

# **Black River Falls Middle School**

**Principal: Mr. Rouu**

***RESPECT* is what we're all about.**

## **SCHOOL CALENDAR 2009-2010**

Tuesday	September 1	First Day of School for Students
Monday	September 7	Labor Day - Holiday
Thursday	October 8	Parent-Teacher Conferences
Monday	October 12	Parent-Teacher Conferences
Thursday	October 29	Convention/Flexible In-Service
Friday	October 30	Vacation Day
Friday	November 6	End of 1 <sup>st</sup> Quarter
Wednesday	November 25	Thanksgiving Vacation
Thursday	November 26	Thanksgiving Day – Holiday
Friday	November 27	Thanksgiving Vacation
Tuesday	December 22	Last Day Before Christmas Vacation
Monday	January 4	First Day of School After Vacation
Friday	January 22	End of 2 <sup>nd</sup> Quarter
Friday	February 12	Teacher In-Service
Monday	February 15	No School
Monday	February 22	Parent-Teacher Conferences
Thursday	February 25	Parent-Teacher Conferences
Friday	March 5	Snow Day
Thursday	April 1	End of 3 <sup>rd</sup> Quarter
Friday	April 2	No School
Monday	April 5	No School
Tuesday	April 6	Snow Day
Monday	May 31	Memorial Day – Holiday
Tuesday	June 8	End of 4 <sup>th</sup> Quarter/Last Day of School

### **Two-Hour Late Start Days**

September 11, 2009  
October 9, 2009  
November 13, 2009  
December 11, 2009  
January 8, 2009  
March 12, 2009  
April 9, 2009  
May 14, 2009

### **Tiger Fight Song**

Go, all you Tigers, Fight for Victory.  
We've got the Spirit, Come on let's hear it.  
Tigers all in one we fight, U-Rah-Rah!  
Go all you Tigers, See that mighty V.  
We're all behind you, Tigers will shine through.  
Black and Orange will win tonight!  
Go Black River Tigers Go!  
Go Black River Tigers Go!  
Hit'em High!  
Hit'em Low,  
Go Black River Tigers Go!

This handbook belongs to:

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## WELCOME

Welcome to Black River Falls Middle School! Your experience here will be filled with numerous opportunities and challenges. You're growing and changing, emotionally and physically, at an amazing rate, and you are now in a school community with probably a lot more students than you're used to. So get involved! Meet new friends! Do your best and enjoy your middle school years!

Everything we stand for and do here in the Middle School revolves around one word: **RESPECT**. Respect starts with yourself and extends to others around you. By helping us to create a safe, positive, respectful environment in our school, you'll find that everyone here will feel better about himself or herself. If you feel good about yourself and where you are, you'll be better able to achieve academic success and social success as lifelong learners and responsible citizens.

All the adults in this building are here because we've dedicated ourselves to working with young adolescents. We'll do everything possible to help you achieve success. The outstanding teachers and support staff truly want you to reach your potential; and with all of us working together toward this common goal, you can! Have a great year!

Mr. Roou, Principal

## MISSION STATEMENTS

**District:** Our relationships with all students will promote their educational achievement and prepare them to be life-long learners and compassionate, contributing members of our society.

**Middle School:** We dedicate ourselves to providing a safe, positive learning environment that meets the social, emotional, and physical needs of young adolescents so that all our students can reach their academic potential and become responsible, respectful citizens

## MIDDLE SCHOOL VISION

1. **"Do what's best for kids":** First and foremost, this is our guiding principle, and the basis, for everything we do.
2. **Improve Academic Achievement:** We do this continually by collaborating with one another in daily team meetings, faculty meetings, department level meetings, etc. We must take time to review, study, and utilize the large amount of data available to us in order to make informed decisions regarding curriculum and instruction.
3. **Attitude, Honesty, Integrity, Work Ethic, Communication:** The bedrock for our success as a staff, and, ultimately, to the success of our students.

## ACADEMIC COMPETITIONS

6th Grade High Quiz Bowl	Math Contest
6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup> Grade Battle of the Books	Art Contest
6th Grade Geography Bee	Spelling Bee
Writing Contest	

## ASSEMBLING ON SCHOOL GROUNDS

Students may not assemble on or about the premises of the school before 7:40 a.m., for purposes other than waiting for the first bell, or remain in, on, or about the premises of the school after 3:05 p.m. except by permission of the Principal or teacher in charge. In the event of inclement weather, students will be advised that they may stand inside the building in the school's entryway, **but may not go into the commons area.**

## ASSEMBLY PROGRAMS

Assembly programs are conducted throughout the school year. All classroom conduct rules apply during these programs. Students are to sit with their in-houses for all assemblies.

## ATTENDANCE AWARDS

Students with perfect attendance for a semester will be recognized with an attendance award during an in-house activity presentation. Students with perfect attendance for the year will be recognized with an attendance award at the end of the year awards program. *Perfect attendance means that not more than a total of 3 class periods in any one semester have been missed, with an excuse.* *Students accumulating more than 4 tardies, during any period, are not eligible for this award.*

## ATTENDANCE POLICY

School attendance is defined in Chapter 298 of the Laws of Wisconsin (Sec. 118.15). Chapter 298 establishes age 18 as the uniform maximum age throughout the State. Regularity in attendance is one of the most important factors in school success. Although a student may not be failed based on attendance alone, excessive absences may affect a student's final grade. Please see School Board Policy 431-Rule for the district's complete attendance policy.

We have 3 categories of absences:

1. Illness
2. Personal
3. Professional Appointments

- A. Illness- Parents must either call the school **or** submit a written note to the school office within two (2) days of the absence in order for the absence to be excused. Students having more than five (5) absences during a

semester, not including those while under a doctor's care, may be required to present a doctor's statement to excuse any further absences that semester.

- B. Personal - Absences of a personal nature must be arranged through the office in writing **prior to the absence** in order for the absence to be excused.
- C. Professional Appointments - Leaving school to attend doctor, dentist, social services, court appearances, etc. fall under this category. Arrangements are to be made through the school office.

Unexcused absences may be referred to Jackson County Health & Human Services in order to implement early intervention strategies with parents and students. Our intent is to avoid any type of legal proceedings.

### **BACKPACKS, BAGS, PURSES**

Backpacks, bags, purses or other luggage will be kept in the student's locker during the school day. Bags of any kind will **NOT** be allowed in the classrooms, unless you have received permission from your teacher to do so during in-house. Backpacks must fit appropriately in your locker.

