

# ORCHARD MESA MIDDLE SCHOOL PLANNER



**Welcome to a new school year. In order to ensure your child's success we must all work together: students, parents, teachers, staff, and community members. The student handbook is designed to be in harmony with Board Policy and the Student Code of Conduct. Please be aware that the handbook is updated annually, while policy adoption and revision may occur throughout the year. Changes in policy that affect student handbook provisions will be made available to students and parents through newsletters and other modes of communications.**

## OMMS Mission Statement

At Orchard Mesa Middle School we are striving to foster a cooperative effort between school, parents and community, empowering our students to be lifelong learners that achieve, accept challenges, learn to persevere and discover their passions.

## OMMS Vision Statement

Orchard Mesa Middle School creates a welcoming culture of learning through the alliance with students, parents, teachers and the community in which students develop high expectations for themselves as lifelong learners.

### 6<sup>th</sup> Grade

1<sup>st</sup> 7:28-8:32 Core  
2<sup>nd</sup> 8:36-9:40 Core  
3<sup>rd</sup> 9:44-10:48 Core  
Lunch 10:48-11:18  
4<sup>th</sup> Ac Lab/Adv. 11:22-11:52  
5<sup>th</sup> 11:56-1:00 Core  
6<sup>th</sup> 1:04-1:51 Elective  
7<sup>th</sup> 1:55-2:42 Elective

### 7<sup>th</sup> Grade

1<sup>st</sup> 7:28-8:15 Elective  
2<sup>nd</sup> 8:16-9:06 Elective  
3<sup>rd</sup> 9:10-10:14 Core  
4<sup>th</sup> 10:18-11:22 Core  
Lunch 11:22-11:52  
5<sup>th</sup> Ac Lab/Adv. 11:56-12:26  
6<sup>th</sup> 12:30-1:34 Core  
7<sup>th</sup> 1:38-2:42 Core

### 8<sup>th</sup> Grade

1<sup>st</sup> 7:28-8:32 Core  
2<sup>nd</sup> 8:36-9:40 Core  
3<sup>rd</sup> 9:44-10:31 Elective  
4<sup>th</sup> 10:35-11:22 Elective  
5<sup>th</sup> Ac Lab/Adv. 11:26-11:56  
Lunch 11:56-12:26  
6<sup>th</sup> 12:30-1:34 Core  
7<sup>th</sup> 1:38-2:42 Core

OFFICE HOURS: 7:00 a.m. to 3:30 p.m.

### TELEPHONE DIRECTORY:

Main Office	254-6320	Counselor's Office (A-L)	Ext: 38104
Principal's Secretary	Ext: 38101	Counselor's Office (M-Z)	Ext: 38167
Attendance Clerk	Ext: 38100	Health Office	Ext: 38105
Alternative Office Number	Ext: 38102	Cafeteria	Ext: 38109
SPED Department	Ext: 38121	Library	Ext: 38108

2736 C Rd, Grand Junction, CO 81503

Fax Number 970- 245-7343

<http://omms.d51schools.org>

## Attendance:

### Daily

Regular daily attendance is critical to student success. Students are expected to be at school by 7:20 A.M. OMMS is a closed campus. Students are not to leave campus once they have arrived for the day. Students arriving late or leaving early must check in and out through the main office.

### Illness or Family Emergency

If your child is ill or you have an emergency that will keep him/her from attending. Please contact the attendance office at 254-6320 before 7:30 A.M. or as soon as possible.

**If the attendance secretary does not receive a call reporting the absence by 8:00 AM, our automated system will call the parent notifying them of their child's absence.**

If a child misses any amount of time from school due to medical appointments, doctor/dental notes are required to excuse the absence. Homework may be requested after two illness days.

### Tardies

Nearly all tardiness is avoidable and is excusable only in certain circumstances. Excessive or repeated tardiness to 1<sup>st</sup> hour may not be excused, even if a parent note has been communicated. Habitual tardiness may result in disciplinary action.

### Truancy

A student is considered truant when he/she is absent without parent permission or fails to attend an assigned class without an excuse or being properly checked in or out. A student is considered "Habitually Truant" when they have accumulated ten or more unexcused absences in a year or four in one month. If a student is habitually truant, the staff at OMMS, in cooperation with the district truancy officer and parents, will develop an attendance contract with the goal of improving attendance. If attendance does not improve, a referral to the court for legal action may result.

### Pre-arranged Absences

If students know ahead of time that they will be absent, a parent/guardian will need to notify the main office two days prior to the planned absence with the dates and reason for the absence. Students will receive an Advanced Notice of Absence Form to take to their teachers for assignments.

