



***This agenda belongs to:***

Name \_\_\_\_\_

Grade \_\_\_\_\_ First Core Teacher \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Phone \_\_\_\_\_

***Logins & Passwords***

<b>Program</b>	<b>Login</b>	<b>Password</b>

## **ATHLETICS**

You may participate in school sponsored athletics in your 7<sup>th</sup> and 8<sup>th</sup> grade years. You must have a VHSL physical on file. Tryouts will be announced and conducted prior to the beginning of each sport's season. E. B. Stanley Middle School has the following teams: boys and girls basketball, cheerleading, football, and volleyball. If you have any questions, please contact the Athletic Director at Abingdon High School.

## **ATTENDANCE**

### **Chronic Absenteeism**

Beginning with the 2018-2019 school year, student attendance will be a portion of individual school accreditation for Virginia's public schools. Students who miss more than ten percent of the school days (eighteen school days for Washington County students) during the school year (for any reason including days excused by a note from a doctor) will be considered Chronically Absent by the Virginia Department of Education.

Students are expected to be in attendance for all 180 scheduled instructional days each year unless they are ill, have a legitimate family emergency, or have an extenuating circumstance which warrants the school principal's approval of the absence. Valid parent, guardian or designee notes of explanation for the student's absence will be necessary for absences not verified by a medical doctor's statement. When a student has missed seven (7) days which have only been verified by a parent note, the principal may schedule a meeting with the school-based Attendance Committee, student, parent, guardian or designee to review the absences and determine if a written plan of action is needed.

A student is not allowed to attend after school activities on the date of an absence.

Students must be present in homeroom by 8:15 a.m. If they arrive late, they will be marked as tardy.

### **The following reasons are to be considered excused absences:**

- A. Illness—requires parent, guardian or doctor's explanation
- B. Death in the immediate family
- C. Recognized religious holidays or events
- D. Required court appearance
- E. Approved school-related activity
- F. Extenuating circumstances—MUST be approved by the principal.

**Parent Note** - The school will excuse seven (7) days of parent notes. After those seven (7) days, parent notes will be marked as unexcused absences, unless there are extenuating circumstances approved by the principal.

For more information regarding the attendance policy and unexcused absences, refer to Policy JED on the Washington County Public Schools website.

Students will be recognized for **Excellent Attendance**, at the end of the year, if they have been present all day and have no more than three early dismissals or tardies. Students will be recognized for **Perfect Attendance** if they have been present at school every day; all day. It is very important you be present each day to have academic success.

### **BACKPACKS**

You are not allowed to carry your backpacks with you during the school day. These are to be stored in your locker. Rolling backpacks are not permitted.

### **BULLYING PREVENTION**

If you engage in any act of bullying while at school, at any school function, in connection to or with any Washington County Public School sponsored activity or event, or while in route to or from school, you are subject to disciplinary action. As required by law, law enforcement officials shall be notified of bullying incidents.

### **DEFINITION OF BULLYING**

*From Washington County School Board Policy and VA House Bill 1871*

*"Bullying" means any aggressive and unwanted behavior that is intended to harm or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. "Bullying" includes behavior motivated by a real or perceived differentiating characteristic of the victim and cyber bullying. "Bullying" does not include ordinary teasing, horseplay, argument, or peer conflict."*

### **BUYING or SELLING**

No items are to be brought or sold without the consent and approval of administration.

## **CELL PHONES & ELECTRONIC DEVICES POLICY**

The use of cell phones, tablets, e-book readers, or other communication device is allowed on school property during regular school hours as established by Washington County School Board Policy (JRC-R-20).

Your use of cell phone/communication devices within a school building during the school day is restricted to the following guidelines:

1. Before or after school, or for instructional purposes under the supervision of the teacher. At no other time is the device to be displayed or used.
2. The device must remain in silent mode unless needed for instructional purposes, and not utilized for verbal conversation, including placing or receiving calls except after school. You are **not** allowed to use the device for photographing or videoing, or utilize the audio component unless the student utilizes ear buds/head phones. Evidence of not following these guidelines, disruptive use, or unlawful actions will result in disciplinary action and/or report to law enforcement authorities as warranted.