### **BELL SCHEDULES**

#### **REGULAR DAILY TIME SCHEDULE**

Enter building bell 7:40

Warning bell 7:51

Final bell 7:54

1st Hour 7:54 - 8:39

2nd Hour 8:42 - 9:25

3rd Hour 9:28 - 10:11

4th Hour 10:14 - 10:57

7<sup>th</sup> Grade Lunch 11:00 - 11:42

5<sup>th</sup> Hour 11:45 - 12:28

SR(silent reading) 12:28 - 12:44

6<sup>th</sup> Grade - 5<sup>th</sup> Hour - 11:00 - 11:29

Lunch 11:29 - 12:11

5<sup>th</sup> Hour 12:14 - 12:28

SR 12:28 - 12:44

8<sup>th</sup> Grade - 5<sup>th</sup> - 11:00 - 11:43

SR 11:43 - 11:59

Lunch - 12:02 - 12:44

6th Hour 12:47 - 1:30

7th Hour 1:33 - 2:16

In-House 2:19 - 3:05

#### **LATE START SCHEDULE**

Enter Building 9:40

1<sup>st</sup> Hour 10:00 - 10:27

2d Hour 10:30 - 10:57

3d Hour 11:00 - 11:27

4<sup>th</sup> Hour 11:30 - 11:57

7<sup>th</sup> Lunch 12:00 - 12:39

6<sup>th</sup> Lunch 12:25 - 1:04

8<sup>th</sup> Lunch 12:53 - 1:32

6<sup>th</sup> Hour 1:35 - 2:02

7<sup>th</sup> Hour 2:05 - 2:32

In-House 2:35 - 3:05

## BICYCLES

Bicycles (and scooters and roller blades, unless coordination has been made with your in-house teacher) ridden by Middle School students should be parked in the designated parking area outside school. **Bicycles and any other mode of transportation are not to be ridden on school grounds during school hours, to include footwear with wheels.** Extreme caution should be taken when arriving and leaving school grounds or this privilege may be revoked. It is advised that bicycles, scooters, skateboards, and so on be locked, as the school district is not responsible for theft or damage.

## BOARD OF EDUCATION

Mr. Ramie Bakken - President

Ms. Laurel Meek - Member

Mrs. Lois Corey- Vice-president

Mr. Ken Artis - Member

Mr. Ron Wirtz- Treasurer

Mr. Don Mathews- Member

Ms. Mary Jo Rozmenoski - Member

## BREAKFAST PROGRAM

The doors (near the gym) will open at 7:30 a.m. daily, except for Late Start days, to accommodate students for our breakfast program. If you've not purchased a breakfast item, you are not allowed in the commons. Please pick up after yourselves and push your chairs in; we do not have assigned "table cleaners" in the morning. Thanks!

## BUS BEHAVIOR

Students are expected to behave on the bus. All appropriate school rules apply on the bus. Students misbehaving on the bus may be given detentions, off bus suspensions, and so forth as the situation merits. **The school no longer issues bus passes; this must be coordinated with the Director of Transportation.** A copy of the District's complete bus policy may be obtained from the Principal or by visiting the District's web site.

## CELL PHONES

### Cell Phones, Pagers, Any Electronic Two-Way Communication Device, etc.

In accordance with School Board Policy 443.6, no student shall be permitted to use an electronic paging or two-way communication device (cell phone, for example), an electronic media device (iPod, Mp3 player, for example), or a laser pointer (hereafter referred to as "electronic device") on school premises during the instructional day (7:54-3:05), except as specifically outlined in the policy. Electronic devices must be switched off and may not be carried with students during the instructional day. Administration or designee may permit the use of such devices if they find they are required for medical, educational, vocational, or other legitimate needs.

Any student found violating this policy shall surrender the electronic device and will be subject to disciplinary action. Any other item that is deemed inappropriate for school by administration or designee will also be confiscated. Prior to returning the device to the parent or student, the school reserves the right to review the content of

confiscated items and inventory them for threats, criminal information, or school rule violation, provided there is reasonable suspicion that such information exists on the device. Multiple violations of this policy will result in a parent meeting and possible disciplinary actions for repeated refusal to follow school rules. **1<sup>st</sup> Offense:** item confiscated for the day; parent contacted; **2<sup>nd</sup> Offense:** item confiscated; ISS; parent contacted; **3<sup>rd</sup> Offense:** Parent meeting with Principal.

**Laser pens or look-alike products and any "gag" items which shock, snap, or cause potential bodily harm are not to be brought to school and will be confiscated.**

**Students are strongly discouraged from bringing cell phones to school. School-issued locks are available in the office. A \$5 deposit is required.**

### **COATS AND JACKETS**

At no time are coats or jackets permitted to be worn in the classroom or homeroom unless a heating emergency has been declared; leave them in your locker. It's a good idea to keep a sweater or sweatshirt in your locker in the event that you might get cold.

### **CODE OF CLASSROOM CONDUCT**

Wisconsin Act 335 requires school boards to adopt a classroom code of conduct, authorizes teachers to remove students from class in specified circumstances, and requires that placement determinations be made with regard to such students.

Beginning August 1, 1999, a teacher is authorized to remove a pupil from the teacher's class if a pupil violates the code of classroom conduct adopted by the school board or is dangerous, unruly, or disruptive, or exhibits behavior that interferes with the ability of the teacher to teach effectively, as specified in the code of classroom conduct.

If a pupil has been removed from the classroom (i.e., sent to the office), the school principal or the principal's designee must place the pupil in one of the following:

1. An alternative education program, as defined by law;
2. Another class in the school or another appropriate place in a school, as determined by the school principal or his or her designee;
3. Another instructional setting; or
4. The classroom from which the pupil was removed if, after weighing the interests of the removed pupil, the other pupils in the class, and the teacher, the principal or the principal's designee determines that readmission to the class is the best or only alternative.

***The teacher responsible for removal of the student is responsible for contacting the parent/guardian as soon as is reasonably possible.***

**Note:** A complete copy of the district's code of classroom conduct can be obtained by contacting the Principal or by visiting the district's web site at [www.brf.org](http://www.brf.org).

### **COMPLAINTS**

Generally speaking, if a student, parent, or guardian has a complaint regarding any staff member, please attempt to discuss the issue with that particular individual first. If the

complaint is in regard to food service, transportation service, and so forth, please contact the individual in charge of that service first. If the issue is not resolved to your satisfaction, please contact the Principal, and then the Superintendent, and then the School Board if necessary. See also Board Policy #872.

### COMPLICITY POLICY

Any student judged to be helping or aiding other students to violate school rules and regulations is subject to discipline. All students are expected to cooperate fully with school officials. If they do not, they will be subject to discipline ranging from detention to suspension.

