

# ORCHARD MESA MIDDLE SCHOOL PLANNER



Welcome to the 2022-2023 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 align 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 communication.

## 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

*"Equipping students for life"*

	1 <sup>st</sup> Period	2 <sup>nd</sup> Period	3 <sup>rd</sup> Period	4 <sup>th</sup> Period	5 <sup>th</sup> Period	6 <sup>th</sup> Period	7 <sup>th</sup> Period	8 <sup>th</sup> Period	9 <sup>th</sup> Period
6 <sup>th</sup> Grade	8:00-8:50 EXPLO	8:54-9:44 CORE	9:48-10:38 CORE	10:42-11:05 ADVISORY	RECESS 11:05-11:24 LUNCH 11:24-11:43	11:43-12:33 CORE	12:37-1:27 EXPLO	1:31-2:21 CORE	2:25-3:15 CORE
	8:00-8:50 CORE	8:54-9:44 CORE	9:48-10:38 EXPLO	10:42-11:05 ADVISORY	LUNCH 11:05-11:24 RECESS 11:24-11:43	11:43-12:33 CORE	12:37-1:27 CORE	1:31-2:21 CORE	2:25-3:15 EXPLO
7 <sup>th</sup> Grade	8:00-8:50 CORE	8:54-9:44 CORE	9:48-10:38 EXPLO	10:42-11:05 ADVISORY	RECESS 11:05-11:24 LUNCH 11:24-11:43	11:43-12:33 CORE	12:37-1:27 CORE	1:31-2:21 CORE	2:25-3:15 EXPLO
	8:00-8:50 CORE	8:54-9:44 EXPLO	9:48-10:38 CORE	10:42-11:05 ADVISORY	11:09-11:59 CORE	LUNCH 11:59-12:18 RECESS 12:18-12:37	12:37-1:27 CORE	1:31-2:21 EXPLO	2:25-3:15 CORE
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## Telephone Directory

Main Office (970)254-6320	Counselor's Office (A-L) Ext: 38104
Principal's Secretary Ext: 38102	Counselor's Office (M-Z) Ext: 38167
Attendance Secretary/Registrar Ext: 39100	Health Office Ext: 38105
SPED Department Ext: 38121	Cafeteria Ext: 38109
Fax (970)243-4760	Library Ext: 38108

2736 C Road Grand Junction, CO 81503

<http://omms.d51schools.org>

## Attendance:

### Daily

Regular daily attendance is critical to student success. Students are expected to be at school by 7:50 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 AM or as soon as possible. **If the attendance secretary does not receive a call reporting the absence by 8:00 A.M., 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. Students should access missed work through Schoology.

### Tardies

Nearly all tardiness is avoidable. Students who arrive late must have a parent call or present a written note signed by a parent/guardian. Excessive or repeated tardiness may not be excused, even if a parent note has been communicated. **Habitual tardiness will result in disciplinary action.**

### 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/Early Dismissal

Students who arrive late or need to leave during the school day 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: 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. We expect all students to give presenters their full attention and respect.

### Extra-Curricular Activities

We provide a number of activities before or after school including but not limited to: Student Council, Web, Spelling Bee, Book Clubs, and Sources of Strength. Students in 7<sup>th</sup> and 8<sup>th</sup> grade may choose to participate in OMMS after school 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. As spectators at sporting events we cheer for our team not against visitors.

