

Washington Township School District
'A Community of 21st Century Learners'



Long Valley Middle School

2011-2012

Student Handbook

WELCOME

Welcome to the Long Valley Middle School. It is our goal that the time you spend here will be an exciting learning experience. We will offer you interesting and practical courses developed into a total educational program that will make you better prepared to assume your role as a young adult. A great deal of emphasis will be placed on your development as a total person. You will find your teachers, counselors, and administrators interested in your development as a good student and a well-rounded person.

In order to ensure that each student has the full opportunity to benefit from the middle school program, it is necessary that certain rules, regulations, and procedures be followed. Your teachers and community want to provide you with the best program possible, but its success is ultimately dependent on your dedication to your own education. If you follow the rules and guidelines in this handbook, you will experience the best possible learning conditions in an environment that is safe, stimulating, and free of distraction.

VISION STATEMENT

The Long Valley Middle School promotes intellectual curiosity, cultivates creative thinking, and challenges students to own their future and take pride in their accomplishments. Our goals are lofty, but, by providing an atmosphere of respect for the value of human diversity and encouraging students and staff to contribute in a positive way to the school community and beyond, they can certainly be met.

The 21st century is proving to be an era of more questions than answers and more change than stability. What we can count on is the continued need for more creative minds, better teamwork, and a heightened sense of responsibility.

While it may be true that it takes a village to raise a child, it is even more important to realize that it will take every child to elevate the village.

The school strives to provide the optimal learning environment by implementing innovative programs and utilizing

cutting-edge technology while keeping the crayons handy. We are catalysts for our students' discovery of their passions, strengths, and challenges. We strive to work collaboratively to strengthen parent, staff, and community involvement for the benefit of all and to kindle the spark of the life-long learner in each of us.

SCHOOL INFORMATION

School information regarding concerts, school events, sporting events, and directions to other schools can be found at the school website: www.wtschools.org . Then click on Long Valley Middle School.

SCHOOL ORGANIZATION

The Long Valley Middle School complex houses grades 6 through 8. Students are organized into grade level teams, called houses. Each grade has three houses made up of approximately 110 students.

Each grade level team is encouraged by the principal of the school to create a community. Each team, with its own character and individuality, contributes to the positive environment of the total school. Students are expected to be cooperative and contributing members of their community. The team and the school value the contributions of individual students to the group. Teacher teams plan activities that allow students to give of themselves, utilizing their talents and interests. In this way, each student will achieve a sense of self worth and a sense of value for others in the community.

In addition to the teachers on the grade level team, the school offers a number of specialized programs and staff members who are here to help students in a number of ways. All staff members are available for conferences at student or parent request.

Grade 6 Schedule

8:35 AM	Arrival
8:40 AM	Warning Bell
8:45 – 8:52	AM Homeroom
8:54 – 12:53	Rotating Schedule
12:55 – 1:20	Lunch
1:22 – 3:17	Rotating Schedule
3:18 - 3:22	PM Homeroom
3:22 PM	Dismissal

Grade 7 Schedule

8:35 AM	Arrival
8:40 AM	Warning Bell
8:45 - 8:52	AM Homeroom
8:54 – 11:19	Rotating Schedule
12:28 – 12:53	Lunch
11:48 – 3:17	Rotating Schedule
3:18 – 3:22	PM Homeroom
3:22 PM	Dismissal

Grade 8 Schedule

8:35 AM	Arrival
8:40 AM	Warning Bell
8:45 - 8:52	AM Homeroom
8:54 – 12:26	Rotating Schedule
11:21 – 11:46	Lunch
12:55 – 3:17	Rotating Schedule
3:18 – 3:22	PM Homeroom
3:22 PM	Dismissal

HOMEWORK

Home study is a necessary part of each pupil's educational program. Each student is expected to spend additional time outside of his/her scheduled class instruction to achieve satisfactory work.

Some assignments are long range in nature and require planned study time for their completion. Planned study eliminates the necessity of spending too much time in completing an assignment the day before it is due. The responsibility and time allotments for homework are gradually increased from grades K-8. While it is impossible to prescribe a precise daily time allotment for homework since each child works at his/her own rate, assignments should be commensurate with the child's ability and, therefore, should generally adhere to the following guidelines:

Grade 6--- 1 to 1 1/2 hours daily

Grade 7--- 1 to 1 1/2 hours daily

Grade 8--- 1 to 2 hours daily

Make-up work for assignments missed due to absences must be completed by the student. It is the responsibility of the student and/or parent to obtain make-up assignments. The parent should make a request for assigned work during an absence by 9:00 a.m. of the day it is to go home. This request should occur only after two consecutive days of absences. However, if it is known that the child will be absent

for an extended period, a written request should be made, at least one week prior to the absence. If a student misses work during an excused absence, that student has double the number of days of the absence in which to make up the missed work. A detailed homework policy is available on the [District Website](#).