### COMPUTER USE

- Internet use is a privilege not a right. Students are expected to review or download only information or images that are classroom related and have educational value. Users are responsible for adhering to district use policies and procedures and guidelines.
- Students are not to access another person's folder or share their password with anyone else. Middle School students are not permitted to use E-mail or games (or CDs) brought from home or games downloaded off the Internet.
- Failure to follow the above guidelines may result in loss of privileges including the following: Internet, network, and/or computer use.

### COUNSELORS

Problems? Questions? Concerns? Contact one of the Middle School Counselors, Mr. Stanley or Mrs. Ferstenou.

### COURSES OF STUDY 2009-2010

<u>6th Grade</u>		<u>7th and 8th Grades</u>	
English	Chorus/Music	English	Tech. Ed.
Soc. St.	Phy. Ed.	Soc. St.	F/CE Family and Consumer Econ
Math	F/CE	Math	Art
Science	Tech. Ed.	Science	Band
Reading	Keyboarding	Reading	Chorus
Guidance	Art	Phy. Ed.	Foreign Language (Spanish)
Computer App.	Band	Agri-Business (8 <sup>th</sup> only)	

**Note:** ALL drop/adds for elective courses must be made during the first two weeks of each quarter. All requests must be done through the guidance office and include a written request from the parent or guardian.

## DETENTION

Detentions (School Board Policy 447.2) may be assigned by teachers, aides, or other adults designated by school administration. If a student fails to serve an assigned detention, whether before school, some time during the school day, or after school, the matter may be referred to the Principal. Detentions will *typically* be served **with** the classroom teacher (or aide) unless prior arrangements have been made.

1. **After-school** detentions assigned by the Principal or his designee are held on Monday, Tuesday, Wednesday, and Thursday, from 3:10 - 3:45 in the LGI or office. **Lunch** detentions, given at the discretion of the Principal or his designee, are also held in the LGI or office.
2. Students must do school work, which may include reading appropriate materials, and be quiet throughout the period.
3. Students violating the detention room rules may be given an additional detention(s) or ISS.

\*Parents wishing to change a date of a detention should contact the individual who issued the detention.

## DIRECTORY DATA

Notice is Hereby Given - That the School District of Black River Falls, according to Wisconsin Statute 118.125, declares the following as "Directory Data" and that the information relating to students may be made public or disclosed to any person if said information is any of the following categories:

"Directory Data" is defined as those pupil records which include the pupil's name, address, activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards received and the name of the school most recently attended by the pupil. Parents or legal guardians of a student have two weeks after the notice has been posted to advise the building principal in writing of any or all of the items they refuse to permit the district of designate as directory information about the student.

## DISCIPLINE MEMO FROM ADMINISTRATION

Contained herein are guidelines for discipline procedures here in the middle school. The steps or consequences may vary depending on the individual and/or the particular infraction. The administration retains the right and privilege to issue consequences for acts of discipline not specifically stated herein and to alter any consequences, as deemed necessary. The administration also reserves the right to amend any provision in this handbook. Any revisions will follow district guidelines. \*\*Students accumulating 4 or more Discipline Referrals over the course of the year may be ineligible to attend end-of-year incentive or reward based activities and field trips such as, but not limited to, "Last Day Activities," Dells Ducks Trip, Fun Nights, etc

## DISCIPLINE, PROGRESSIVE

The middle school operates under a "progressive discipline" philosophy. Progressive discipline essentially means that if typical consequences given a student for a rule infraction are not enough to remediate or stop the behavior, then the consequences for that student *progressively* become more severe. For example, if a student continually refuses to follow school rules, he or she may receive an OSS (out of school suspension) for a seemingly minor infraction because of his or her cumulative infractions.

## DRESS CODE

Students should dress in a manner appropriate for the educational setting as well as the particular occasion. Clothing that advertises tobacco, alcohol or drugs, including inappropriate, offensive, or suggestive language, sexual references (ie "Hooters" and "Playboy bunny" shirts, logos, etc), pictures, sayings, or messages that refer to violence or killing will not be allowed. Students are not allowed to write *any* type of marks on the skin, articles of clothing, etc. either on themselves or on others.

**What follows is a list of the *majority* of the items that may not be worn in school:**

- "Short" shorts or any other shorts that are not appropriate in appearance or, if in the opinion of a staff member, cause a distraction to the learning environment.
- Tank tops for boys and any shirts that do not cover the armpits.
- Spaghetti strap tops (less than 1" in width) for girls, "belly shirts," and halter tops, unless worn beneath an appropriate top.
- Pants/jeans must be pulled up and freely remain on or above the hips at all times. No undergarments may be seen, **regardless of shirt length. NO "SAGGING"!**
- All manner of dress must cover the bellybutton and not be distracting.
- "Back-less" tops (either partial or all backless).
- Linked chains (similar in appearance to a dog's "choke-chain"), either around the neck or on the pants or wallet.
- *Any* type of head covering, to include headbands, "hoodies," etc unless pre-approved by the Principal for special events or occasions.
- Students are required to keep their feet covered with appropriate footwear while in school.
- Bandanas may not be worn or displayed in any form at any time without permission.
- Collars (leather, look-alike leather, plastic, vinyl, etc.) may not be worn around the neck.
- Skirts, etc., must be of appropriate length. The bottom hem must reach the top of a student I.D. card (or 3.5 inches) when the card is held vertically and placed at the top of the student's knee ("Skorts" and leggings may be an exception to this rule, IF they are appropriate).
- Pants with significant rips, tears, or holes 3.5 inches above the top of the knee will not be permitted.

*Coats are to be removed prior to attending your first hour class. Keep a sweater or sweatshirt in your locker if you are liable to get cold.*

Items not found in the above list but which may be considered to be “distracting to the educational environment of other students,” may be restricted as well. The final decision on student dress will be at the discretion of the Principal or his designee.

### **ELECTRONIC DEVICES**

#### **Discmans, i-pods, MP3 players, Tape Recorders, Cameras, Electronic Games, CD Players, etc**

Students are discouraged from bringing these valuable personal possessions to school. **The school is not responsible for lost or stolen personal valuables.** These items may be confiscated (and returned at a later time) if they become a distraction.

### **EMERGENCY PROCEDURES**

When the TORNADO ALARM is sounded, all students and teachers should report to their assigned areas of safety. There will be NO talking during a tornado drill so instructions can be heard. We will conduct a school-wide tornado drill every spring.

When the FIRE ALARM sounds, students should evacuate the building in an orderly, quiet manner, and follow the instructions of those in charge. Exit instructions are posted in each classroom by the door. When you get outside, each teacher will take roll. Students are not to stand on paved areas where emergency vehicles may need to pass.