### Late Arrival/Tardy

Students who arrive late must have a parent call or present a written notice signed by a parent/guardian to the office.

### Withdrawal

Please notify the Attendance Secretary at least one day before a withdrawal. You will receive a withdrawal form at that time.

## Activities:

### Assemblies

Certain standards of conduct are expected of students at assemblies:

Sit with your assigned grade level. When someone steps before the assembly audience and asks for your attention, please give it immediately. Clapping is the proper form of approval given a speaker or entertainer. Talking, whistling, stomping feet, and booing are discourteous and have no place at our assemblies.

### Extra-Curricular Activities

We provide a number of activities before or after school including: Student Council, Web, Spelling and Geography Bee, Book Clubs, and Honor Guard. Students in 7<sup>th</sup> and 8<sup>th</sup> grade may choose to participate in OMMS afterschool athletic programs. The fee for participation in each sport is \$70.00. Proof of insurance is also required. Students participating in school-sponsored athletic events are held to a higher standard than other students and may be required to follow other rules directed by their coaches.

### Field Trips

Students participating in field trips are representing OMMS and the entire Mesa County school system. We ask that you behave appropriately and proudly represent our school in the following ways: Remain with your assigned group at all times. Follow the directions of the group leader. Demonstrate good conduct on the bus. Demonstrate courtesy and interest to all tour guides and guest speakers.

## Behavior Expectations:

OMMS follows all district and board policies and procedures. These policies can be viewed on the district web site and are available in the district parent handbook.

1. Students will have respect for all adults, students, and public property at all times.
2. When you need to speak with a counselor, secretary, administrator, health assistant or go to the library, you must first report to your classroom teacher who will sign your planner and give you permission to leave that class.
3. When sent to an administrator's office for disciplinary reasons, report directly to the office secretary.
4. Students should not use their personal cell phone to contact their parent. Students who need to call home should come to the main office and ask permission to use the office phone.
5. Defacing public property is a crime. Students will be responsible for the cost of cleaning or repair. Parent/guardian and law enforcement will be contacted, and disciplinary action will be taken.
6. All students are expected to be ethical in their school work. Academic dishonesty will result in disciplinary action.
7. Possession and/or use of alcohol, drugs or any other controlled substance is prohibited by law and will result in parent/guardian contact, suspension and or expulsion, and notification of law enforcement.
8. Possession and or use of tobacco will result in disciplinary action, notification of parent/guardian and contact with law enforcement
9. OMMS is a closed campus. Students may leave campus for lunch only when checked out by a parent.
10. Lockers are a privilege. OMMS is not responsible for lost or stolen items. Lockers are considered school property and may be searched by administration if deemed necessary.
11. OMMS encourages the use of electronic devices for educational purposes. Students may bring their devices to class if directed by a teacher. Students are to keep their devices in their lockers at all other times. Devices that are used inappropriately will be taken and kept in the main office. As per board policy, confiscated devices shall be returned to the

student on the first offense. On the 2<sup>nd</sup> offense these devices will be returned to a guardian. On the 3<sup>rd</sup> offense confiscated devices shall be returned to the guardian after a conference has occurred and a plan has been put into effect.

12. Guest Teachers: Substitute teachers are guests in our building. It is essential for us to treat them with the highest level of respect and dignity.
13. Counselors and administrators are available to help students resolve issues and mediate disagreements as needed.
14. Public display of affection including holding hands, hugging, kissing, etc. is not allowed.
15. No food or drink will be permitted in the halls or outside the school building at any time. All food items and beverages must be consumed in the cafeteria. Food and drink may be allowed in the classroom at the discretion of the teacher. Students may have water in the classroom as long as it does not become a disruption to the learning environment. (Notes from parents are not necessary)
16. Aerosol and spray deodorants are only allowed in the locker room.
17. Fidget toys will only be permitted if documented in an IEP, 504 or a letter from a physician stating the need for a fidget toy for therapeutic reasons.

