each day.
2. Communicate with teachers using a planner, email, phone, or in person.
3. Think positively!
4. Set some goals and keep them in mind.
5. Eat BREAKFAST! This helps you focus and do better in school. Eat at school if time is a problem.
6. Be physically active, through aerobic exercise 20–30 minutes daily, 3 times per week. Exercise keeps your mind and body working well, improves sleep, energy levels, self-image, muscle tone, and appetite. Exercise helps you cope with stress and feel more relaxed and less tense.
7. Use time wisely. Plan for deadlines. Don't wait until the last minute when a project or assignment is due.
8. Stay home when you are sick.
9. Break assignments into small parts.
10. Don't let yourself be distracted.

Student Responsibility

Stay in touch with your grades and teachers through Infinite Campus. This is a web-based site where students can access information about grades/attendance. Your student ID and password should be kept confidential. Please contact the main office if you have questions regarding how to access Infinite Campus, including obtaining or resetting your password.

Parent Responsibility

The staff at Mountain View Middle School is dedicated to helping students succeed in their education and is willing to do what is necessary to ensure student progress. We also recognize the importance of parent/guardian involvement in the education of students. Mountain View Middle School has the following expectations of parents/guardians:

1. Make sure your student attends school regularly.
2. Check in with your student's teachers (by phone or email) on a regular basis to access grades, performance on assignments, and behavior. **You can also do this through Infinite Campus.**

Working together we can help our students be completely successful in school.

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Attendance

Please see Board Policy #522F2 – District Discipline Policy Handbook

Students are expected to attend school every day. In order to earn credit, a student must be in class a minimum of 90% of the days of the grading period. MVMS runs on a trimester grading period. **Students who miss more than six days in a trimester in any class will not receive credit in that class and will need to appeal for credit at his/her school.** Students can earn back credit in the following way:

- a. Appeal for Credit – Students and parents can request a Credit Appeal Form from the MVMS administration. Students/Parents will use the form to explain the reasons for the absences, how attendance or behavior has changed, actions taken, and why credit should be granted. A credit appeal committee consisting of a building level administrator, a counselor, an attendance officer, and teachers will review the application and make a decision. If credit is denied, the student may ask the committee for a face-to-face hearing to appeal the denial. All decisions of the committee are final.

Students may be referred to the Bingham County Prosecutor's Office for excessive tardies or absences.

Definitions of Absences

- a. **Absences** can be due to illness, doctor and dentist appointments, funerals, school functions, pre-excused absences etc. Students are expected to make up all possible graded assignments within a reasonable length of time after an absence. Failure to do so will be reflected in the grade the student will receive for that grading period. (Refer to MVMS Incomplete Grade Policy on page 24.)
- b. **Pre-excused absences** are absences of five (5) or more consecutive days away from school. These must be pre-arranged with the administration or designee in order for the student to receive class assignments and homework prior to the absence. Students are required to turn in their assignments when they return to school.
- c. **Truancy** is an absence without permission from the parent/guardian or the school. A truancy will also result in a major discipline referral.

Emergency School Closure: It may become necessary during inclement weather for Blackfoot School District to cancel school. If the decision to cancel school occurs during the school day, the media will be contacted and public announcements will be made so that parents may be alerted. If the decision is made in the morning, prior to school starting, the information can also be obtained on the radio, TV, or the MVMS Facebook page. **Parents - please make arrangements for your children's safety in the event they are released and sent home from school early.**

Make Up Work: Students are allowed and encouraged to make up homework when they have missed school for either an approved, pre-excused or for an excused absence. Students will be allowed to make up work in accordance with MVMS department guidelines.

Participation at School Activities: Students who are absent from school the day of a school-sponsored activity **will not** be permitted to participate in any school-sponsored activity, perform in any performance, or play in any game or athletic contest held during the school day or evening. Students who have pre-excused absences for doctor or dental appointments are exempt from this policy.

School Hours: The normal school day for students is from 8:20 a.m. to 3:50 p.m. Monday through Thursday. There is no school on Fridays. Students are encouraged **NOT** to come to school prior to 8:10 a.m. and should leave the building by 4:00 p.m., because supervision is not provided before or after those hours. **ONLY** those students who are involved in extracurricular activities or who are receiving help from a teacher will have permission to remain at school after school hours.

Monday Bell Schedule

Tech Check Out (7 th Hour)	8:15 – 8:22
1 st Period	8:25 – 9:25
2 nd Period	9:30 – 10:30
3 rd FLEX	10:35 – 11:00
7 th Grade Lunch	11:00 – 11:30
4 th Period (8 th Grade)	11:05 – 12:05
4 th Period (7 th Grade)	11:35 – 12:35
8 th Grade Lunch	12:05 – 12:35
5 th Period	12:40 – 1:40
6 th Period	1:45 – 2:45
7 th Period	2:50 – 3:50

School Visits: Parents/guardians of students who attend Mountain View Middle School may visit the school by securing a Visitor’s Pass from the main office. Visitors are expected to abide by all rules and regulations while they are visiting. **Students from other schools are not allowed to visit or attend class with MVMS students.**

MVMS Tardy/Truancy Procedures

Students are expected to be on time to class, and prepared, and ready to work when the tardy bell rings. There is a five minute period between each class to allow students time to travel to the next class. Music plays for four minutes, then turns off, which serves as a one-minute warning before the bell. All teachers will close their doors when the bell concludes.

- Any student not in the classroom before the doors are closed is considered tardy and must report to Room 308 for a tardy note.
- Students reporting to school late must check in with either the front office if they have an excuse note or to Room 308 if the tardy is unexcused.
- Students who are later than twenty (20) minutes to class are considered absent.
- Excessive excused check-ins will be addressed by the trackers/administration.
- Missed detentions may result in double the detention time
- If a student continues to miss detentions, he/she may be suspended.
- **Truancy Referral** – Students may be referred to the Bingham County Prosecutors office for excessive tardies and/or absences.