### **EXTRACURRICULAR ACTIVITIES**

Art Club	Football (7 <sup>th</sup> & 8 <sup>th</sup> only)	FCCLA
Basketball (7 <sup>th</sup> & 8 <sup>th</sup> only)	Tennis (7 <sup>th</sup> & 8 <sup>th</sup> only)	Track & Field (7 <sup>th</sup> & 8 <sup>th</sup> only)
O.A.K. Club	Middle School Yearbook	FFA
Chess Club	Science Club	Tech Ed Club
Cross-country	Volleyball (7 <sup>th</sup> & 8 <sup>th</sup> only)	Wrestling
Pep Club	Student Council	Battle of the Books
Tiger Times Newspaper	8 <sup>th</sup> Grade Book Club	

### **FAMILY ACCESS**

Family Access is a service provided to parents by the school district. Parents may check on their student's academic standing, review lunch account balances, and much more. You may get your password by physically Go to [www.brf.org](http://www.brf.org) to learn more.

### **FEES**

A \$15.00 registration fee is charged to all middle school students to cover the cost of Phys. Ed. towels, book rental, school activities, registration materials, and some art

supplies. This registration fee covers use of school property and equipment; however, students will be charged for damage to school property or loss of school property.

1. Books lost or destroyed - 100% of replacement
2. Damaged books - minimum \$.50 charge up to replacement cost.

**Students with outstanding bills and fines at the end of the school year may be held back from "Last Day Activities" and not receive their yearbooks.**

### **FIELD TRIPS**

1. At the start of each school year, a Field Trip Consent form is to be completed by every student.
2. Student attendance at on non-mandatory (not a school required) field trips must first be approved by the grade level team. If attendance, behavior, or academic progress is not satisfactory, participation may be denied.

### **FLOWERS**

The office will not accept flowers for students on Valentine's Day, Sweetest Day, etc. Please make other arrangements.

### **FOOD, GUM, BEVERAGES**

Gum chewing is discouraged and may be prohibited depending on the individual classroom teacher's or aide's rules. Food and beverages are to be consumed in the commons unless the teacher has approved a classroom activity involving food and/or drink. Food and beverages, other than what is to be used for cold lunch, is **not** to be kept in your lockers. Open (or capped) cans or bottles of soda, juice, milk, etc., are not to be in your lockers at any time. Pop and "energy drinks" are not allowed on school grounds and will be confiscated and thrown away.

### **FUN NIGHTS**

#### **School Parties, Activities, Fun Nights**

School parties and extra curricular activities are a privilege extended to the students of the Middle School. If a student's actions in school or while taking part in a school party or activity does not conform to the rules of the school, the privilege of taking part in said activities may be revoked.

The following list is a group of rules, which were adopted by the Student Council in regard to conduct and action during school-sponsored activities:

1. All school rules apply during parties and activities. **Cell phones or similar devices may not be used.**
2. All parties and activities are approved and supported financially by Student Council and/or Pep Club. The Principal approves requests for a party or activity.

3. Students are restricted to the area in which the activity is taking place. No loitering will be permitted.
4. **Fun Nights end at 4:30 p.m.** Students are not allowed to leave early unless met by a parent or guardian at the door.
5. The sponsoring group must clean the gymnasium and return all equipment to its proper place.
6. All individuals, except the sponsoring group, must leave upon completion of the activity. **Parents are expected to make transportation arrangements.**
7. Students not attending Black River Falls Middle School are not allowed to attend the Fun Nights.
8. In order to attend or participate in a school activity after regular school hours, students must be in attendance at school the day of the activity.
9. Students who have lost the privilege to attend the Fun Night are not to be on school grounds or in the vicinity.
10. Students are not allowed to run and chase, play tag, or throw objects of any kind in the gym during the Fun Night.

### **GRADING**

Teachers will explain to students in writing the basis for the grade they will receive. All academic classes (English, Social Studies, Math, Science, Reading) will give exams during the final week of each quarter.

### **GRAFFITI - WRITING/SCRIBBLING**

Students are not to write on walls, in lockers, in textbooks, or on their skin or clothing. Inappropriate language written in yearbooks is also not permitted

### **GYM USE**

During the regular school day, the only students allowed in the gymnasium are the physical education students. Students are not to use the gym as an entry or exit except in the case of fire or emergency. Students may also use the gym at noon as scheduled. The instructor will prescribe uniforms worn during the physical education classes.

### **HOMEROOM (or IN-HOUSE)**

All students will be assigned a homeroom, or in-house, which meets daily from 2:19 - 3:05 p.m. Some time during *1<sup>st</sup> period* may be used for assisting students with daily organization and going over announcements from the office. Afternoon in-house time is used for study and tutorial, club meetings, assembly programs, chorus, and other activities such as Battle of the Books and High Quiz Bowl. In-house teachers discuss report cards, progress reports, and homework assignments with their students during this time.

During all assembly programs, students must be seated in their in-house groups.

## HOMEWORK ASSIGNMENTS, EMAILED HOME

Each grade level offers assignments via school email. If you provide your home email address to your in-house teacher, assignments will be mailed to you each day.

### HONOR ROLL

Letter grades carry a point value. These point values determine the student's overall grade point average and admittance or non-admittance to the Honor Roll.

The point values follow:

* A	4.00	A-	3.667	B+	3.333	B	3.000	B-	2.667
C+	2.333	C	2.000	C-	1.667	D+	1.333	D	1.000
D-	0.667	F	0.000						

Students receiving an "I" (or Incomplete), will have 10 school days from the end of the grading period in which to complete all work. If the work has not been completed, the "I" turns into an "F."

Students with a grade point average of 3.500 - 4.000 will have their names placed on the High Honor Roll. Those with a grade point average of 3.000 - 3.499 will be on the Honor Roll. Students who make the *Honor Roll* the first three quarters in an academic year will be given an award at the Awards Assembly (or through the mail, if absent). Students on the *High Honor Roll* the first three quarters in a year will be given an Award of Excellence at the end-of-school-year Awards Assembly or, if absent, through the mail.

### ILLNESS & INJURIES

When a student becomes ill or injured at school, he or she should report to the office. There, it will be determined if the student should be sent home or to a physician or the hospital. No seriously ill or injured student will be allowed to go home without the consent of a parent or guardian. It is the responsibility of the student to immediately report even a minor injury to the teacher in charge so that an accident report can be completed.

**If a child meets with a minor accident or becomes too ill to continue in school OR should become seriously ill or injured while under the school's supervision, school personnel will immediately take the following steps:**

- 1) Render first aid.
- 2) Call the student's parents or guardian.
- 3) Arrange for transportation for the ill or injured to a source of medical attention.