ABSENCES AND EXCUSES

The Board of Education believes that regular attendance in class, participation in class activities, and interaction between pupils and teachers are vital and integral parts of the learning process. Frequent absences of pupils from regular classroom learning experiences disrupt the continuity of the instructional and learning processes. The Board of Education therefore discourages absences of pupils.

Any pupil who for any reason fails to attend 165 days of school, within any given academic year, shall be subject to an administrative review by the principal of his/her school. The administrative review: administrators, teachers, parents/guardians, students themselves, and or other school personnel such as supervisors, guidance counselors, child study team members, etc.

The following absences are excusable when supported by an explanation from the parent/guardian:

- a. Personal illness or injury
- b. Death of a member of the immediate family or household
- c. Absence due to court intervention
- d. Religious holidays as prescribed by N.J.S.A. 18A:36-16
- e. Quarantine
- f. School sponsored activities
- g. Unique special circumstances which may develop on a case-by-case basis

All other absences shall be marked as unexcused, and subject the pupil to disciplinary action. In cases where the parent/guardian knows in advance a student will be absent, he/she should inform the school in writing.

VACATION POLICY

While the Board of Education discourages absences of pupils for vacations or trips not regularly included as school activities, the responsibility to make up assignments and/or to catch up to the instructional level of the class rests entirely upon the individual parents and the individual students, as

these are unexcused absences. It is the responsibility of the parent/guardian to contact the school in writing at least one week prior to the known extended absence in order to initiate the securing of assignments. Parents/guardians bear full responsibility for the decision about the relative value of the vacation or travel experience as opposed to the academic instruction.

Parent Responsibilities

1. The parent will notify the homeroom teacher at least one week prior to the student's last day of school.
2. The parent will monitor the work as it is being done by their child.
3. The parent will call the homeroom teacher or write a letter to check that the child has submitted or made up all the work within the time period allowed.
4. The parent will be aware that if no work has been requested prior to the extended trip or vacation, students shall be provided the opportunity to make up work missed. The length of time to make up this work would be a minimum of 1 day for each school day missed or longer at the teacher's discretion.

Students' Responsibilities

1. The student will pick up the work before leaving and do the work while away.
2. The student will hand in the work within a time period equal to the number of school days missed.
3. The student will check with each teacher for additional work upon return. Student and teacher will develop a schedule for the completion of his/her work including any tests or quizzes.

Teachers' Responsibilities

1. By the last school day prior to the trip, the teacher will provide the student with the work for up to a one week period. This will include textbook work and any assignments already developed and ready.
2. If a trip is longer than one week, only scope and sequence need be provided. The student will be given tests on the work upon return with a schedule developed by the teacher and student.
3. If the teacher feels that some work cannot be completed while the child is

out because of the lack of appropriate classroom background, that work, at the discretion of the teacher, should be completed when the child returns.

4. Upon the return of the child to school, the teacher may provide additional assignments to be completed in a time frame at the discretion of the teacher.
5. The teacher will arrange a schedule for the student to make up any tests and quizzes missed.
6. For extenuating circumstances such as a trip of one month or longer, a program will be developed among teachers, administrators, and parents.

PROGRESS REPORTS/REPORT CARDS

Academic progress reports are issued at the midpoint of each marking period. A progress report will be sent when a pupil's progress is considered unsatisfactory.

Report cards are issued four times during the school year. They indicate grades in all subjects and the student's attendance during each marking period. Parent conferences with individual teachers may be scheduled by contacting the teacher, guidance counselor, or the office.

PROMOTION AND RETENTION POLICY

It is the policy of the Long Valley Middle School that each child be moved forward in a continuous pattern of achievement and growth that is in harmony with his/her own development. A student will be promoted to the succeeding grade level when he/she has completed the course requirements at the presently assigned grade and/or has demonstrated the degree of social, emotional and physical maturation necessary for a successful learning experience in the next grade.

The Chief School Administrator shall develop procedures for promotion and retention of students which:

1. Require the recommendation of the classroom teacher for promotion or retention;
2. Require that parents are informed in advance of the possibility of the retention of a student at a grade level;
3. Assure that every effort will be made to remediate the student's difficulties before he/she is retained (appropriate Special Services staff has been consulted); and

4. Assign to the building principal the final responsibility for determining the promotion or retention of each student.

GUIDANCE

Guidance services are available for **every student** in the school. These services include assistance with educational planning, study help, help with home, school and/or social concerns or any question the student may feel a need to discuss.