Cell phone/communication devices may be used on a School Board owned/leased school bus or vehicle by students being transported to and/or from school or school sponsored events. The device must remain in silent mode and not utilized for verbal conversation, including placing or receiving calls. You are **not** allowed to use the device for photographing or videoing, or utilize the audio component unless the student utilizes ear buds/head phones. Evidence of not following these guidelines, disruptive use, or unlawful actions will result in disciplinary action and/or report to law enforcement authorities as warranted.

### **Disciplinary Guidelines for Students Not in Compliance with Regulations:**

- **1<sup>st</sup> Offense** – You will receive a verbal warning and the cell phone/communication device will be confiscated until the end of the instructional day. Your parent/guardian will be notified.
- **2<sup>nd</sup> Offense** – The cell phone/communication device will be confiscated and returned to your parent/guardian.
- **3<sup>rd</sup> and Additional Offenses** – The cell phone/communication device will be confiscated and returned during a meeting with your parent/guardian.

Disciplinary action may be taken including before, after, or during school detention depending upon the circumstance, as determined by administration.

- Disciplinary action will increase in severity with each additional offense and may include suspension, depending upon the circumstance as determined by the administration.
- *Discipline consequences for cell phone violations can vary if criminal activity is involved or if the student has a history of discipline problems.*

## **CLUBS**

You will have the opportunity to sign up and participate in a club of your choice. Typically clubs meet during the school day; six times per year.

## **CODE OF STUDENT CONDUCT**

We, at E. B. Stanley Middle School, have high expectations for all of our students. You are expected to comply and follow the rules provided in the Washington County School Calendar and Handbook.

We ask that you:

- Be Respectful to other students and all adults in our school. Do not engage in behavior which disrupts the learning environment. This includes but is not limited to classroom disruptions, public displays of affections, threats, aggression, etc.
- Be On Task. Do not bring anything that creates a hindrance to the educational environment. This includes, but is not limited to, toys or playthings of any type, cards of any type (including sports or other trading cards), skateboards, laser pointers, rubber bands, etc.

We, at E. B. Stanley Middle School, recognize that mutual respect requires sensitivity to issues related to the diversity among our staff and students. Our goal is to provide an environment that will foster dignity and respect for all who enter our doors. Any form of discrimination or harassment (including bullying) is in violation of federal, state, and local law. Any acts of this nature against staff or students will be dealt with efficiently and appropriately as designated in the Washington County Policy Manual.

## **DRESS CODE**

You are expected to dress in an appropriate manner. These guidelines should be followed at all time, including “dress up days” as part of school activities and events.

1. Students shall not dress in a manner that is distracting to themselves or to other students or that interferes with the orderly process of instruction.
2. Students will not be allowed to wear clothing displaying any offensive or inappropriate insignia, obscene words, pictures, or phrases.
3. Clothing that promotes alcohol, tobacco, or other drugs are not to be worn.
4. Clothing that exposes undergarments is prohibited. Revealing clothing including leggings and tights without an appropriate length top, extremely short skirts, short shorts, extremely low hip-hugger pants, tank tops, or tops with straps less than 3 fingers in width, etc. are not appropriate for school.
5. Pajamas are not to be worn to school.
6. Hats, caps, bandanas, scarves, and other headgear are not to be worn in the school building.
7. Pocket, wallet, or other chains hanging from pants are prohibited. Extremely large and long necklaces or dog chains/dog collars are prohibited.
8. Clothing or jewelry that through design causes disruption to the educational process including logos and messages are not allowed.
9. Students cannot wear capes or wrap up in blankets (nor bring these to school).

*\*\*\* Teachers and administrators will ask students to modify their dress when feasible or school personnel will contact the student’s parents if necessary.\*\*\**

## **GUIDANCE DEPARTMENT**

The guidance department at E.B. Stanley Middle School provides services, as a part of a team effort with administration, faculty, and parents, to assist you in achieving your full potential. The guidance counselors are available to talk to you concerning any issues you may have. They provide academic, career, and personal/social counseling, and coordinate referrals to outside resources as needed. If you have questions about your schedule, the guidance counselors can help. Both counselors serve as facilitators to improve student progress in the learning environment.