### IN-SCHOOL-SUSPENSION (ISS)

ISS is oftentimes preferable to OSS (out of school suspension) in many cases as the student is allowed to remain in school and complete daily course work. The student will receive full credit for work completed while in ISS. If, however, the student does not abide by the rules while in ISS, a parent or guardian will be contacted and the student

may be sent home *with the understanding that the ISS will be completed the next available school day.*

### **INSURANCE**

The school does have supplemental insurance for all school-related accidents that occur while in school other than athletic-related injuries. Since the insurance is supplemental, it covers only those costs not covered by the family insurance policy.

### **LANGUAGE DISCIPLINE POLICY**

The middle school's "Language Discipline Policy" is designed to keep our hallways, lunchroom, playground, and other areas free of inappropriate language and words that are hurtful to others. What follows are the three levels of consequences for violations of this policy. (However, if the situation warrants, a student may be advanced to Level 2 or 3 for a first time violation.)

Level 1 - Lunch Detention: Parent informed by mail

Level 2 - After School Detention: Parent informed by phone and mail

Level 3 - One day out-of-school suspension: Parent informed by phone and mail

### **LEAVING SCHOOL**

Once students arrive at school (bus, car, bike, walking, and so forth), they are to remain on school grounds during the day, including noon hour. Bus students are considered to be "on campus" when they get on the bus in the morning (then disembark to attend school) and until they exit the bus after school. Parents or guardians calling for their son or daughter during the school day must sign them "out" in the office and sign them "in" if they return during the day. *Students leaving the school grounds without permission from the office shall be considered truant.* Bus students are **NOT** to get off the bus at the high school in the morning.

### **LIBRARY MEDIA CENTER (LMC)**

- The Library Media Center (LMC) houses more than 5000 fiction and 8000 nonfiction books. The computer lab houses over 45 computer stations for student use.
- The LMC is open from 7:45 a.m. to 3:40 p.m. daily. Students may work later if the LMC Director is still there. Checkout period for books is two weeks; for magazines, checkout is three days. Reference books, stencils, calculators, and "Type-right" units are for "overnight checkout," which means students may check out these items during the day, but they are due back before school the next day.
- Students are not allowed to print from the Internet unless it is for classroom use. If printing is appropriate, the student first "copies" the needed text or image, and then "pastes" into ClarisWorks.
- Students failing to return books, magazines, or other items will be required to pay the replacement costs. Students with overdue materials will lose LMC privileges.

Yearbooks will be withheld for those who have not taken care of their responsibilities. Students may also lose Fun Night privileges.

- Students are expected to put away all materials when they are finished using their computer. This includes all disks, sleeves, printed paper, manuals, etc.
- The use of magnets in the vicinity of any computer is strictly forbidden. Students may be charged for any damages or repairs, which result from negligence.

### LIGHTERS AND MATCHES

Lighters, matches, electronic shockers and similar paraphernalia are not to be brought to school. This may fall under a "Major Rule Violation."

### LOCKS & LOCKERS

Student lockers are the property of the school and are subject to periodic checks. The principal, designee, or designated authorities have the right to search a locker and its contents without the student's knowledge and/or presence if the aforementioned suspect the locker is being used for improper or illegal purposes. You will be assigned a locker, but if you choose to lock it, you must first sign out a combination lock from the office and pay a \$5.00 deposit. This lock will be hand-receipted to you from the office and if you lose it, you will lose your deposit. **Do not leave articles of value in your locker.** The school will not be responsible for items lost or stolen from your locker. Your locker is your responsibility and is to be kept neat and clean inside and out at all times, and it must close completely. Stickers are not permitted anywhere on your locker, and the use of any kind of tape on the lockers is strictly forbidden. Ticky tack, poster putty, or similar material may be used however. **It is your responsibility to ensure that your locker is organized neatly so that the door closes properly.** Students are not to change lockers unless administrative approval is obtained. At no time are students to enter another student's locker without permission. If you have problems with your locker, see the Principal.

### LOST AND DAMAGED MATERIALS AND EQUIPMENT

Students who lose or damage school owned materials and equipment (including assignment books) are expected to pay for them. The dollar amount will be assessed based on the condition and damage of the missing or damage item(s). Students who damage or destroy another student's property may also be required to pay for the damage. School owned books that students check out or that are issued are the student's responsibility and, if damaged, destroyed, or lost, the student is expected to pay accordingly.

### LOST AND FOUND

Check the lost and found in the Middle School office, or the commons for large items. These items will be removed periodically and given to a charitable cause.

If you've found something that does not belong to you, please turn it in to the Middle School office. Put your name on everything you own. The Lost and Found is located by the trophy cabinets in the commons and is cleared out every quarter.

### LOW LUNCH ACCOUNT NOTIFICATION

If your lunch account gets too low, a note will be given to the teacher in the appropriate district school building to give to the youngest in the family. The lunch lady at the computer will also give you a slip of paper as a reminder that your account is low. Finally, if you *think* your account is low, you may always ask at the computer and you will be told your balance. Balances may also be checked through Family Access. **No student will ever be denied lunch; however, if your lunch account gets too low, you will be offered a sandwich and milk in lieu of the hot lunch.** If there's enough food left, you may purchase an additional meal. Those on "free and reduced" must also pay for additional meals.

### LUNCHROOM

**Please remember to say "Please" and "Thank-you" when going through the lunch line.**

**Thanks!**

- All students will report to, and sit at, their assigned tables in the commons whether you eat hot or cold lunch or do not eat at all. Students not eating will be dismissed from the commons area to go outside or to the gym by the noon hour supervisor. Food is not allowed to be taken out to the playground.
- One person per week will be designated to clean off the table with soap and water and vacuum the floor around the table area. **All at the table are responsible to pick up refuse on, under, and around their table.** The lunchroom supervisor will check your table to make sure it is clean. *A clean table and a good attitude will get you entered in the drawing for "Table of the Month."* The table drawn will receive a free pizza!
- All students will exit the commons area and either go outside through the north exit **only**, if it is outdoor recess, or to the gym, if it is inside recess. We go outside unless the temperature or wind-chill is 0 (zero) or lower. Students are to bring their coats, hats, and/or other appropriate dress to the commons for outdoor recess.
- Those who fail to cooperate and/or follow the rules in the cafeteria, or follow the directions of the supervisor, may be assigned to a different table, directed to eat in isolation in another area within the lunchroom, eat in another supervised room, or be referred to the Principal.
- All students are required to sit at their assigned lunch table until it is time to go outside. Loitering-sitting, standing, visiting-at another table, is not allowed. You may receive an immediate lunch detention for doing this; if you're a repeat offender, you will go to the office to serve a lunch detention and then you will clean your assigned table **AND the table at which you were wrongfully sitting, standing at, loitering, etc.**

- Students are not allowed to let others "eat off their account" (or off their tray) without *first* filling out the parent permission form. See a lunchroom supervisor for this form.
- Private birthday parties are not allowed. If large quantities of food are brought in as a birthday treat, the food must remain at the student's table and be shared among everyone assigned to that table.
- Use only the bathrooms next to the theater. For indoor recess, you may use the ones next to the gym.
- Pop and "energy drinks," to include those brought from home for "special occasions," are not allowed at any time on school grounds. Items will be confiscated and thrown away.