2NDFLOOR® New Jersey's Youth Helpline

Students and parents: The New Jersey Youth Helpline, 2NDFLOOR, is a toll-free, anonymous and confidential helpline available 24 hours a day, 7 days a week, 365 days a year to all New Jersey young people, ages 10 to 24. Youth can call 2NDFLOOR at 1-888-222-2228 to speak with professionals and trained volunteers who listen attentively, non-judgmentally and compassionately to issues and problems they are facing. Visit www.2NDFLOOR.org for more information and try the message board!

SCHOOL NURSE

Students, who need to see the school nurse because of illness or injury, must receive permission from their classroom teacher. Students will be given a pass to present to the nurse and must report directly to the Health Office.

MEDICATIONS

If your child must take medication during school hours, these rules and regulation **must be** adhered to:

1. Medications must be properly labeled with the druggist's label to include the pupil's name, doctor's name, name of medication and date prescribed. The date must be current.
2. Parents must bring these medications in person to the nurse's office together with a note describing the dosage and the time the medication is to be given and the reason for the medication. The medication will be kept in the nurse's office at all times.
3. Over-the-counter medications purchased without a doctor's prescription may not be used without

a written statement from both the doctor and the parent/guardian which identifies the type, dosage, and purpose of the medication.

4. All medications should be in their original container.
5. The school will not provide aspirin or other over-the-counter medications.
6. No students are to be in possession of any type of over-the-counter pills, vitamins, aspirins, etc.

ACCIDENTS

Every accident in the school building, on the school grounds, or at any athletic event sponsored by the school, must be reported immediately to the person in charge and to the main office.

IMMUNIZATIONS

New Jersey law requires every student enrolled in a New Jersey school to have adequate immunizations. Proof of immunizations must be given to the school at the time of the child's registration. A new student may be enrolled for 30 days until proper records may be secured.

SCHOOL ATTENDANCE

The school day for students begins at 8:35 AM and ends at 3:20 PM.

Regular attendance is essential for good schoolwork. According to New Jersey School Law, personal illness, quarantine, death in the immediate family, and religious holidays are the only legal excuses for school absence.

If you will be absent from school for any reason, a parent must contact the following number: (908) 876-3434 and follow the prompts. A parent or guardian should state the student's name, grade, school, and the reason for the absence. Absence without parent's knowledge or leaving the building without permission from the office will be classified as truancy. Truancy may lead to suspension (either ISS or OSS) from school for a specified period of time.

When a student is late for school, he or she must report directly to the office to obtain a late pass. Excessive tardiness will be dealt with individually.

STUDENT DROP-OFF PROCEDURES

Parents driving their children to school should enter the staff parking lot and proceed to the designated "student drop-off" area.

8:00 - 8:35 AM

Students should report directly to the Cafeteria. A staff member is on duty to supervise students during this time period. **Students may not be dropped off before 8:00 AM.**

8:35 - 8:45 AM

Students should report directly to their homeroom teacher. Other students will be dropped off the school buses during this time.

After 8:45 AM

School officially begins at 8:45 AM. Students should report to the main office upon entering the building. Parents should provide a written note for tardiness to school. Attendance will be recorded in the main office and a pass issued for the student to enter class.

STUDENT PICK UP PROCEDURES

Students **not** using bus transportation home should follow the procedures outlined below. **Any student wishing to be excused during the day must bring a signed note from home giving the reason for the early dismissal.** Students should bring the parent's written note to school in the morning and hand it to their teacher during morning homeroom. Upon receipt of the parent request, the child's name will be placed on the daily attendance list indicating the time for dismissal. All students leaving early should report to the Main Office five minutes prior to their pickup time. Any requests for early dismissal by note or telephone may be confirmed by the school by a call to the student's parents. **Please note that classes will not be interrupted to page students to the office unless it is an emergency.**

Early Dismissal Procedures

9:00 AM - 3:19 PM

Students leaving school prior to the regular dismissal at 3:20 PM should request permission from their teacher to leave class in time for them to arrive at the main office at the time designated on the daily attendance list. Teachers will use the attendance sheet as an indication of early dismissal approval. Parents should park their car (in the lot, not in fire lanes) and then enter the building to the Main Office through the main entrance. A secretary will sign the student out of school and release the student to

his/her parent or other designated adult as indicated in the early dismissal note.

3:20 - 3:30 PM

Children leaving school at the regular dismissal but not riding the school bus should proceed to either of the two designated student-crossing areas. Parents are requested to follow either of the two options outlined below:

1. Park the car in the stone parking lot behind the Board of Education office. Your child will be allowed to cross the road under supervision and meet you in the parking lot.
2. Park the car adjacent to the designated **STUDENT PICK-UP/DROP-OFF** area located near the Performing Arts Center. Students should be picked up curbside whenever possible to avoid crossing into the main parking area.