Consequences for Unexcused Tardies

# of Total Tardies Per T	Consequence	Referred to
1 and 2	Student is warned, reads and signs the policy showing he/she understands what is expected of him/her.	Student Advocate
3	3 days morning or lunch detention. Student phone call to parent/guardian. Parent is notified that on the next tardy he/she will need to sign attendance contract.	Student Advocate
4	4 days additional morning or lunch detention. Parent required to sign a contract regarding tardy/lateness to school. Student serves 1 morning or lunch detention if student does not return signed contract within 3 days.	Student Advocate
5	5 days additional morning or lunch detention. Parent is contacted.	Student Advocate
6	6 days additional morning or lunch detention. Parent is contacted.	Student Advocate
7	Parent, student, administrator meeting. Student is assigned seven morning/lunch detentions or 1 day of in-school-suspension (ISS).	Administration

# of Total Tardies Per T	Consequence	Referred to
8	Administrator's discretion.	Administration

Periodic hall sweeps may be conducted by administration; students caught in hall sweeps may be assigned 2 lunch detentions.

If a student fails to attend a detention, 2 additional detentions will be added to assigned days. Continued failure to attend may result in in-school-suspension.

Consequences for Truancies

Truancy	Consequence	Referred to
Single-Class Truant	Five days of lunch detention for first offense. Parent contact made and student meets with administration. Further incidents will result in further consequences.	Administration Attendance Student Advocate
All-Day Truant	In- or out-of-school suspensions possible. Phone call or meeting with parent(s), referred to conference with counselor. Possible assignment to Saturday School.	Administration Attendance Counselor
Continuously Truant	Referral to Truancy School or Truancy Court.	Administration

Counseling

Counseling Services: Counseling services are available to all students, their parents, faculty, and staff members. The intent of these services is to help each individual achieve better self-understanding, reach his/her highest potential, and make effective social adjustments.

Mountain View Middle School's counselors are Penny Pattee and Rishay Ackley

Procedures to See a Counselor: In order for a student to meet with a counselor the following procedure should be followed:

1. Stop at the counselor's office between classes or before or after school to sign up.
2. Make sure you give yourself enough time to get to class on time after you sign up. **Do not expect an excuse slip from the office.**
3. **If the counselor is busy and the student elects to sit in the office, thus missing class, they will be marked truant. Students will not be given an excuse slip from the office or from a counselor.**
4. If there is an emergency situation that must be taken care of prior to the end of the school day and the counselor is not available, the student should talk to one of the administrators, the resource officer, or a school secretary, who will alert the counselor.

Extra-Curricular Activities (Athletics, Music, Gifted and Talented, Honor Society, etc.)

Mountain View Middle School belongs to the Upper Snake River Valley Conference and abides by its rules and regulations. Participation may also require approval by school administration.

Coaching Staff:

CROSS COUNTRY	-	Dennis Hansen
VOLLEYBALL	-	Misti Taufu'i
WRESTLING	-	Dennis Jacobson
GIRL'S BASKETBALL	-	Katherine Tomazin
BOY'S BASKETBALL	-	Brandon Jackman
GIRL'S TRACK	-	Melissa Beck
BOY'S TRACK	-	Randy Hickman
CHEERLEADING	-	Nicole Robinson ***

Eligibility: In order for students to represent Mountain View Middle School in any extracurricular activity, they must maintain a 2.0 (or higher) GPA for the current grading period. As of the 1st day of practice/tryouts students may not compete with or play on any other team and still maintain their eligibility for that sport at MVMS. **There are consequences for the school and all teams when even one student violates this rule.** Students who violate this rule will be removed from the team. (***) **Cheerleader need have a 2.5 (or higher) GPA for the current grading period)**

Students must also conform to the following Upper Snake River Valley Conference rule (Rule 8-1):

To be academically eligible for athletics, a student must be enrolled full-time in his/her school, and have received passing grades and earned credits in the required number of courses during the previous reporting period. Equivalency is determined by the following criteria:

<i>4 classes available</i>	<i>must pass at least three</i>
<i>5 classes available</i>	<i>must pass at least four</i>
<i>6 classes available</i>	<i>must pass at least five</i>
<i>7 classes available</i>	<i>must pass at least five</i>
<i>8 classes available</i>	<i>must pass at least six</i>

Expected Behavior: All students representing MVMS on an athletic team or as part of a class-related field trip are ambassadors and representatives of MVMS and will be required to be on their best behavior while away from the school. All MVMS rules and procedures are in force while students are away from the school participating in school-sponsored activities. This includes behavior on buses and at other schools/facilities.

Insurance: Student accident insurance is available at a nominal cost and is optional. Coverage applies while participating in school-sponsored athletic activities. If an insured student is injured, he/she will be given a claim form from the District Office at 270 East Bridge Street. The school acts as the medium supplying the insurance forms and assumes no liability, either for the injury or subsequent negotiations with the company.

Required Fees and Forms:

- **Athletic Physical:** All 7th grade and 8th grade students who are participating in any extracurricular athletic program **must have a physical prior to trying out for the team.** Tryouts will be announced in advance so that there will be time to get the physical done. Please call the office if you have questions about when the physical needs to be completed by. Physical examinations are good for two (2) years, except when entering school at the high school level. Use of the IDHSAA official Health Examination and Consent Form for completion of physicals is highly encouraged.
- **Student Activity Card:** All students who participate in the school's extracurricular sports must have a current Student Activity Card. **Students who do not have this card by the first scheduled conference game will not be allowed to participate, including traveling to the game.**
- **Sports Questionnaire:** Students will not be allowed to participate on any team until the Blackfoot School District's Sports Questionnaire is filled out by the parents and returned to the school. **This form must be turned in prior to the team's 1st practice.**
- **Travel Fee:** Students are expected to pay a travel fee of \$40.00 for EACH sport/activity they are involved in. Parents may come in and make arrangements for the payment of this fee. **Students who do not have this card by the first scheduled conference game will not be allowed to participate, including traveling to the game.**

School Attendance and Participation in Extracurricular Activities: In order to protect the health and well-being of students who participate in school activities, students who are not in school the day of a school-sponsored activity **will not be permitted to participate or play** in any performance or game held during the school day or evening. Students who have pre-excused absences for doctor or dental appointments will be excused from this policy with a doctor's note. Participation may also require approval by school administration.