### MAJOR RULE VIOLATIONS

The following are considered major rule violations. These are not all-inclusive, but demonstrate the type of behavior considered most inappropriate.

1. Student use or possession of tobacco, drugs or look-alike drugs, alcohol, weapons, (including look-alike guns), lighters, or explosives, while in the building, on school grounds, under school supervision, or while attending or participating in any school activity is strictly forbidden. If any of these items are found, they will be confiscated and NOT returned.
2. Fighting - physically causing bodily harm to another person.
3. Profanity (directed at another person).
4. Insubordination - refusing to immediately follow the directions of a teacher or supervisor.
5. Vandalism - Willfully destroying school property. (Restitution for damages is required.)
6. Theft/stealing.
7. Repeated minor rule violations.
8. Sexual and racial harassment, promoting and/or encouraging acts of violence and/or harassing other students or school personnel.
9. Making a 911 call, pulling a fire alarm.
10. Threats or threatening behavior to staff or other students.
11. Bomb Threats - making a bomb or weapons threat through *any* form of communication is a very serious matter.

It is **against the law** for students to-

1. Possess, use, or distribute drugs, alcohol, or tobacco.
2. Physically assault (batter or "beat up") another person.
3. Vandalize (willfully destroy another's property).
4. Steal.
5. Possess or use weapons.

6. Possess or carry, whether on school grounds, a school bus, or at any school-sponsored event, knives or other potentially dangerous objects.

### MAJOR RULE VIOLATIONS DISCIPLINE PROCEDURES

1. If a student commits an offense considered to be a "major rule violation," he or she will immediately be sent to see the Principal or his designee.
2. The school official will then speak with the student, teacher, or others who may have witnessed the act.
3. Every attempt will be made to contact a parent or guardian, either at home or at work.
4. The student may receive either an OSS or ISS.
5. Further contact with police, human services, special education personnel, school counselors, or others may be necessary.
6. Severe violations *may* be referred to the Board of Education for an expulsion hearing.

**Note:** The above steps do not necessarily need to be followed in this exact order.

**Note:** As per Board of Education Policy No. 447.3, Any student who "Engages in conduct while at school or while under the supervision of a school authority which endangers the property, health, or safety of others" **may be expelled**. "Repeated refusal or neglect to follow school rules" may also be grounds for expulsion.

### MEDICATION POLICY

Parents who request that medication be administered to their child at school are to inform the Principal or school nurse in writing. Both the physician and a parent must sign the written statement. These forms are available in the office. Any student who brings medication to school that is to be self-administered is to stop by the office and fill out the appropriate form. Students **MAY NOT** keep unauthorized medication in their lockers, backpacks, or person.

### MIDDLE SCHOOL RULES

1. **RESPECT** Show respect to yourself, all staff, substitutes, peers, and school property at all times.
2. Keep hands, feet, and objects to yourself.
3. No use of or display of tobacco, alcohol, drugs, or inappropriate language.
4. Appropriate clothing should be worn at all times. Jackets and items worn on the head should be left in your locker during the school day.
5. Do what is asked of you the *first* time.
6. Use common sense; when in doubt, ask a staff member.

### MINOR RULE VIOLATIONS

- The individual teachers and the grade level teams will typically deal with minor rule violations. Each grade level team will monitor student behavior and determine what action, if any, should be taken when students violate school rules which are not considered major violations. **Make sure you know each of your individual teacher's classroom rules** as they may vary slightly from classroom to classroom.
- In this system, rewards will be given for improved and exemplary behavior and privileges will be revoked when behavior is inappropriate. The grade level teams will further explain details.
- Continuous minor rule violations will result in the student being referred to the Principal or his designee and "Major Rule Violation" disciplinary steps may be taken.

### NONDISCRIMINATION POLICY

The Black River Falls School District does not discriminate against pupils on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap in its education programs or activities. Federal law prohibits discrimination in education and employment on the basis of age, color, national origin, sex, or handicap. The district encourages informal resolution of complaints under this policy. If any person believes that Black River Falls School District or any part of the school organization has failed to follow the law and rules of s.118.13, Wis. Stats., or in some way discriminates against pupils on the bases listed above, he or she may bring or send a complaint to the administration office at the following address: Dr. Dennis Richards, Superintendent, Central Administration Office, 301 North Fourth Street, Black River Falls, WI 54615 (715) 284-4357.

Step 1 A written statement of the complaint shall be prepared by the complainant and signed. This complaint shall be presented to the district employee designated to receive complaints. That employee shall send written acknowledgment of the complaint within 45 days.

Step 2 A written determination of the complaint shall be made by the board within 90 days of receipt of the complaint unless the parties agree to an extension of time, appeals under 20 USC. 1415 and ch.115, Wis. Stats., relating to the identification, evaluation, educational placement, or the provision of a free appropriate public education of a child with an exceptional educational need shall be resolved through the procedures authorized by ch.115 subch. V, Wis. Stats. Complaints under 20 USC. 1231e-3 and 34 CFR ss76.780-76.782, commonly referred to as EDGAR complaints, that the state or subgrantee is violating a federal statute of regulation that applies to a program shall be referred directly to the state superintendent.

Step 3 If a complainant wishes to appeal a negative determination by the board, he or she has the right to appeal the decision to the state superintendent within 30 days of the board's decision. In addition, the complainant may appeal directly to the state superintendent if the board has not provided written acknowledgment within 45 days of receipt of the written complaint. Appeals should be addressed to State Superintendent, Wisconsin Department of Public Instruction, 125 South Webster Street, P.O. Box 7841, Madison, WI 53707.

Step 4 Discrimination complaints on some of the above bases may also be filed with the federal government at the Office for Civil Rights, U.S. Department of Education, 111 North Canal Street, Suite 1094, Chicago, IL 60606-7204. Phone: 312.353.8192 Fax: 312.353.5147

### NOON HOUR

Students must stay on school grounds during the noon hour. Our school is a closed campus - **you may not go home for lunch, unless a parent or guardian has prearranged this absence with the office and then stops into the office to sign you out.** You may purchase lunch from school or bring a lunch from home.