EMERGENCY CLOSING

When it becomes necessary to close school because of inclement weather or other valid reasons, notice will be broadcast over the following radio and television stations:

WRNJ-1510 AM

WKXW-101.5 FM

CN8 (Comcast) 6:00 AM-10:00 AM

Information will also be posted on the school website (www.wtschools.org) and our Honeywell Instant Alert System.

VISITORS

All visitors to the Long Valley Middle School must sign in at the Main Office. Students are not permitted to have visitors during the school day.

WITHDRAWAL OF STUDENTS

The office should be notified at least two days in advance of a student's impending withdrawal. The student will receive a withdrawal form and instructions from the secretary. All textbooks, library books, lunch payments, and fines must be cleared before the student secures a transfer record to another school.

DISCIPLINE

To guarantee a good social and educational climate, it is important that students understand that acceptable standards of behavior will be expected at all times (please refer to [BOE policy 5600](#) or a building administrator for definitions and

explanations). Discipline will be administered when any individual's actions interfere with the rights of teachers to teach and students to learn.

Students are reminded that any teacher or staff member in the school has the right to correct unruly individuals at any place and at any time.

Students are expected to conduct themselves in an orderly, courteous manner at all times. The vast majority of the time Long Valley Middle School students meet these expectations. However, in the event a student acts inappropriately, there will be consequences in order to make it clear that this behavior is not acceptable and will not be tolerated. Each grade level team has designed a specific plan of in-class expectations and how compliance will be recognized. Consequences are clearly stated. Parents are invited to school for a presentation of these plans at the beginning of each school year. The grade level plans make it possible to recognize the differences in students at various age levels without contradicting general school rules. If the grade level team has exhausted the provisions of its discipline plan, most likely an administrator will become involved.

1. Knives, radios, matches, lighters, firecrackers, recorders, water pistols, and any other items that interfere with an optimal learning environment should not be brought to school. **Cell phones and ipods should be turned off when entering the school.** *Ipods may only be used during lunch periods.* Items that detract from learning may be taken and redeemed only by parents.
2. Students passing through the hallway and other parts of the building without a staff member during class time **MUST possess a hall pass.**
3. Bathroom passes are required. Only one boy and only one girl may be out of any given classroom at a time. Students should sign out and use the nearest facility.
4. Student use of the telephone should be restricted to emergencies or communicating some unavoidable change in plans to the parent. In all cases the student must have the permission of a staff member. Students may have cell phones for emergency use in their possession, **but they may not seen, heard, or powered on school hours or while riding the school bus.**

FIRST OFFENSE: If a student's phone causes a disruption and/or is visible, it will be confiscated by the teacher and sent to the main office, in which the student may have it returned

at the end of the day.

SECOND OFFENSE: If a student's phone causes a disruption and/or is visible, it will be confiscated by the teacher and sent to the main office, in which the student may have it returned at the end of the day, *with a written warning sent home to the parent.*

THIRD OFFENSE: The student will be referred to the office, and an Administrator will contact home and ask the parent to pick up the phone. **Students are not allowed to use their phones (talking, using apps, taking pictures, texting), at any time during the school day or while riding the school bus.**

5. At all times, the student is expected to use appropriate language and treat staff members and fellow students with respect. Failure to do so will result in disciplinary action.
6. School property must be respected. Damage to school property or the personal property of others will result in disciplinary action and financial liability.
7. Students are expected to complete their assigned work. Ongoing failure to complete schoolwork will be communicated to parents. A team conference may be called. The administration may become involved when other measures have not resulted in improvement. The intent is always to have students experience success as productive members of their school community.
8. Students who habitually fail to meet behavioral expectations may be denied the privilege of attending after-school activities or participating in school events.
9. Possession, usage, sale or distribution of drugs, alcohol, and cigarettes is prohibited.
10. The selling of any items in school is prohibited.
11. Laser pens and pointers are prohibited.
12. Snowball throwing at all times is prohibited.

HARASSMENT and BULLYING

The Board of Education believes that harassing, intimidating, bullying, cyber-bullying and hazing activities of any type are inconsistent with the educational process and the Board prohibits all such harassing, intimidating, bullying, cyber-bullying and/or hazing behavior at any time on school premises, and at any school sponsored functions, or on any school bus. Please refer to [BOE policy 5512](#) and for further information. Pursuant to the 2011 NJ Anti-Bullying Act, our School Anti-Bullying

Specialist information is as follows:

NAME: Mrs. Jennifer Werneke
ADDRESS: 51 West Mill Road
Long Valley, NJ 07853
PHONE: 908.876.3434 x2320
EMAIL: jwerneke@wtschools.org

DETENTION

Detention period is a time when the student is assigned by the teacher to stay after school as a consequence for an unacceptable behavior. Students should fully understand that any teacher in the building has the authority to correct misconduct any time and may detain the student after school in his/her classroom. *Detention assignments should be made one day in advance so that all students may notify their parents.* Administrative detention is a more serious consequence usually assigned by an Administrator.