### 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:

### District Policies

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

1. Students will show 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 consideration for you to leave that class.
3. When sent to an administrator's office for disciplinary reasons, report directly to the office secretary.
4. 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.
5. All students are expected to be ethical in their school work. Academic dishonesty will result in disciplinary action.
6. 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.
7. Possession and or use of tobacco or vapes will result in disciplinary action notification of

- parent/guardian and contact with law enforcement.
8. OMMS is a closed campus. Students may leave campus for lunch only when checked out by a parent.
  9. Lockers are a privilege. OMMS is not responsible for lost or stolen items. Lockers are considered school property and may be searched at the discretion of administration.
  10. 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.
  11. Counselors and administrators are available to help students resolve issues and mediate disagreements as needed.
  12. Public displays of affection including holding hands, hugging, kissing, etc. are not allowed.
  13. 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.
  14. Aerosol and spray deodorants are only allowed in the locker room.
  15. Hall Passes: Students will generally use their student planners or other designated pass for their hall pass. The teacher will initial and indicate the time the student left their classroom.
  16. Participation in quarterly celebrations is dependent upon good attendance, adequate academic progress, and appropriate behavior. Expectations will be communicated to students in advance of the upcoming quarterly celebration. Those students who meet the expectations will be allowed to participate in the celebration. Those who do not meet these expectations will spend this time in an academic setting. Our hope is for ALL students to be able to participate in the quarterly celebrations throughout the school year!
  17. Physical aggression, fighting, or any other form of violent behavior will not be tolerated. Students are encouraged to seek out adult support if they need assistance mediating conflict with another student.

### **Cell Phone/Personal Devices Expectations:**

- Students and families should NOT communicate during the school day using personal cell phones. Students who need to call home during the day, or need to text a family member during school hours should come to the main office and ask permission to use the office phone or ask permission to text a family member. Families should communicate with students through the

office during the day. Please DO NOT text your student during the school day.

- Students may not use their personal devices (this includes but is not limited to, cell phones, air pods, earbuds, headphones, laptops, tablets) during school hours unless permission has been granted.
- 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 second offense these devices will be returned to a guardian. On the 3rd offense confiscated devices shall be returned to the guardian after a conference has occurred and a plan has been put into effect.
- **Families - If your student contacts you during the school day on a personal device, please ask them to go to the office and follow the proper procedures.**

### **BULLYING VS. PEER CONFLICT VS. MEAN BEHAVIOR:**

Bullying is a serious behavior with three key features. In order for behavior to meet the definition of bullying, **ALL THREE of these "PIT" factors must be present:**

**P**-Pattern of behavior

**I**-Imbalance of Power

**T**-Targeting

**Pattern of Behavior:** Means the behavior happens repeatedly over time, not just once.

**Imbalance of power:** Means one person has power over the other, whether it's because the bully is larger, older, more popular, or has some other control over the other person.

**Targeting:** Means one person intends to hurt the other, and doesn't stop when they're told that they are physically or mentally hurting the other person. Their behavior is intentional, not accidental.

Types of bullying may include actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

**Peer Conflict:** Happens when two or more people involved in the situation are mutually upset, both interested in the outcome, have equal power (age, size, social status, etc.), and will be able to work things out with adult help after calming down. Peer conflict can include saying mean things or physical contact intended to hurt the other person. Adults can help by assisting with conflict resolution and listening to both sides of the story.

**Mean Behavior:** Is usually aimed at any person nearby when a person is upset, is not planned, and typically the person being mean feels bad when an adult points out the harm they've caused. Adults can help by responding quickly and firmly when they witness mean behavior and let the child know

his or her actions were hurtful. Conflict resolution is an important life skill.

Be assured that our goal at OMMS is to provide a safe and optimal learning environment for all of our students. We encourage you to feel free to contact us at any time that you or your child feels that they may be experiencing bullying at our school.

**OMMS has set high expectations for student conduct. In collaboration with our school community, we have developed three rules that will be explicitly taught and modeled throughout the school year. These are our three rules:**

### **Knights will...**

1. Listen and respond to adult requests
2. Manage our personal space by keeping our bodies to ourselves.
3. Treat people and property with courtesy, politeness and kindness.

*OMMS has implemented the following Student Support Intervention Ladder:*

### **The 5 R's:**

- Redirect
- Remind
- Reflect
- Reset
- Restore

**Redirect:** An adult will ask a student to meet an expectation

**Remind:** An adult will simply remind the student again of the expectation and may give him/her a directive to help meet this expectation.