## **DRESS CODE:**

***School administrators reserve the right to determine what is deemed appropriate attire.***

*Examples include but are not limited to:*

- The length of all shorts skirts and dresses must be between the center of the thigh and knee. Administrators will deem what is acceptable.
- Clothing cannot display inappropriate language, slogans, advertise alcohol, gangs, tobacco, drugs, sex or murder.
- Shirts, blouses must have sleeves and cover the shoulders. Tank-tops are not allowed. Shirts must be long enough to cover the midriff and come over the top of the pants or shorts.
- Cleavage should never show.
- Mesh, sheer, and see-through clothing is not allowed.
- Under garments must not be exposed.
- Pajamas and slippers are not allowed.
- Hats and sunglasses may be worn to school, but must not be worn during school hours, during recess, or indoors.
- Holes in shirts or pants that expose undergarments or holes in the pants that expose flesh above the knee are not allowed.
- School approved uniforms will be permitted. Anything else deemed inappropriate or distracting to the learning environment is not allowed. This includes, but is not limited to:
  - Belts and/or chains hanging or dangling from the student.
  - Excessive ink marks on clothing or on students' skin.
  - Gang dress, i.e., wearing bandanas, colors, or uniforms associated with gangs, symbols, and gang writing
- Items including but not limited to, inappropriate spikes, bracelets, and necklaces.

## **FEES:**

All students are required to pay a mandated district fee each year of \$40.00. Installment payment plans can be set up through the main office. Please call: 254-6320 Ext: 38101 to set up this plan.

**Parents are asked to pay this fee during registration at the beginning of the year.**

## **GRADING & REPORTING:**

Standards -based grading is based on the principle that grades should convey how well a student has mastered the content and skills outlined in the Colorado Academic Standards. Grades are *not* about what a student earns; they *are* about what a student learns. Students will receive academic grades of 1-4 which reflect a student's learning in each class: 1-unsatisfactory, 2-partially proficient, 3-proficient, 4-advanced. These proficiency levels correspond with those you will see on state testing results, and District 51 curriculum taught in classrooms aligns with the expectations detailed in the Colorado Academic Standards. Additionally, students will receive learning behavior grades in each class which are based on: collaboration, work ethic, civic responsibility, and personal responsibility. Students are required to complete all work each quarter/semester. Failure to do so will result in an incomplete grade that may result in a lower grade or failing grade.

The Knighthood Ceremony and Eighth Grade Promotion Celebration honors students for academic achievement and community service and serves as the venue for recognizing these students on the OMMS campus. Knighthood Ceremonies and Promotion are held the last week of the school year. Specific information regarding these ceremonies can be accessed through the main office.

## **HEALTH CONCERNS/MEDICATIONS:**

The Health Assistant is available for students who are ill, injured, or have a health concern. Students must have their student planner signed from their teacher or a note to come to the office except in the case of an emergency. Students should not come during a passing period or after the lunch bell rings without first reporting to their assigned teacher.

- **Students may not use their cell phone to contact a parent when they are ill. Parents will be contacted via the nurse's office.**

**MEDICATION POLICY:** Employees authorized by the Superintendent or designee may administer medication to students:

1. Prescription medication:

- a. The parent shall place on file a written request (using the District's Medication Use Form) to administer medication from the attending physician or dentist.
- b. Medication must be sent to the school in the original prescription container.

2. Nonprescription medication:

- a. Upon a parent's written request, (using the District's Medication Use Form) when properly labeled and in the original container.

**Self-Administration:** Other than prescription asthma medication or anaphylaxis treatment for students with severe allergies that may result in anaphylaxis, **we do not permit students to carry their own medications and self-administer.** Students with asthma or severe allergies that may result in anaphylaxis will be allowed to carry and self-administer their prescription medication under certain conditions.

## **PBIS at Orchard Mesa Middle School:**

Orchard Mesa uses PBIS to promote an environment where all students can learn to their full potential. We believe that when students learn to be **BRAVE**; Believe, Respect, Achieve, Value, and Engage. The PBIS team uses a variety of programs to recognize and encourage this positive behavior. Some of those programs include: recognizing students' positive behavior through assemblies, Student of the Month Breakfast, BRAVE tickets for outstanding behavior, Lunchtime parties, and Knighthood. Discipline data and teacher input is used to determine where extra focus is required; and fund raising to support our student recognition programs.

## **SCHEDULE AND SCHEDULE CHANGES:**

Every effort is made to provide for a student's needs; however, **not all students will get their choice of electives due to scheduling logistics and class sizes.** In addition, some electives may be mandatory to assist student academic achievement in core areas. All schedule changes must be approved by the principal and no schedule changes will occur after the first five days of each semester.

## **VISITORS:**

Parents are welcomed and encouraged to visit Orchard Mesa Middle School. **All visitors must first report to the main office.** Visitors other than parents must be approved by the administration. If you would like to spend the day with your child, please give us a 24-hour notice so we can accommodate your needs.



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