SUSPENSION

The Long Valley Middle School is dedicated to offering every student the opportunity to learn and experience success. From time to time, a student may be having difficulty making the most of the regular classroom offering because of inappropriate behavior. The team of teachers who are in charge of the student takes the first line of discipline. If after repeatedly dealing with an ongoing problem the student's behavior has not improved, the student may be referred to an administrator. If during the course of the conference it becomes evident that the student is not ready to return to regular classes, a decision may be made to suspend the student.

Any student, who violates school regulations pertaining to smoking, alcohol, drugs, fighting, [sexual harassment](#), threatens to harm others or continued and willful disobedience to school employees will be suspended. A suspended student will not be able to return to class until so authorized by the Administration of the school.

It is important for parents to understand the protocol that the school follows and the subsequent steps that are taken to ensure the safety of all our students. The following steps help guide the appropriate course of action for the school on a case-by-case basis depending on the unique facts of each incident:

1. A school Administrator completes an investigation to determine the facts of the incident.

2. A locker and/or personal search is completed in accordance with the Washington Township Board of Education policy and New Jersey education law.
3. Local police officials are notified and the county prosecutor's office makes a determination of the appropriate law enforcement steps as required.
4. Superintendent of Schools is consulted and subsequently notifies members of the Board of Education of the incident.
5. A determination of appropriate discipline is made by the building principal or his/her designee that may include suspension from school for a fixed number of days and consistent with Washington Township Board of Education policy and New Jersey education law.
6. Parents of students directly involved are contacted personally by the school administration.
7. A copy of a Violence and Vandalism Report is filed with the New Jersey Department of Education.
8. A referral is made for a medical and/or psychiatric evaluation requiring a written determination that the child is not a danger to others within the school or himself/herself. Appropriate counseling and/or other educational interventions are determined prior to the child returning to school.
9. If the medical/psychiatric clearance is not available, the child is placed on home instruction pending the required written clearance. If information is contained in the medical/psychiatric report that requires further action on the part of the school, additional services are considered for determining appropriate interventions.

It is hoped that the above information provides the parent/guardian with the reassurance that the school has in the past and continues to take the appropriate actions in these serious incidents.

HALL CONDUCT

Students are expected to act in a proper manner during class changes and in the halls. They are not to run or loiter, as this is not acceptable behavior and will result in disciplinary action. Students should keep to the right while passing to

classes in both the hall and stairways and will remain with their teacher when being escorted to class.

HALL PASSES

During the time classes are in session, **no student will be allowed in the hall without a hall pass signed by a teacher.** The pass must be completed and signed by the classroom teacher before any student is permitted to leave the classroom.

DRESS CODE

The students in our middle school give a fine impression to those who visit our school. This is something in which we all have a part and can deservedly take pride. Please see [BOE policy 5511](#) for further information.

All dress should be clean, safe, modest, and in general, should not be distracting to others. We encourage all to behave and dress in a way that is in good taste and in a style appropriate for school. The following items are not permitted: **articles of clothing that have indecent writings, pictures or slogans, bare midriffs, ripped or torn clothing, hats/bandanas, open toe shoes, flip flops, hazardous footwear that could interfere with student safety, or any shoe that does not have a back strap above the heel, non-prescription sunglasses, and bare feet.**

Beachwear, pajamas, clothing that is excessively short and / or scantily clad and athletic wear are not considered appropriate for school attire. For those special functions, such as dances, field trips, parties, etc., students are to conform to the type of dress deemed appropriate by the sponsoring organizations.

This dress code is written deliberately without reference to a detailed and exhaustive list of specific clothing items that would be considered inappropriate for school. Recognizing that styles change frequently, the code is designed to establish a conservative set of guidelines that would create a "general sense" of what would be the expected form of dress for students in school. Some of the key words in this guide include *clean, safe, modest, not distracting, and in good taste.*

EQUAL EDUCATIONAL OPPORTUNITY POLICY

It is the [policy](#) of the Washington Township School District to provide an equal opportunity for all children to achieve their potential through the

programs offered in the schools regardless of race, color, creed, religion, sex, ancestry, national origin, place of residence, social or economic condition or handicap. No privileges or course of study shall be denied by reason of race, color, creed, sex or national origin. See [BOE policy 1510](#) for further information.