## **JUNIOR WASHINGTON COUNTY COMMUNITY SCHOLARS**

Junior Washington County Community Scholars (JWCCS) is a program sponsored by Washington County Public Schools. The goal is to produce highly qualified

students who value the importance of citizenship and service to community. Students will be recognized for their participation in JWCCS at the end of the year. To qualify, you must:

1. **Service:** Complete 8 hours of community service. Forms are located in the Guidance Department.
2. **Grades:** Maintain a “B” average (with no “F” in exploratory classes).
3. **Attendance:** Cannot miss more than 9 days of school (excused and/or unexcused absences).
4. **Discipline:** Have no more than 2 office disciplinary referrals and zero out of school suspensions.

## **LIBRARY**

An open library with flexible scheduling for research, book exchange, and library skills instruction is available for you. English and Language Arts teachers accompany students for scheduled book exchanges. Research and library skills instruction is scheduled and taught in coordination with the classroom teacher. A Scholastic Book Fair is held in the fall and a ½ price Scholastic Book Fair is scheduled for the spring. You may check out eBooks online through the school webpage.

## **LOCKERS**

All books and personal items, when not in use, are to be kept in the locker. You are not to share your locker combinations with anyone, and lockers should always be locked.

## **LOST OR STOLEN ITEMS**

Valuables should not be brought to school. E. B. Stanley Middle School does not carry insurance and is not liable for personal items such as band instruments, coats, pocketbooks, and jewelry if they are stolen or misplaced at school. If it is necessary to bring money to school, it is your responsibility. Neither the school nor the teachers are responsible for any student’s personal belongings.

## **MAKE-UP WORK**

You are expected to make up all work missed regardless of the reason for the absence. At no time should you miss additional class time to make up missed work. Failure to complete make-up work will result in a lowering of your grade.

## **SCHOOL MESSENGER**

E. B. Stanley Middle School uses School Messenger for emergency notifications, attendance notifications, and to send home information on a regular basis. We encourage all students to have up-to-date contact information. Parents can notify the office if your phone numbers and/or email address change. Additionally this information can be updated by parents through Parent Portal.

## **SCHOOL NURSE**

Our school nurse is here to help you. You must have a note from your teacher to see the nurse. Any medications you take must be brought to the school by your parent/guardian and necessary forms must be completed. Students are not allowed to carry medications. If you need to go home, the school nurse will contact your parent/guardian for you.

## **SCHOOL NUTRITION PROGRAM**

You may choose lunch from the regular line, deli line, or pizza/salad bar line, each with a different cost. If you are approved for free or reduced price meals, you may choose any of the three meal lines without additional cost. A la carte items are also available for purchase at an additional cost for all.

For emergency purposes, a maximum of \$10 may be charged on a middle school account. The School Nutrition Specialist or an automated call will notify your parent or guardian when you have accumulated a negative account balance. Charges are not allowed for a la carte items.

We strongly encourage you to pay for meals in advance. This speeds up the serving lines and allows you more time to eat. An on-line service for prepayment of student meals is available at <https://www.k12paymentcenter.com>.

## **STUDENT TRANSPORTATION**

If you wish to go home with another student, **both of you must bring written parental permission**. Each note must contain the street address to where you are going, the bus number, the parent's signature, and the parent's phone number.

If you plan to ride a bus that is not your own, a bus note must be obtained from the office. You must bring a parent note with the bus number, the street address, the parent's signature, and the parent's phone number to the office.