**Reflect:** After a redirect and a remind have occurred and the student is still struggling to meet an expectation, the student will be asked to reflect.

1. The student is given a reflection form
2. The student leaves the classroom and goes to a designated reflection area, generally a nearby classroom
3. The student will re-engage with the original classroom after appropriately reflecting on their behavior and expectations

**Reset:** This occurs if the student is unable, or unwilling to reflect or unable or unwilling to re-engage in learning when they return to class.

1. Student goes to the office
2. A conversation takes place with an administrator and will include a phone call home, at which time consequences will be implemented and if necessary further interventions could result (mediation, counseling, REC attendance)

**Restore:** Before the student can return to class after a reset, the student and adult will have a restorative conversation. The conversation focuses on restoration (repairing relationships, repairing damages) AND the re-teaching of expectations.

**Egregious behavior will result in a RED card and Discipline Referral being sent to the office and addressed according to the District Discipline Matrix.**

### **Dress Code:**

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

Students Must Wear:

- Students must wear clothing including both a shirt with pants or skirt, or the equivalent (for example dresses, leggings, or shorts) and shoes.
- Shirts and dresses must have fabric in the front and on the sides covering back, sides, and stomach. (directly under the armpits)
- Clothing must cover undergarments.
- Fabric must cover breasts, genitals and buttocks and must be opaque, solid NOT see through.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, wood shop, and other activities where unique hazards exist.
- Specialized courses may require specialized attire, such as sports uniforms or safety gear.

Students Cannot Wear:

- Hats, Hoods, or sunglasses inside the building.
- Clothing and accessories cannot display inappropriate language, slogans, advertise alcohol, gangs, tobacco, drugs, sex or murder.
- Gang dress, ie., wearing bandanas, colors, or uniforms associated with gangs, symbols, and gang writing.
- Items including but not limited to, inappropriate spikes, bracelets, and necklaces.
- Anything else deemed inappropriate or unprofessional to the learning environment.

### **ADVISORY:**

All middle school students are responsible for meeting in an advisory setting. The primary focus of advisory is to help promote a sense of belonging for all students on how to promote their academic progress throughout the school year. Teachers will often be presented with weekly lesson plans to be used in advisory, specific to a particular grade level. Advisory is a great way to promote a strong relationship with a trusted adult in the building.

## FEES:

**All students are required to pay a mandated district fee each year of \$42.00. Installment payment plans can be set up through the main office. Please call: 254-6320 Ext: 38102 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:

- UN Unsatisfactory
- .5 Emerging -
- 1 Emerging
- 1.5 Emerging +
- 2 Developing
- 2.5 Developing +
- 3 Mastering
- 3.5 Mastering +
- 4 Innovating

These proficiency levels correspond with those you will see on state testing results. 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.

## 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 (prescription or non-prescription) and self-administer.*** Violation could result in disciplinary action in accordance to policy JICH. 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.

## SCHEDULE AND SCHEDULE CHANGES:

Every effort is made to provide for a student's needs. However, **not all students will get their choice of exploratory due to scheduling logistics and class sizes.** In addition, some exploratories may be mandatory to assist student academic achievement in core areas. The principal must approve all schedule changes and no schedule changes will occur after the **first five days of each grading period.**

## 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.

## PARTNERSHIP WITH PARENT COMMUNITY AND COMMUNICATION

At OMMS, we highly value the critical role that our parents play in helping their child experience success at our school. The middle school years represent a dynamic time of life for adolescents as they continue to grow and develop and discover their strengths and who they are as a unique individual. At OMMS, our hope and focus is on helping every student realize individual success and engage in a positive experience while they attend our school. We welcome any ideas you may have on how to help improve the learning environment for our students. While our primary focus is on preparing our students academically for their next steps, we want their overall experience at OMMS to be enjoyable and memorable! We appreciate you being part of our community! GO KNIGHTS!