To ensure equal access to the educational program, no pupil or staff member may harass any pupil of this district in any area covered by the statement in paragraph one of this policy. Such harassment is a denial of equal educational opportunity.

To facilitate enforcement of this policy, the district has established procedures for pupils and parents or guardians to file a grievance protesting alleged discriminatory or sexual harassment. Individuals must complete the EQUAL OPPORTUNITY GRIEVANCE REPORT FORM available from the building principal. The principal will forward the report of the allegation to the superintendent.

A thorough investigation will be made of the grievance. The rights of both the alleged harasser and the individual making the claim will be guaranteed due process. Appropriate action will be taken on a case-by-case basis.

FIRE AND SECURITY DRILLS

To assure a quick and safe evacuation from the school building, fire drills will be conducted once a month throughout the school year. All classroom teachers will have the directions posted at the front of their rooms. At the sound of an alarm, the following rules must be observed.

Students will:

1. Walk quietly, quickly and in an orderly fashion to the nearest exit.
2. Once outside, quietly remain with the class and teacher.
3. Wait for instructions from the teacher to return to the classroom.
4. If a fire drill occurs during dismissal or other non-classroom times, exit at the closest door and report to the nearest staff member.

Other security drills will also be conducted once a month throughout the year.

MORNING ANNOUNCEMENTS

The morning announcements are an important

part of each day's activity. They are broadcast over the public address system each morning during homeroom. Since they contain announcements and information about various school activities, schedule changes, and special programs, you should listen carefully during the broadcast.

LIBRARY MEDIA CENTER

Students are encouraged to read books and use materials available in the school media center. A library pass will be issued by the teacher whose classroom the student will be leaving. The library/media specialist will sign the pass for the student to return to his/her classroom. Students are limited to checking out two books at any time. The due date is two weeks following the checkout date, but the books may be returned sooner or renewed for two more weeks. Overdue books should be returned prior to report card distribution. Encyclopedias are available for overnight checkout.

The library provides quality literature for a variety of reading purposes. The collection is being developed to reflect the needs of the curriculum and the needs and interests of middle school students. Students are expected to respect these valuable materials and to return borrowed books and magazines on time. They will be held financially responsible for replacement or repair of lost or damaged materials.

ASSEMBLIES

Assemblies for various purposes will be held during the school year. Assemblies are for enjoyment and education. Students must conduct themselves in a responsible manner and give courteous attention to the program. Students are to enter in a quiet and orderly manner, remaining with their classes and teacher.

LOCKERS

Each student has been assigned a locker near his/her homeroom. All lockers are the property of the school and students are afforded the privilege of using them for their belongings. Students are permitted to use lockers upon coming into the building in the morning, during the day at the discretion of the teachers, and at the end of the day during dismissal time. Each student should memorize his/her locker combination and not share it with anyone else. Students are not permitted to bring

locks from home for their lockers. Students are not permitted to put decals, stickers or any form of tape on their lockers. Periodic inspections and locker clean outs will be scheduled. In addition to the inspection of lockers, the teacher for the purpose of retrieving necessary information and books for homework assignments will routinely access lockers. No valuables are to be left in lockers. If a locker is in need of repair, the student must notify the teacher.

THE SCHOOL IS NOT RESPONSIBLE FOR THE LOSS OF ANY ITEM FROM SCHOOL LOCKERS.

PERSONAL PROPERTY

Students are advised against bringing large sums of money or items of considerable value to school. **The school cannot assume the responsibility for the loss or theft of personal property.** Students may not bring items to school for the purpose of selling to students or teachers. Such items will be confiscated and returned only to parents at the end of the school day.

SCHOOL LUNCH PROGRAM

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered at a reasonable price.

Students may bring a lunch and purchase milk, fruit, ice cream, and a variety of snack foods from the cafeteria.

Information will be provided in September if parents/guardians wish to set up a prepay account.

The lunchroom management requests that students:

1. Deposit all litter in the wastebaskets.
2. Place all items to be recycled in the appropriate containers.
3. Return all trays to the dishwashing area.
4. Leave the table and the floor around the table in a clean condition for others.
5. No food can be removed from the cafeteria.

OUTSIDE BEVERAGES

Due to student safety reasons, all outside beverages (soda, energy drinks, coffee, hot chocolate, hot tea, etc.) will not be allowed in Long Valley Middle School. Bottles of water will be permitted.

LOST AND FOUND

Any articles of clothing found in the locker rooms, hallways, etc. will be available to parents throughout the school year. All clothing remaining after the first week of January and the last full week of the school year will be donated to charity.