### **TARDIES**

You are expected to be in your class and seated by 8:15 a.m. If you are a car rider, we recommend that you arrive at school no later than 8:00 a.m. to ensure you are on time. If you are tardy to school, it will be marked as either excused or unexcused. Excused tardies must follow School Board criteria of medical, death in the family, religious, court, school related activity or extenuating circumstances (preapproved by administration). Otherwise, tardies will be counted as unexcused tardies. After five unexcused tardies (and for each additional unexcused tardies), you will be assigned Silent Lunch. All unexcused tardies are cleared at the end of the nine week grading period. *Repetitive unexcused tardies may result in a meeting with you and your parent/guardian.*

### **TELEPHONE USAGE BY STUDENTS**

You may use the office phone if you have a note from your teacher. You may also use the phone during your lunch period without a note but with permission from the teacher on lunch duty. We limit the use of the school telephone to emergency matters. You are not allowed to call home about books, lunches, unsigned forms, homework, etc. You must learn to take responsibility for these matters and plan ahead.

You are **not** allowed to call home to make arrangements for after school activities, as these arrangements should be made before leaving home. Additionally, your parents are asked to notify us of any changes in transportation before 2:30 p.m.

### **VARSITY LETTER PROGRAM**

To emphasize the importance of reading, EBSMS students may earn an academic letter by participating in the Varsity Reading Program. A script letter, E, B, or S, will be awarded at the end of the school year. To earn a varsity letter, you must read 10 books and complete 10 projects.

# Washington County Public Schools 2018-2019 School Calendar

ADOPTED  
03/19/18

**JULY 2018**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**AUGUST**

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**SEPTEMBER**

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30						

**OCTOBER**

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**NOVEMBER**

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**DECEMBER**

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	<u>JULY</u>	
31		- New Teacher Orientation
	<u>AUGUST</u>	
1		- Teacher Workday / Building Meetings
2		- Student Registration (until 7:00 p.m.)
3		- Convocation / Professional Development
6		- Teacher Workday / Building Meetings
7		- Teacher Workday / Building Meetings
8		- FIRST DAY OF SCHOOL
	<u>SEPTEMBER</u>	
3		- Labor Day ☐ Schools CLOSED
14		- School Day at the Fair ☐ Students Dismiss 3 hours early
20		- Parent Conferences ☐ Students Dismiss 2 hours early (Teachers work until 7:00 p.m.)
	<u>OCTOBER</u>	
10		- End of FIRST Nine Weeks
	<u>NOVEMBER</u>	
5		- Fall Break ☐ Schools CLOSED
6		- Election Day ☐ Schools CLOSED (Teacher Professional Development Day)
21-23		- Thanksgiving Break ☐ Schools CLOSED
	<u>DECEMBER</u>	
19		- Last Day of School before Christmas Break ☐ Students Dismiss 2 hours early
19		- End of SECOND Nine Weeks and FIRST Semester <i>(may be rescheduled due to inclement weather)</i>
20-31		- Christmas Break - Schools CLOSED
	<u>JANUARY</u>	
1		- New Year Holiday ☐ Schools CLOSED
2		- Teacher Workday ☐ Schools CLOSED
3		- First Day of Second Semester ☐ Schools Re-Open
	<u>FEBRUARY</u>	
7		- Parent Conferences ☐ Students Dismiss 2 hours early (Teachers work until 7:00 p.m.)
	<u>MARCH</u>	
6		- End of THIRD Nine Weeks <i>(may be rescheduled due to inclement weather)</i>
13-15		- Spring Break ☐ Schools CLOSED
	<u>APRIL</u>	
19		- Good Friday ☐ Schools CLOSED
22		- Easter Break ☐ Schools CLOSED
	<u>MAY</u>	
15		- LAST DAY OF SCHOOL (180 days) ☐ Students Dismiss 2 hours early <b>Last day of School is dependent upon needed make-up days</b>
16-17		- Teacher Workday <i>(may be rescheduled due to inclement weather)</i>
27		- Memorial Day ☐ Schools CLOSED if in Session
	<u>NOTE</u>	
	Inclement weather annually causes the last day of school to be rescheduled later than it appears here. It is recommended you delay making plans for the start of vacations until after May 31.	

**JANUARY 2019**

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**FEBRUARY**

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**MARCH**

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**APRIL**

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**MAY**

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**JUNE**

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