Expectations of Classroom Behavior

Students learn best when there are no disruptions or disrespectful behavior in the learning environment. The learning environment is anywhere teaching and learning is taking place, including Flex time and passing time between, before, and after classes. We provide a place for students to go when they are being disruptive or disrespectful, or if they need an emotional break. Room 308 is a classroom set up for students who need to leave their regular classroom environment and need a different place to complete their work. Students can only be assigned to go to Room 308 by a teacher, classroom paraprofessional, or administrator. Being sent to Room 308 may be considered a Minor Discipline Problem (please refer to page 13 for more information).

Students may be sent to room 308 for any of the reasons included here, but not limited to:

Student refuses to obey a teacher
 Not following classroom rules
 Use of inappropriate language

Disruptive Behavior
 Preventing other student(s) from learning
 Anything that distracts from learning

# of times sent to room 308	Consequence	Referred By
1	Student is warned, reads and signs the contract showing he/she understands what is expected.	
2	Student phone call to parent(s). Parents are notified that next time the student will meet with Administration.	
3	Meet with Administration.	
4	ISS (In School Suspension) 1 Day	
5	OSS (Out of School Suspension) 1 day or Parent in School Supervision 1 day or ISS 2 Days	

Signature of Student	Date
1	
2	
3	
4	

Signature of Student	Date
5	
6	

Minor and Petty Discipline Problems

Please See School Board Policy 522F2 – District Discipline Policy Handbook

Petty offenses are handled by the individual teacher according to his/her classroom rules. A petty offense can become a minor offense if the teacher feels it cannot be handled by any other method.

Minor discipline problems are acts that, unless repeated, would not justify referral to the principal or result in suspension or expulsion. It is recommended that, at the first occurrence of a minor discipline problem, the staff member hold a private conference with the student. On the second offense, the staff member should confer with the parent/guardian by telephone or mail. The third offense may be referred to the principal as a major discipline problem.

Major Discipline Problems

Please See School Board Policy 522F2 – District Discipline Policy Handbook

Major discipline problems will be referred to school administration. The administration (or a designee) will contact the parents/guardians to discuss the student’s behavior and possible consequences. Any major discipline issue may involve the School Resource Officer (SRO).

Major discipline problems may include but are not limited to: willful disobedience, extortion, damage to property, disruptive behavior, fighting, profanity, vulgarity, a dress code violation, and repeated minor offenses.

The procedures for handling major discipline problems are as follows. Any step(s) may be skipped and action initiated at a subsequent step if the seriousness of the problem warrants such action. Please note that parents/guardians will be notified at each step.

- **Step 1 or 1st Offense:** Student/principal conference. The principal may assign any discipline actions he/she feels fits the behavior. Notify Parents/Guardian. May lead to exclusion from end-of-trimester/end-of-year activities.
- **Step 2 or 2nd Offense:** Short-term (1 to 3 days) suspension or in-school suspension (ISS), detention, or special assignments. Notify Parents/Guardian. May lead to exclusion from end-of-trimester/end-of-year activities.
- **Step 3 or 3rd Offense:** Long-term (3 to 5 days) suspension or in-school suspension (ISS) and any action deemed necessary by the administration. Notify Parents/Guardian. Exclusion from end-of-trimester/end-of-year activities.

- **Step 4 or 4th Offense:** Five-day suspension. Notify Parents/Guardian. Exclusion from end-of-trimester/end-of-year activities.
- **Step 5 or 5th Offense:** Meet with the parents/guardians to notify them of a referral to the superintendent and board of trustees for possible expulsion. Student may serve an in-school suspension (ISS) and/or be suspended out of school until the hearing with the board of trustees, and assessed any actions deemed necessary by the administration. Notify Parents/Guardian. Exclusion from end-of-trimester/end-of-year activities.

Harassment, Intimidation, Bullying (HIB) (BSD Policy 506/506.5):

1. Intimidation, bullying, or cyberbullying of any person with the threat of violence will not be tolerated. Violence is described as any word, action or gesture that hurts a persons’ feelings, body or property. Cyberbullying is the use of e-mail, instant messaging, chat rooms, pagers, cell phones or other forms of informational technology to deliberately harass, threaten, or intimidate. Cyberbullying can include such acts as making threats, sending provocative insults or racial or ethnic slurs, gay bashing, attempting to infect the victim’s computer with a virus, and flooding an e-mail box with nonsense messages.
2. Any Violation of the District Acceptable Use Policy.
3. Sexual Harassment
4. Possessing, selling, or transmitting pornographic materials.

The procedure for handling harassment, intimidation, and bullying issues are as follows. Any step(s) may be skipped and action initiated at the subsequent step if the seriousness of the problem warrants such actions.

Grades K-12

Step 1 or 1st Offense **Parent Notified**, Conference held between student and principal.

Any of the following actions may be used. This list is intended to be suggestive and not conclusive. Disciplinary action which fits the misbehavior is more productive in changing behavior.

- A. Work detail
- B. Loss of recess
- C. Loss of privileges
- D. Student writes a letter to parent/guardian. It must be returned signed by parent/guardian.

- E. Reimbursement
- F. Apology
- G. Parents called
- H. In-school or out of school suspension
- I. Detention
- J. Referral to Law Enforcement

Step 2 or 2nd Offense: Parent/teacher/principal conference and/or any of the actions listed

for Step 1. The parents will be contacted by phone, letter, or private conference. School counseling may be offered.

Step 3 or 3rd Offense: Parent Notified, a letter is written to parent/guardian explaining the

problem and the results of continuing the misbehavior. Also any of the actions in Step 1 may be used.

A. Probation - A determined amount of time for the student to prove himself/herself before suspension.

B. In-school Suspension - A temporary removal from class or activities.

Step 4 or 4th Offense: Parent notified. May be out of school suspension or in-school suspension; from 1-5 days and any other actions deemed necessary by the administration.

Step 5 or 5th Offense: Parents Notified, Out of school suspension and referral to the District Leadership team.

Step 6 or 6th Offense: Referral to the superintendent and the board of trustees for possible district expulsion. Student may serve an in-school suspension and/or be suspended until the hearing with the board. The administration may assess any other punishment deemed necessary before the expulsion hearing.