BUS TRANSPORTATION

The bus driver is in complete charge of the bus and its occupants at all times. Students riding the bus must comply with the requests of the driver. School bus transportation is a privilege that may be withdrawn for inappropriate behavior. A student is to ride the bus to which he/she is assigned. Any emergency request to ride a different bus must be made in writing by the parent/guardian and submitted to the Assistant Principal's Office. Students will be allowed off the bus only at school, home or emergency locations requested in writing and approved by the assistant principal. In the event that a student wishes not to use these facilities, it will be necessary for the parent or guardian to provide written permission for the student to walk or be transported by other means. This is required whether the arrangement is long term or for a single day. Students are not permitted to ride their bicycles to or from school. We emphatically ask the home's cooperation in this matter.

All students shall act in a manner that will not jeopardize their safety and that of other passengers. They shall not distract the driver from his/her appointed duties. It is the responsibility of parents to see that their children are so instructed.

The bus driver must be in complete control of the bus at all times; therefore, the following rules shall be strictly enforced:

1. Passengers will take a seat and remain seated while the bus is in motion and wear seatbelts at all times.
2. Students will not throw any articles in or out of the bus.
3. Students will not disturb other passengers. This includes pushing, grabbing, slapping, spitting, bullying, harassing, etc.
4. Inappropriate language is not allowed.
5. Students are to remain seated until the bus comes to a full stop and must refrain from talking to the bus driver except in an emergency.
6. There shall be no eating, drinking, smoking or gum chewing on the bus.
7. **Any of these infractions will result in**

administrative detention or suspension from the bus.

EXTRACURRICULAR ACTIVITIES & ELIGIBILITY POLICY

EXTRACURRICULAR PHILOSOPHY

In keeping with our middle school philosophy, the Board believes that the educational goals and objectives of the district are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular classroom program. These activities expose students to a wide variety of experiences that may or may not have been explored previously. Participation provides an opportunity for the development of self-esteem through positive experiences in non-academic school settings.

Extracurricular activities also serve as a link between academics and socialization. Peer interaction and relationships as a team or club member develop a sense of responsibility and commitment through dedicated participation.

PURPOSE OF ELIGIBILITY

While students benefit from participation in extracurricular activities, they are expected to work up to their individual potential and to achieve academic success. Students need to develop a dual sense of responsibility to both academics and extracurricular activities. Cooperation between the family and school protects students from becoming over-involved in community or school activities. Communication between teachers and coaches/club advisors is encouraged.

PROCEDURES

1. At the middle and end of each marking quarter, teachers will review the academic status of students within their interdisciplinary team. The eligibility policy will be applied to any student who is: a.) failing one or more academic subjects; b.) performing "D" work in two or more academic subjects; c.) in danger of dropping two or more letter grades from previous report card grades in a given subject. The student's school attendance record will also be reviewed.
2. A conference will be held between the team of teachers and each identified student for the purpose of reviewing the student's academic

progress. The team of teachers will determine if, in their professional judgment, the individual student's participation in an extracurricular activity is the "cause of" or "significantly contributes to" the student's academic difficulties.

3. If the teacher team determines that an individual student's extracurricular involvement is the cause of the academic problems, a conference will be held between the student's parents, the student, and the team of teachers. The purpose of this conference will be to discuss the concern for the number of activities and/or the time commitment associated with these activities and the impact extracurricular activities have on the student's academic performance.
4. Parents and teachers will make a cooperative decision as to full, limited, or non-participation in specific extracurricular activities as a strategy to allow for remediation of the identified academic difficulties. The details of each decision will be unique to the individual student as agreed to by the child's parents and teachers.
5. If parental cooperation is not obtained, the administration will send a letter to the parents requesting further consideration of the school's recommendation to curtail the student's extracurricular activities. The building principal or his/her designee will participate in any follow-up conference that may result. Parental support will be requisite to the final determination that will be a joint decision between the parents and the building principal.
6. Activity advisors will be appraised of and/or be included in the process noted above.
7. According to board policy, "Students must be in school at least a half-day to participate in any extracurricular activities. The principal may grant exceptions due to extenuating circumstances."

DESCRIPTIONS OF ACTIVITIES

Musical Endeavors

A list of instrumental and vocal opportunities will be available from the music department in the beginning of each marking period.

Artistic Endeavors

***Modern Dance (6-8)** Students in grades seven and eight work together to put on a performance for peers and parents. It will be necessary for students to audition.

Winter Drama Club (6-8) This club is open to all students. It offers participants the opportunity to perform a play. Students learn acting techniques, staging, make-up, and stage directions. The culmination of this club will be a production for parents and friends. It will be necessary for students to audition for parts in the production.