During outdoor lunch break, students are not to be in the street or faculty parking lot. You must stay on the west and north side of the building only and not go into the pines or other areas of the playground not under adult supervision. **All school rules apply outdoors as well as indoors.**

### NOON HOUR INTERVENTION

Students who have failed to complete their school work may be placed in the "noon hour intervention" room. Here, students will receive academic assistance and be allowed to eat lunch at the end of this remediation period.

### NOTES AND NOTE PASSING

Students are **not** to pass personal notes to one another at any time in school. Notes may be confiscated and turned over to parents.

### NURSING SERVICES

The School District employs only one school nurse. Any student wishing to see the nurse should leave a message in the office or report to the office with a pass.

### OFFICE HOURS

The Middle School Office is open from 7:30 a.m. to 3:45 p.m. Monday through Friday.

### OUT-OF-SCHOOL-SUSPENSION (OSS)

OSS is typically reserved for more serious infractions of school rules such as, but not limited to, physical violence, threats and/or threatening behavior, and "Major Rule Violations" (see below). The student may be suspended from one to ten days for any violation of school rules or regulations. Students on OSS are not allowed on school grounds for the period of the OSS and are not allowed to complete any Community Service hours on school grounds.

**If a student is suspended out-of-school, a parent or guardian is required to accompany the student back to school for a re-admittance conference before the student returns to class.** Credit for work missed will be granted during OSS *as this is an excused absence.*

**Note 1:** Students placed on ISS or OSS are not allowed to participate in any extra-curricular activities on these days, or the next scheduled event, whichever is first, either as a participant or spectator. The student will also typically not be allowed to attend a Fun Night if it falls on the day of an ISS or OSS.

**Note 2:** The school reserves the right to implement alternative, appropriate "make-the-punishment-fit-the-crime" forms of consequences to include, but not limited to, policing trash on school grounds, cleaning school desks, and so forth.

### **PASSES**

Students are required to have a signed pass (found in the assignment notebook) in their possession **at any time they are in the halls** other than between classes and before and after school. Teachers are responsible for their students while they are out of their rooms. Students should, therefore, realize that abuse of the hall privilege might result in their being denied this privilege in the future by that teacher. **Keep your assignment notebook with you at all times.**

### **PRESIDENTIAL EDUCATION AWARDS**

This award is given to students at the exit of 8<sup>th</sup> grade who have a *three year cumulative* GPA of 3.5 or above and who have achieved in the 85th percentile or higher in math or reading on the 8<sup>th</sup> grade WSAS test.

### **REPORT CARDS AND PROGRESS REPORTS**

The final report card at the end of the school year is the only mailing parents will receive. All other report cards and progress reports will be printed out by the student, and parent notification of this will be made via newsletter, web site, and School Messenger (automated calling machine). When parent/teacher conference times coincide with either of the two reports, however, they will be hand delivered to the parent or guardian.

### **RESTROOMS**

Students are to use the restrooms before and after school, during the noon hour, or in the time allotted between class periods. Only with the teacher's permission will students be allowed to use the restrooms during class time. Students passing to and from the LMC and while signed out to the LMC are not permitted to use the restrooms. Electric hair care devices are not to be brought to school.

### **SCHOOL CLIMATE**

While school discipline and rules may not be the most positive topic in our handbook, it is, nevertheless, a necessary one. By working together and following some common sense and basic common courtesy guidelines, we can create an environment that is fun, educational, and safe for everyone!

## **SCHOOL PUBLICATIONS/DISTRICT WEB SITE**

- That the School District of Black River Falls, pursuant to Sec. 118.125(2) (J) Wis. Stat., which became effective on April 27, 1982, and the U.S. General Education Provisions Act, declares the following as "directory data" and that information relating to students may be made public or disclosed to any person if said information is in any of the following categories:
- "Directory Data" is defined as those pupil records which include the pupil's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards received, and the name of the school most recently previously attended by the pupil.
- The School District of Black River Falls maintains a website for communication to parents and the community. Frequently, it is a showplace for student work and achievements.
- **Parents or legal guardians of a student have two weeks after notice has been posted to advise the building principal in writing of any or all of the items they refuse to permit the district to designate as directory information about that student. Also, if you do not want to your child's picture or name (first and last) on the district web site, please inform the building principal in writing within the first two weeks of school.**

## **SCHOOL TRANSFERS**

A student who is transferring from Black River Falls Middle School to some other school must proceed as follows:

1. The parent or guardian must sign the appropriate form for permission to release records.
2. The student will be issued a checkout form that must be signed by each teacher and the librarian as textbooks and other materials are returned.
3. Return the completed form to the office for final approval.
4. Upon request from the new school, a transcript of the student's record will be forwarded to the school in which the student has then enrolled.

## **SKATEBOARDS**

Skateboards are not to be brought into the building or stored in lockers. However, you may ride your skateboard to school and bring it into the building **IF** your in-house teacher has agreed to let you store it in his or her room. The above bicycle rules apply to skateboards as well.

## **S.T.A.A.R.**

Students and Teachers for **Academic Accountability** and **Remediation** is a Board of Education endorsed program. Students not passing mid-quarter or end-of-quarter classes are required to attend scheduled "STAAR Study Nights" from 2:30-5:30 p.m. Students not passing core classes by the year's end are required to attend and successfully complete summer school prior to their moving on to the next grade. Eighth grade students are subject to the district's state-mandated "Grade Advancement Policy." Please see the Principal for the complete policy.