Students and parents are encouraged and expected to report any known bullying/harassment incident to a school staff member. All school staff members have access to Incident Reporting Forms that will be turned in to administration. Students and parents have access to Incident Reporting Forms on the school district website or from the front office. Students and parents may also call school administration or counselors at any time to report concerns.

Alcohol/Drugs/Paraphernalia (BSD Policy 504): Students' possession, use, distribution (giving away or selling), or being under the influence of any controlled substance, illegal substance, alcohol, or any intoxicant of any kind will

not be tolerated. Any student in violation of alcohol/drug policies shall be subject to the following disciplinary actions:

1. **Students selling or transmitting alcohol shall be turned over to the law enforcement officials and referred to the superintendent of schools and may be referred to the board of trustees for an expulsion hearing on the first offense.**
2. **Students selling or transmitting drugs or illegal substances shall be suspended and turned over to the law enforcement officials and referred to the superintendent of schools and may be referred to the board of trustees for an expulsion hearing on the first offense.**
3. Students possessing, using, or being under the influence of any drug, illegal substance, alcohol, or any intoxicant of any kind shall:
 - a. If the student voluntarily discloses using or being under the influence of a controlled substance he/she will be provided anonymity with faculty being informed on a “need to know” basis, and
 - b. Parents or legal guardian notified, and
 - c. Available school counseling offered.
 - d. Once the student is reasonably suspected of using or being under the influence of a controlled substance, school administrators will seek evaluation by law enforcement officials.
 - e. Be suspended from school. (3 to 5 days)
 - f. May be turned over to law enforcement officials.
 - g. Meet with the superintendent of schools before returning to school.

This policy also applies to possession of a prescription medication not prescribed to the student and/or a simulated substance and/or related paraphernalia. Paraphernalia includes but is not limited to lighters, e-cigarettes, any item that has been modified for drug/alcohol use, etc.

Cigarettes/Tobacco/Vapors/E-Cigarettes (BSD Policy 504): Students using or possessing cigarettes, vapors, e-cigarettes, and all other tobacco products on school premises shall be treated in the following manner, unless he/she has already been placed on a previous step. **Any step(s) may be skipped and action initiated at a subsequent step if the seriousness of the problem warrants such action.**

1. Refer student to principal, who will notify law enforcement officials for ticketing. Student may also be suspended.
2. Refer student to principal for disciplinary action (1 to 5 day suspension) and to law enforcement officials for ticketing.
3. Refer student to principal for disciplinary action (3 to 5 day suspension), and to law enforcement officials for ticketing.
4. Refer student to principal for disciplinary action (5 day suspension), to law enforcement officials for ticketing, and to the superintendent and board of trustees for expulsion.

THREATS TO HEALTH SAFETY AND WELL BEING

1. Any action that would threaten the health, safety, and well-being of students, teachers, employees, or parents, such as but not limited to bomb threats and false fire alarm pulls.
2. Intentionally causing, attempting to cause, or behaving in such a way as to cause physical injury to any school employee. Any incident in which a student knowingly hits, shoves, or in any way causes physical abuse to a staff member, anyone acting on behalf of the board of trustees or school district, and/or any employee of a contractor who is doing business with the school district will be handled in the following manner.

The procedure for handling threats to health safety and well-being are as follow. Any step(s) may be skipped and action initiated at a subsequent step if the seriousness of the problem warrants such action.

Grades K-12

1. The principal or person in charge will immediately review and thoroughly investigate the situation. Notify Parent/Guardian.
2. The individual may be suspended for up to five (5) days. The suspension can be either an in-school suspension or an out-of-school suspension.
3. A law enforcement official will be notified and will make an official report of the incident. The employee will determine whether formal charges will be filed.
4. The principal, after consulting with the staff member involved, may arrange a meeting with the student, the parent/guardian and the superintendent. At that meeting, the principal will present a report of the incident and make a recommendation/plan to move forward. The superintendent will then make the final decision and take appropriate action.

DANGEROUS WEAPONS

1. Dangerous Weapons in the Schools and Related Activities - Carrying to school, possessing and/or giving to any person any firearm or object which may be considered a weapon or dangerous plaything shall be a violation of School Board Policy.

NOTE: Any pupil alleged to be in violation of this provision will be referred to the law enforcement officials and, if a law has been violated, charges will be filed against the person. The school will suspend the pupil from school and refer him/her to the superintendent of schools. The superintendent will decide, with the principal's input, if the student will go before the board of trustees for an expulsion hearing.

The procedure for handling dangerous weapon issues is as follows. Any step(s) may be skipped and action initiated at a subsequent step if the seriousness of the problem warrants such action.

Grades K-12

Step 1 or 1st Offense: Refer student to principal who will notify law enforcement officials for ticketing. The student may also be suspended. Notify Parent/Guardian.

Step 2 or 2nd Offense: Refer student to principal for disciplinary action (1-5 day suspension)

and to law enforcement officials for ticketing. Notify Parent/Guardian.

Step 3 or 3rd Offense: Refer student to principal for disciplinary action (3-5 day suspension), to law enforcement officials for ticketing. Notify Parent/Guardian.

Step 4 or 4th Offense: Refer student to principal for disciplinary action (5 day suspension), to law enforcement officials for ticketing, and to the superintendent and board of trustees for expulsion. Notify Parent/Guardian.

Cheating: Academic dishonesty is taken very seriously at MVMS. Cheating or the copying of another student's test answers or homework is not an acceptable practice at Mountain View Middle School. The use of cell phones and/or texting devices is not allowed during class time and may be considered cheating. Any student participating in this behavior will receive a zero for that test or assignment.

Contraband: Items not allowed at school include but are not limited to: vaporizers, e-cigarettes, lighters, and bandanas of any type.

Dance Guidelines at MVMS

1. Only Mountain View Middle School students are permitted to attend. MVMS students who do NOT attend school the day of the dance will not be admitted to the dance. **Students from other schools are not permitted to attend.**
2. Students are encouraged to dance (in socially appropriate ways), chat with friends, and enjoy the music.
3. Students who have been assigned either in-school or out-of-school suspension cannot attend the school dance.
4. There will be no promiscuous or provocative dancing. No moshing or slam dancing is permitted.
5. Horseplay, running, and wrestling are not permitted.
6. Students are expected to comply with directions of teachers and parent chaperones.
7. Students are prohibited from bringing any items considered potentially hazardous or harmful.
8. Students are expected to adhere to school dress codes. No exposed midriffs, short shorts or skirts, or low-slung tops or bottoms will be allowed.
9. Students who do not adhere to the above rules will be taken to detention hall for the remainder of the dance.