Spring Musical Club (6-8) This club is open to all students. It is a musical theater club. Students will learn acting techniques, choreography, movement, staging, make-up, and technical direction. Students will participate in an adapted musical to be staged for parents and friends. It will be necessary for students to audition for parts in the production.

Art Club/Workshop (6-8) Art Club is basically an art service club. This club furnishes posters for school activities and decorations for concerts and dances whenever necessary. This club is open to anyone willing to work extra hours on projects for the school or the community.

Yearbook Club (6-8) Members are responsible for taking photographs, designing, and completing all layouts for "The Classic."

Ski/Snowboard Club (6-8) This is a club that promotes self-reliance and learning to control oneself within a large group. Skiing/snowboarding is an individual sport and each individual can achieve his/her own level of competence. Bus transportation is provided to and from the ski resort. Club members pay for transportation, lessons, and rental charges.

Activities

Student Council (6-8) The Student Council is an organization through which the students may express their opinions and participate in the management of school enterprises. The Student Council tries to promote leadership, initiative and self-control among its members. Each year a president, vice-president, and class representative are elected to carry on the work of the council. In addition, one representative is elected from each homeroom. It is the duty of the representatives to bring to the council's attention complaints and suggestions from their classmates and to take to their homerooms the actions of the council.

Spanish Club (6-8) Students are given a chance to explore the Spanish culture through opportunities not regularly offered in the class. Students also work to promote cultural awareness within the school.

Forensics Club (7-8) Forensics, or the art of public speaking, is a very prestigious club with intellectual members. You will learn simply how to speak better and how to better get your point across. You will learn how to announce, pronounce, and emphasize certain words correctly. Forensics is a club that will help you when dealing with school, as well as when dealing with the real world.

Chess Club (6-8) LVMS chess club is for students who enjoy playing or would like to learn to play chess. The club meets in the morning. Once a year, a tournament is held for all members.

***Panther Cheerleaders (7-8)** The participants are then taught skills and cheers. Tryouts for the squad of sixteen girls and two alternates are completed for the winter season. During basketball season, the girls cheer at home games.

Interscholastic Sports

***Girls Soccer (7-8)** The Girls Soccer Team plays against area teams. Girls learn basic skills, good sportsmanship, and the importance of team play. All girls who make the team will play in every game on the schedule.

***Boys Soccer (7-8)** The Boys Soccer Team plays against area teams. Boys learn basic skills, good sportsmanship, and the importance of team play. All boys who make the team will play in every game on the schedule.

***Field Hockey (7-8)** Hockey players will learn and practice the basic skills of field hockey. Participants learn to play together as a team with a strong emphasis on good sportsmanship.

***Boys Cross Country (6-8)** Boys Cross Country is a school team that competes on the interscholastic level. It is open to any boy in grades 6, 7, and 8. Everybody who tries out will become a team member.

***Girls Cross Country (6-8)** Girls Cross Country is open to all girls in grades 6-8 who like to run and want to participate on a school team. Running is an individual event; therefore, all students who try out will become team members. Runners will have the opportunity to run in meets against other schools. By being a member, students will learn good sportsmanship, improve their running ability and feel good about them while having fun.

***Boys Basketball (7-8)** Boys Basketball provides athletic competition for the seventh and eighth grade boys among other middle schools in the area.

***Girls Basketball (7-8)** Girls Basketball provides athletic competition for the seventh and eighth grade girls among other middle schools in the area.

***Softball (7-8) Girls** Softball is a school team that competes on the interscholastic level. Any girl in grades seven and eight can try out for the team. There are a limited number of openings for the team's roster.

***Baseball (7-8) Boys** Baseball is a school team that competes on the interscholastic level. Any boy in grades seven and eight can try out for the team. There are a limited number of openings for the team's roster.

***Boys Track (6-8)** Boys Track is an interscholastic sport that meets in the spring. Along with learning the basic rules and regulations of track, students strive to develop good sportsmanship, teamwork, and endurance. Everybody who tries out will become a team member.

***Girls Track (6-8)** Girls Track is an interscholastic sport that meets in the spring. Along with learning the basic rules and regulations of track, students strive to develop good sportsmanship, teamwork, and endurance. Everybody who tries out will become a team member.

Parents/Students please note: any athlete that loses or destroys uniforms or equipment will be fined for the cost of replacement.

PHYSICALS

All students intending to participate in interscholastic or competition **must** have a physical examination by a licensed medical doctor. Additionally, all students must have a signed permission slip prior to tryouts/participating in any interscholastic sport or competition. You may attain a [sports permission form](#) and on our website.

Comprehensive Health

Comprehensive Health instruction is provided for students in grades 6 through 8. Students can be excused from specific units if a parent/guardian completes an excuse form, which are available from the teacher or in the Guidance Office.