## **STAFF**

### Administrative and Support Staff

Superintendent of Schools

Mr. Mark Beckord, Mr. Andrew Kastner - School Psychologists

Mrs. Jill Collins - Director of Business Services

Mrs. Sherri Torkelson - Curriculum Coordinator/Principal, Forrest Street Elementary

Mrs. Kathy Rumsey - School Nurse

### Guidance Counselors

Mr. Chad Stanley Mrs. Wendy Ferstenou

Terrific Teachers - Listed in the Course Description Booklet

Super Secretaries - Ms. Julie Erlandson, Mrs. Marla Nelson

### Awesome Aides

Mrs. Del Rae Chenoweth, Mrs. Marcia Devendorf,

Mrs. Jean Helland, Mrs. Pam Holcomb, Mrs. Kathy Kuhry, Mrs. Angi Washburn

### Incredible Custodians

Mr. Karl Danielson, Head Custodian

Ms. Michelle Kail, Mr. Chip Elliott

Mr. Dave Ludeman, Mr. Wayne Wenthold

Fantastic Food Service, Cooks - Mrs. Kim Amborn, Mrs. Janet Oligny, Mrs. Wendy Mlsna

## **STUDENT ASSISTANCE PROGRAM**

The Student Assistance Program is especially designed to provide individual and/or group support for students who have problems or difficulties, which are interfering with their ability to learn and maximize their potential in school. Goals include the following:

1. To help students make responsible, healthy lifestyle decisions.
2. To promote a chemical-free lifestyle among students by providing information and support appropriate to meeting their particular needs.
3. To provide a referral process in which students and parents can receive assistance in locating school-based and community support.
4. To improve the awareness level of parent, teachers, administrators, and students regarding potential health safety risks facing young people today.
5. To enrich the learning environment to include improved attendance, appropriate behaviors, and academic achievement.
6. Involvement in support groups is voluntary. Parents who wish to limit their child's involvement should contact the guidance department staff.

### STUDENT COUNCIL AND PEP CLUB

- Student Council acts as a voice to express students' wishes and concerns and makes suggestions to school administration. Representatives and alternates are elected from each class. The president, vice-president, secretary, and treasurer are elected on a school-wide basis. Any student is eligible for office if he or she meets good citizenship and character standards as determined by staff and administration.
- The Pep Club and Student Council are active organizations in the Middle School that plan and fund quite a number of student functions and programs. The annual fall magazine sale generates the revenue to support such things as Fun Nights, (help with some) field trips, pizzas for "Tables of the Month," awards programs, student yearbooks (by helping to defray the cost), purchases on behalf of students, and various other school and community activities.

### STUDENT OF THE WEEK

Weekly, teachers in each grade level will select a student of the week. Criteria used to select this individual include the following: Does the student -

1. Show respect for self and toward others.
2. Demonstrate a positive attitude toward school.
3. Demonstrate behavior that is appropriate and responsible.
4. Achieve academically to his or her fullest potential (ability).
5. Attend school regularly and on time.
6. Complete assignments on time.
7. Participate in class activities.
8. Participate in school activities.

### TARDY POLICY (per quarter)

4 Tardies = Lose Power Pass, No Pass List, parent contacted

8 Tardies = Lose Fun Night, Meet with core teachers to devise plan, parent contacted

12 Tardies = Half day ISS, parent contacted

16 Tardies = Full day ISS, parent contacted

### TELEPHONE CALLS - PAY PHONES

The phone in the Middle School Office may be used by students on a limited basis to include emergency calls. The office staff will immediately notify students of incoming emergency calls. For all other incoming calls, the students' names will be read over the intercom during morning and afternoon announcements (approx. 10:07 a.m. and 2:20 p.m.), and students will need to report to the office to receive their message. Depending on the situation, long distance calls may be made to reach a parent or guardian. The pay phone may be used during the school day at noon but only after permission has been obtained from a teacher or supervisor. Non-emergency 911 calls are considered a violation of the Major Rules clause and will be dealt with accordingly.

## TELEPHONE NUMBERS

Middle School Office & Principal	284-5315
Guidance Office	284-4357 ext. 3022
School District Office (Superintendent)	284-4357
Lunda Center (recreation)	284-7606
Lunda Center Theater	284-4881
Lunda Center Theater (Director)	284-4324
Bus Garage (Transportation)	284-2557

To speak directly to a specific teacher, dial 284-4357, wait for the prompt, and then enter the teacher's extension. A complete list of the teachers' extensions is published in the middle school's monthly newsletter. Staff may also be contacted via email. Email addresses are posted on the district's web site.

## TEXTBOOK REPLACEMENT

Students are responsible for the proper care and use of the textbooks that are issued to them. If a book they are responsible for is lost (or damaged and must be replaced), the student will be charged the replacement cost.

## VISITORS

While parents and community members are certainly encouraged to visit our school, we ask that you first stop by the office to sign in and receive a disposable visitor's badge. Black River Falls Middle School students may have friends or relatives, their own approximate age, visit school under the following conditions:

1. A note from the parent/guardian of both the BRFMS student **AND** the visiting student requesting such a visitation must be brought to the office **at least one day prior to the requested day of visit.**
2. The request must be approved and signed by all teachers and the Principal.

*Because of the potential disruption to the educational environment, students may not visit Black River Falls Middle School during the following periods of time:*

1. The first two weeks of the school year.
2. The last day prior to any school vacation.
3. The last two weeks of the school year.
4. After having already visited Black River Falls Middle School once during the present school year.

If a student is unexcused or truant from his or her own school, that student will not be allowed to visit the Middle School. Approval of all visitors is left to the discretion of the Principal.

## WEATHER

Tune in WWIS radio 99.7 FM or the district's web site at [www.brf.org](http://www.brf.org) for school closing announcements.

## **WISCONSIN STUDENT ASSESSMENT SYSTEM**

- Under current law, all school boards beginning in 2002-2003 are required to adopt a written policy specifying the criteria for promoting a pupil from 4<sup>th</sup> to 5<sup>th</sup> grade and from 8<sup>th</sup> to 9<sup>th</sup> grade. Beginning September 1, 2002, a school board would be prohibited from promoting a pupil from 4<sup>th</sup> to 5<sup>th</sup> grade or from 8<sup>th</sup> to 9<sup>th</sup> grade unless the pupil satisfied the criteria specified in the school board's policy. This policy will be effective for students who entered grades 2 and 6 in the fall of 2000 and all subsequent years.
- School boards are also required, by September 1, 2002, to adopt a written policy specifying the criteria for granting a high school diploma that are in addition to current law requirements related to the number of credits or alternative education. Beginning on September 1, 2003, a school board would be prohibited from granting a high school diploma to a pupil unless the pupil satisfied the criteria specified in the school board's policy. This graduation policy will apply to all students entering grade 9 in the fall of 2000 and all subsequent years.
- Parents are encouraged to talk with their child's teachers, counselors, and principals about the testing process, and the promotion and graduation policies. Under current law, you may excuse your child from this testing requirement. Please ask the Principal for further information on this matter.

## **WORK PERMITS**

Students 14 years of age and older seeking a work permit must present the following to the office, and then you will be called down later to pick up your permit:

- Birth certificate or Baptismal certificate
- Letter from employer
- Letter from parent or guardian
- Social Security card
- \$5 fee

## **YEARBOOKS**

Yearbooks are available for the students to purchase and will be ordered in the fall. Part of the cost of publishing the yearbook will be paid for from Student Council and Pep Club funds. Students not ordering books in the fall will pay full price in the spring if extra books are available.