MVMS dances are for students to socialize with their peers. **The expectation is for everyone to have fun and be safe.** Therefore, repeat offenders may be placed in detention hall until the dance has ended and/or not be allowed to attend future MVMS dances.

Dress Code Standards

Please See Blackfoot School District Policy 517 - Student Dress Code

MVMS expects students to dress in a manner which is appropriate for an effective educational environment. Following MVMS dress and grooming standards is the students' and parents' responsibility. If students fail to meet the following dress standards, they will be asked to change into clothing that meets dress standards:

- Clothing must be neat, clean, and must not distract from the learning environment.
- Clothing or apparel that advertises or displays in picture or words any of the following, but not limited to: gang affiliation, tobacco, alcoholic beverages, brewery logos, drugs/controlled substances, or guns/weapons, are not permitted.

The school administration or designee will make the final determination whether clothing or attire is inappropriate. This policy applies to all school-related functions and/or special activities approved by the principal. Violations will be referred to administration or their designee for consequences (see chart below). Instances of dress code violation will result in the student being asked to change his/her shirt, pants, skirt, etc. Students will be allowed to wait in the office for one class period for parents to bring an item of clothing that is acceptable. Students will be asked to change into PE clothing (available in the office) if alternate clothing cannot be obtained from home. If a student argues/refuses to change clothing, he/she may be suspended for insubordination.

Consequences of Dress Code Violation

# of Dress Code Violations per Trimester	Consequence	Referred To
1	Student asked to report to Room 308, reads and signs the dress code policy showing he/she understands what is expected of him/her.	Student Advocate
2	Student phone call to parent(s). Parent is notified that on the next violation they will need to sign a dress code contract.	Student Advocate
3	Parent is required to sign a contract regarding dress code. Students meet with administrator and assigned to ISS.	Student Advocate Administration
4	Out-of-School Suspension.	Administration

Electronic Devices

Please See Blackfoot School District Policy 518 – Student Use of Electronic Communication and Entertainment Devices.

Students are not allowed to have any electronic devices out or on during class. These devices include but are not limited to: telephones; camera telephones; two-way radios or video broadcasting devices; pagers; and any other device that allows a person to record and/or transmit, on either a real-time or time-delayed basis, sound, video, or still images, text, or other information (any mp3 device, iPod, etc.). Devices are not to be on or used, including text messages, during class. **DEVICES ARE NOT ALLOWED IN RESTROOMS/LOCKER ROOMS.** Devices may be considered a nuisance item and taken away if students do not follow these guidelines. If students respect the rules, they will be allowed to use their devices before and after school and at lunch. If electronic devices are taken away, a parent may be required to come to the school and speak with an administrator. When a violation occurs, the student will be asked to place the device into a manila envelope, the teacher will seal the envelope, and the student will be asked to sign the envelope. The envelope will be taken to the front office by the teacher. MVMS is not responsible for lost or stolen electronic devices. Any violation of this policy will result in the following action:

- **1st and 2nd Offense – Student may pick up electronic device from the office after school hours.**
- **3rd Offense – Student must meet with an administrator to receive electronic device.**
- **4th Offense – Parents are required to pick up electronic device.**

If a student argues with an adult about their electronic device, there may be further consequences.

Fighting

All students attending Mountain View Middle School will be free from intimidation by other students. Any form of fighting, unnecessary roughness, pushing and/or shoving, or harassment on the part of a student will not be tolerated. An infraction of this rule either in the building or on the school grounds will be referred to the administration. Violations will be treated in the following manner:

- **1st Offense – Will result in a 3-day suspension.**
- **2nd Offense – Will result in a 3-day suspension.**
- **3rd Offense – Will result in a 5-day suspension.**
- **4th Offense – Will result in a 5-day suspension.**
- **5th Offense – Meet with parents to notify then referral to the superintendent and the board of trustees for possible expulsion.**

All incidents of fighting will be referred to the School Resource Officer for investigation and possible charges to be filed. A meeting with the suspended student, his/her parents, and the administration must be held prior to the student being readmitted to school.

Students involved in recording, promoting, and/or cheering on a fight will also face disciplinary action, which may include suspension.

Gangs/Hate Groups (BSD Policy 549): A group of two or more people who form an allegiance and engage in a range of disruptive behaviors that include violent or unlawful activity, or which advocates hatred or discrimination on the basis of race, religion, sex, national origin, or disability, will not be tolerated at MVMS.

Insubordination/Willful Disobedience: Students are expected to follow instructions of school or district staff while they are at school, on school grounds, or while riding on a school bus. Not following instructions of staff members may result in a disruption to the learning environment or a safety hazard. Insubordination/willful disobedience will not be tolerated at MVMS and will result in serious consequences, which may include suspension.

Pornographic Materials: Students in the possession of pornographic materials at school will be suspended from school for at least three days. Possession includes items found in their locker, backpack, binder or notebook, or book in their possession, or found on an electronic device. Students may also be referred to the School Resource Officer.

Profane Language: The use of profanity/obscene language at Mountain View Middle School, on the school grounds, on school buses, or during activities sponsored by the school is unacceptable. Students who abuse this rule will be disciplined by the school administration. Repeated offenses will result in suspension and/or referral to the MVMS Discipline Committee.

Relationships: It is expected that all students will observe acceptable standards of behavior while at school. Students who are overly affectionate or familiar with each other create embarrassing incidents for other students or school employees. Students engaged in such action (a public display of affection or "PDA"), including handholding, will be warned first and then referred for disciplinary action if necessary.

Skate boards/longboards/rollerblades/Heely shoes/scooters/bicycles: Students are allowed to bring skate boards, roller blades, and bikes to school. However, if a student elects to bring these items to school, he/she accepts responsibility for their security. Bikes are to be parked and chained in the bike racks in front of the school. Skate boards and roller blades are to be placed in the student's locker and left there until the student leaves the building at 3:25. **These items are not allowed to be ridden on school grounds.** Upon arrival, when students get to the front entrance of the parking lot driveway, they are to walk the rest of the way to the building. Once students leave the school, they are not to ride on these items until they get to the road. This is for the safety of all students. **Riding inside or outside the school building is not allowed.** Violation of these guidelines may result in the confiscation of above items.

Vandalism/Destruction of School Property: Pupils who willfully destroy school or individual property through vandalism, carelessness, or rowdiness will obligate themselves and their parents/guardians to be financially responsible for the repair or the replacement of the damaged property. When the need arises, there may be a reward offered for students who turn in the names of persons involved in vandalism. Payment of the reward will be the responsibility of the person(s) involved in the vandalism.

Grades/Grading

Grading Scale:

Honor Roll: Honor roll status will be awarded at the end of each trimester of the school year to those students who have a 3.5 GPA or higher, on a 4.0 scale. Trimester grades will be used to determine those students earning honor roll status.

Incomplete Grades: A student whose work has been clearly satisfactory up to the time of an unavoidable absence and is behind in his/her work at the end of a grading period, will be marked with an "I" (Incomplete) on the report card. The "I" will be replaced by the letter grade earned by the student when the incomplete work is made up or the time period to make up work has expired.

Incomplete work must be made up within 10 days of the student returning to school. It is the teacher's responsibility to see that new grades have been turned in to the office.

A student who has been in regular attendance and whose work is incomplete without justification (there was no unavoidable absence) **WILL NOT receive an incomplete grade.** That student will receive the grade earned on the basis of the work completed, even if the grade is failing.

Promotion Plan: Students are required to pass all Core Subject Classes (Language Arts, Math, Science, and Social Studies) in order to move on to the next grade. Mountain View Middle School may provide an opportunity for students to recover credit and there may be a cost involved.

Summer School: Summer school will be available for those who are behind in credits. Summer school is held for two 3 week blocks during the summer months of June and July. Each block runs for three weeks, from 7:50 am -1:05 pm, Monday through Thursday. As soon as your student is finished with his/her credit recovery, he/she may stop coming to summer school. Until all credits are recovered, students are required to attend summer school at Mountain View Middle School. Parents will be notified in May if their student will be required to attend summer school.

Meals

Please see **Blackfoot School District Meal Procedures on the Blackfoot School District website for more information.**

Lunch Room Procedures: Lunch time is a time for students to not only eat but to spend time together in a social setting. This time can be made more enjoyable if the following rules are observed:

1. Please clean up after yourself. All trays and garbage are to be placed in the proper containers. Food is not to be removed from the lunch room area. Students not complying with this request will be assigned clean-up duty and/or lunch detention.
2. Please stay within the taped lines when lining up for lunch. There will be no cutting in line or saving of places. Students not complying with this request will be sent to the end of the line or be assigned lunch-hour detention.
3. After eating lunch, students may be in the following areas:
 - a. Seated at a table in the Commons area.
 - b. Outside, if weather permits. Students are allowed in the back of the building only. Once outside they need to stay outside.

Students are not to be in the halls or in front of the building during lunch hour.

Students who are in lunch detention are not allowed to visit the Bear's Den or have friends purchase items for them.

Prices: Blackfoot School District provides a school lunch program at each of its schools. Please contact the MVMS office for more information on free and reduced lunches. At MVMS, the prices for breakfast and lunch are:

Secondary (7-12)

Student Lunch	\$ 2.95
Reduced Lunch	\$ 0.40
Student Breakfast	\$ 2.15
Reduced Breakfast	\$ 0.30
Adult Lunch	\$ 4.00
Adult Breakfast	\$ 2.65
Milk	\$ 0.40

Registration

Activity Card: Required for all students participating in any extracurricular activity such as music, drama, or sports.

Birth Certificates: Upon enrollment of a student for the first time in a public or private elementary or secondary school, the school shall notify in writing the person enrolling the student that within thirty (30) days he must provide either a certified copy of the student's birth certificate or other reliable proof of the student's identity and birth date. Other reliable proof of the student's identity and birth date may include a passport, visa, or other governmental documentation of the child's identity. This type of proof must be accompanied by an affidavit explaining the inability to produce a copy of the birth certificate.

The Blackfoot School District will send the list of names not in compliance to law enforcement.

Mandatory Fees:

Activity Card \$15.00

(Required for all students participating in any extracurricular activity such as music and sports.)

Hall Locker Rental (required) \$ 6.00

P.E. Padlock Rental (required)..... \$ 1.00

P.E. Uniforms (Grey T- Shirts, Blue Shorts)

Students are required to wear school-issued PE uniforms. PE uniforms are available to purchase for the following prices. If students do not wish to purchase the PE uniform, then parents have the following options: 1) Parents will provide their student with a plain grey t-shirt and plain blue shorts, or 2) the school will issue students a gently used, clean PE uniform to use during the trimester. Students are responsible for the PE uniform that is checked out to them during the trimester and will be charged full price for the uniform if it is not returned at the end of the trimester.

P.E. Grey T- Shirts \$ 8.00

P.E. Blue Shorts \$ 8.00

Extracurricular Busing Fee (required).....\$ 40.00

All students participating in extracurricular sports (volleyball, cross country, wrestling, basketball, and track) need to pay this extracurricular fee to cover the cost of busing students.

Optional Fees

Year Book \$30.00

I.D. Card (optional)..... \$ 5.00

National Junior Honor Society\$35.00

Elective Classes: Fees and supplies will be determined by the teacher of the class and projects that are to be made.

Band and Choir Travel fees will be determined by the teacher of the class and the number of trips to be made.

Forms: All required forms for student registration are available on the Blackfoot School District website: d55.k12.id.us

Home Schooling: It is the right of a parent or legal guardian to remove their child from the public-school system and provide schooling at home. Students who are home-taught are expected to be taught from the state curriculum and should be kept at the appropriate grade level, pending the student's return to the public schools. **When a student returns to MVMS after a period of time in home schooling, the student will be given a grade-level placement test to ensure that the student is placed in the appropriate academic grade level.**

The responsibility for curriculum materials and textbooks is that of the parent(s) in home schooling situations.

Grades from home schools will not be noted in the school's or district's permanent records.

Those home school students who attend Mountain View Middle School for only one or two periods per day are responsible for being aware of any revised assembly school schedule changes ahead of time.

Immunization Policy Guidelines:

Idaho state code requires parents to provide school authorities with immunization information when enrolling a child in any Idaho school. Proof of immunization must be received upon first admission and prior to attendance. If school authorities do not receive immunization information prior to attendance, the child **must be denied attendance** until the information is received.

To enroll in Blackfoot District No. 55 schools, children must show proof of having received or be up to date in receiving the following immunizations: **4 DPT, 3 Polio, 1 MMR, 3 Hepatitis B.**

In addition, new State Immunization requirements (as of 2011) require all incoming **7th Graders** to have the following immunizations in addition to school-entry requirements:

**1 Tetanus, Diphtheria, Pertussis (Tdap)
1 Meningococcal**

The school district will accept the following as proof of immunizations: school records, statements signed by doctors or their designees, and/or statements signed by the Health Department. Immunization certificates are available at the Idaho Department of Health & Welfare.

Exemptions will be allowed for medical, religious, or personal reasons. Exemption forms are available at the schools. **Parents who choose to sign an exemption form should know that their child may be excluded from school in the case of a disease outbreak if adequate documentation of the required immunization is not on file or provided to the school.**

The Bingham County Health Department will be asked to hold immunization clinics on the spring and fall registration days for kindergarten students and the fall registration day for elementary students.

If a child has started, but not completed, the required number of immunizations, a "Schedule of

Intended Immunizations” needs to be established and followed. If a parent does not follow through with the Schedule of Intended Immunizations and provide verification of each immunization as it is given, the child must be denied attendance until verification is provided. Schools can exclude children who are not up to date, in the process of being immunized, or have not received an exemption.

Lockers: As often as possible, all students will be assigned their own locker for the storage of books and other personal belongings. Under no circumstance should a student move from their assigned locker without permission from the office nor should they give their combinations to any other student.

Mountain View Middle School reserves the right to inspect/search lockers when it is deemed in the best interest of the school and student body.

Mountain View Middle School is **not** responsible for lost or stolen articles left in lockers.

Students may put personal shelving in their lockers. Pictures of a profane or suggestive nature are not allowed.

Physical Education Lockers:

Students will be provided a locker in the physical education locker rooms in which they can store their clothes during the trimester they have P.E. Students are to use **school locks only** in the locker rooms. Mountain View Middle School is **not** responsible for lost or stolen articles left in lockers.

Scheduling

Bell Schedules: A copy of the bell schedules will be available upon request.

Class Change Procedure:

All class changes, except item 3 listed below, must be initiated within three (3) days of the start of a trimester and must follow the outlined procedures. **Due to COVID-19, limiting class size, and split schedules we MAY NOT be able to change student's schedule this year. Please be patient with us and understand we are trying our best but some classes may not be available.**

1. The Request for Change of Class Form must be filled out and signed by a parent if the student or parent initiates the change.
2. If the change is due to registration errors or miss-assignment, the Change of Schedule Add/Drop Form will be signed by a Counselor and the teachers involved.
3. Parents who initiate class changes in order to change their student's teachers must work with the School Administration and Counselors. Both teachers involved must sign the Change of Schedule Add/Drop Form.
4. Class changes initiated by a teacher will only be acted upon by the Counselor after the teacher has contacted the parent/guardian and the Change of Schedule Add/Drop Form is signed by both teachers involved.

Student Government

The purpose of Student Government at Mountain View Middle School is to encourage and promote student leadership, to initiate student points of view, to organize elections, to sponsor activities, and to act as a liaison between the student body, teachers, and administration.

By-Laws:

- A. The Executive Council, composed of the following officers:
 - 8th Grade: President
 Vice President
 Secretary
 - 7th Grade: President
 Vice president
 Secretary
- B. Length of Office: President, Vice President and Secretary will be in office for three trimesters (length of the school year).
- C. Qualifications for President, Vice President, and Secretary: Students must have at least a 3.0 grade point average for the last nine-week grading period. They must also have parent permission, a signed petition with at least 20 signatures, and no major discipline referrals during the mid-term of elections.
- D. Student Representatives will be considered participants in student leadership.
 1. Student representatives will be chosen at the beginning of the school year.
 2. Leadership candidates will be required to fill out an application for consideration. A recommendation survey from a parent or guardian and a teacher will need to be presented along with the completed application.
 3. Applications may be picked up from the Student Council Advisor, Amber Serr)
 4. Applications will be reviewed by the student council advisor and school administration.
 5. Students can serve on the student leadership committee one trimester per year.
- E. Qualifications for Representatives on the leadership committee: Students must have at least a 3.0 grade point average for the last six-week grading period. Leadership candidates will be required to fill out an application for consideration. A letter of recommendation from a parent or guardian and a teacher will need to be presented along with the completed application.
- F. Removal from office will occur in the following situations:
 1. Any Student Council Officer who receives a major disciplinary referral will be removed from office.
 2. If the grade point average falls below a 3.0 at the end of any six-week grading period during

the school year, the student council member will be placed on suspension until the grade point average is sufficient. If that has not occurred by the end of the next six-week period, the member will be removed from office.

3. Three unexcused absences from Executive Council and Representative Council meetings will constitute a reasonable cause for removal from student council.
4. Executive Council members must display positive behavior throughout the entire school day. If behavior and conduct are such that problems occur in the classroom or outside of class, the faculty and/or students may petition to have that council member removed from office.

Election Procedures for President, Vice President, and Secretary:

A. Qualifications:

1. The candidate must be a full-time student at MVMS.
2. The candidate must maintain at least a 3.0 GPA.
3. The candidate must not have had any major discipline referrals in the previous year.

B. Nominating Petitions:

1. Petitions may be picked up at the Student Assistance Window in the main office.
2. Each petition must be filled out completely. Incomplete petitions will not be considered for candidacy.
3. Petitions must have at least 20 signatures from different students from the candidate's grade level.
4. All petitions must have the candidate's parent's/guardian's signature and last year's grade point average. The GPA may be obtained from the main office.
5. Petitions must be turned in to the Student Council Advisor by the assigned date. No late petitions will be accepted.

C. Campaigning Procedures:

1. Each candidate may display a total of four posters during the election campaign. The Student Council Advisor will determine the size of the campaign posters.
2. Posters may be placed on white, painted surfaces. Do not put any campaign material on the blue paint in the hallways. Failure to abide by this request will result in the posters being removed by the faculty.
3. Items that may be construed as bribes (candy, gum, pencils, etc.) may not be given to any voting student by the candidate.
4. Each candidate will be permitted to give a campaign speech, not to exceed two minutes in length, to the class he/she wishes to represent. (Speeches must be pre-approved with advisor.)

D. Unfilled Offices

Those students who ran but were not successfully elected to another position may fill offices that are not filled due to lack of student participation. The method used to determine who will fill the open position(s) will be based upon the total number of votes a person received in the election.

Miscellaneous

Alternate Classroom: Mountain View Middle School's Alternate Classroom is now located behind Mountain View Middle School in its own building. This classroom is designed for students who need an alternate educational setting for instruction. The Alternate Classroom schedule will be different from the regular Mountain View Middle School schedule. Students can be placed in the Alternate Classroom at any time during the school year. Parents will be notified when an alternate placement is being considered. Students will be given the opportunity to end their alternate placement at the end of a trimester provided their academic performance and behavior have improved. All alternate placement decisions will be made by the administration in consultation with the parents, the RTI Team, and the teachers of each student.

Awards: Mountain View Middle School believes in recognizing and rewarding the positive achievements of each deserving student. Each spring an awards assembly will be held to publicly recognize those students who have brought positive recognition upon themselves and the school throughout the year. Recognized areas may include but are not limited to: academic honor roll, extracurricular achievement, departmental awards, Presidential Academic Excellence Improvement Awards, and attendance.

Changing Money: It is not possible for change to be given or checks cashed for students at MVMS.

Hall Passes: Students are not permitted in the halls during class time unless they are accompanied by a teacher or other staff member, or have a hall pass from an authorized staff member. Students will also be issued a Hall Pass punch card at the beginning of each trimester. Every time a student asks to leave the classroom, the teacher will punch his/her card. Students are allowed nine punches per trimester.

Internet Usage: Students using the Internet and any technology will be required to conduct themselves in a responsible fashion as per District #55 Internet and Technology Policies. Any misuse of this technology will result in the student being disciplined as per district policy and may include loss of all Internet and technology privileges.

Internet agreements must be signed by students and parents in order for a student to be eligible to use the Internet at school.

Library: Students are welcome to use the library between the hours of 8:15 a.m. and 3:50 p.m. each school day. Students can have two books checked out in their name at a given time. Books can be checked out for 10 school days. The due date is stamped on the date-due slip inside the book. Students can renew their books if more time is needed. Students are encouraged to visit the library regularly.

Overdue books are assessed a fine of \$0.10 (ten cents) for each day they are overdue. Students are responsible for any book checked out in their name. **If books are lost while checked out, it is the student's responsibility to pay the replacement cost of the book. Late fee or missing book notices will be sent home with the student at midterm and again at the end of each trimester. THESE FEES ARE EXPECTED TO BE PAID.**

Lost and Found: Students who find articles of clothing, school books and/or materials, or other personal items are asked to turn them in to the office. All lost and found articles will be kept in the office until the end of the year. Unclaimed articles will be given to a local thrift store if they have not been claimed by June 15th of each school year.

Parent/Teacher Conferences: Mountain View Middle School will not be holding formal Parent Teacher Conferences this year. We will have other scheduled parent activities that will be announced at a later time. Please contact your student's teachers often if there is a concern. You may access Infinite Campus at any time to view your student's grades and attendance.

Fall Parent Night – 10/14/20 5 p.m. to 7 p.m.

Winter Parent Night - 1/14/20 5 p.m. to 7 p.m.

Spring Parent Night – 4/14/21 5 p.m. to 7 p.m.

Prescription Medications: Parents must fill out the necessary paperwork, as per district policy, in order for medications to be held in the office and disbursed by the office secretaries.

Students taking prescription medications, except inhalers, are not allowed to leave them in their lockers OR to keep medications with them. Students are required to check their prescriptions in at the office and have the office dispense medication from there.

It is against Blackfoot School District policy to provide any over the counter medication to students. If parents feel their children are in need of any type of medication, parents need to bring the medication in and place it in the office for the child.

Student Academic Concerns: Please call the following individuals for specific concerns. **(208) 785-8820**

- Lori Kay – Student 504 Plans
- Rishay Ackley - BOSS Students (Online School)
- Penny Patte – General Schedules and Summer School
- Wes Jensen – General Behavior Issues or Academic Concerns
- Elaine Carter – Special Education Plans

Sales at School: The only items that may be sold at MVMS are those sponsored by the school or a school organization. All sales are subject to approval by the building principal.

Testing (State of Idaho): Mountain View Middle School participates in the mandatory Idaho State Testing. All students enrolled in Mountain View Middle School will participate in taking these tests. The testing schedule will be announced at a later date.

TITLE IX – COMPLIANCE STATEMENT: In accordance with the Title IX of the Educational Amendments of 1972, PL 920318: "No student will be denied admittance to any class or extracurricular activity based on color, race, national origin, religion, age, sex or exceptionality."

TITLE IX: COORDINATOR

Any questions or concerns should be directed to the District Title IX Coordinator.

Mr. Ryan Wilson
Assistant Superintendent
270 E Bridge St
Blackfoot, ID 83221
Phone: (208) 785-8800
wilsr@d55.k12.id.us

Transportation: Transportation rules and regulations are available on the Blackfoot School District website. Mountain View Middle School administration will assist in upholding rules and regulations when needed. Bus privileges can and will be revoked or suspended if continued misbehavior on a bus or at a bus stop is a problem.

All Blackfoot School District Policies in this handbook can be found on the district website.

<http://www.d55.k12.id.us/school-board-policies>