

Cholla Middle School WELCOME/PRINCIPAL'S MESSAGE

Dear Parents,

Welcome to the 2016-2017 school year! I look forward to a fantastic school year working with you, your child and the staff of Cholla Middle School. Our goal is to continue to establish a learning environment that other schools will want to pattern themselves after. We will continue to challenge and engage students, while involving you in that process. Research says that when parents are involved in their children's education, student achievement increases. Here are five ways that you can make a difference along with some examples:

Be a partner: meeting basic obligations such as being responsive to notes home, attending parent conferences, signing and returning report cards and assisting children with homework.

Be a collaborator: helping to solve problems that arise in the school experiences of your children and providing enrichment activities at home such as reading.

Be an audience: attending functions in which your child is involved, as well as other school functions and parent meetings.

Be a supporter: volunteering to work in the school, being active in our PTO.

Be decision makers: participating in District-wide or school committees can have a substantive input into the operations and programs of schools.

The above examples will create a partnership that will foster academic success, and together we can help make Cholla Middle School the school of choice. Thank you for Choosing Cholla and supporting our programs at Cholla Middle School!

Sincerely,

Phil Garitson
Principal
Cholla Middle School

GENERAL INFORMATION

School Address: 3120 West Cholla Street

School Web Site: <http://cholla.wedschools.org>

Important Phone Numbers:

Office: 602-896-5400

Health Office: 602-896-5410

Attendance: 602-896-5422

School Hours: 8:10 a.m. – 3:15 p.m.

Office Hours: 7:30 a.m. - 4:00 p.m.

SCHOOL VISION

"Working together to empower lifelong learners."

SCHOOL MOTTO

"Charging Forward"

Below are **Characteristics of a Cholla Charger** that we want all our students to emulate as they continue **"CHARGING FORWARD"**!

C = COLLABORATIVE

A Charger works together with others to create a positive learning environment.

H = HONORABLE

A Charger builds character through honest actions and accountability.

O = OPEN-MINDED

A Charger encourages and accepts a growth mind-set.

L = LEADER

A Charger sets a positive example for others to follow.

L = LEARNER

A Charger passionately seeks knowledge and understanding.

A = ACHIEVER

A Charger continuously sets and attains goals.

ATTENDANCE

Good attendance is an essential part of a successful middle school experience!

In an effort to minimize interruptions to the classrooms at the end of the day, students cannot be checked out any later than 3:00 p.m. on regular school days and 1:30 p.m. on early release days. This time is reserved for announcements, homework assignments and end-of-the-day instructions. Parent/guardian must also be present to show his or her ID before a student can be called out. Please keep this in mind when making appointments.

Absences

When a student is absent, a parent/guardian must call the school on or before the day of the absence to advise the school as to the reason for the absence. **Our Attendance Office number is 602-896-5422.**

Messages may be left on the Attendance Office number 24 hours a day. **Only a parent or guardian can call and excuse an absence.**

If a call is not received, the school will attempt to contact the parent/guardian at home or work. If telephone contact is not made, the student must present a note signed by his or her parent or guardian to the Attendance Office upon return to school stating the reason for absence.

Tardy

Three unexcused tardies to school or class will result in an after-school detention.

Truancy

In order to assure students are successful and meet current state legislation, which requires all students to attend 90% of the school year, WESD has a Truancy Prevention Unit (TPU). The TPU will work in conjunction with the City Justice Courts to identify students who are chronically absent or are truant.

When a student reaches five unexcused/unverified truantries or 10 total absences, the school may make a referral to the TPU for appropriate actions (see District guidelines). In order to avoid this eventuality, there are several precautions to take: (1) reinforce being on time and good attendance, (2) call the school each time a student will be late or absent, (3) present any medical documentation to the nurse and/or attendance clerk if illness will be a consistent, foreseeable issue.

A letter will be sent by the school to the families of students who are approaching or pass the midway point for unexcused absences, excused absences and tardies. Parent cooperation is of the utmost importance in assuring student success.

CHOLLA CHOICES BEHAVIOR MANAGEMENT PLAN

School-wide Discipline Plan

No one has the right to interfere with the learning or safety of others.

In order to give our students a chance to accept responsibility for their choices, the following actions will be taken when a student has not respected the learning and or safety of others.

Action 1:

- In-class isolation (ICI) - The student is isolated within the classroom with the opportunity to reflect on his or her behavior.
- Out-of-class isolation (OCI) – The student is sent to an isolation partner; the Out-of-class Isolation form is filled out and remains with the teacher; Teacher calls home with regard to Action 1 Notification .

Action 2:

- In-class Isolation (ICI).
- Out-of-class Isolation (OCI) – Teacher makes a phone contact with a parent or guardian to discuss classroom behaviors.

Action 3:

- In-class Isolation (ICI)
- Student Center Removal – The student is sent to the Student Center along with his or her isolation form. The

parent must meet with the teacher and complete an Action 3 conference sheet. Student will remain in In-school Suspension (ISS) until parent meeting is held. Student service specialist will set up the conference with the parent/guardian.

After meeting with the parents and filling out the Action 3 meeting form, the student will return to class. During the meeting the student may be placed on a separate behavior plan that may last the remainder of the year.

Detentions

Detentions will be given for not following the rules at Cholla Middle School.

Lunch Detention will be served when a student fails to wear his or her ID or is unable to complete a regular detention. Lunch detention is served in the cafeteria and will last for approximately 30 minutes. Students who serve a lunch detention will be served lunch that meets the District nutritional guidelines.

Regular Detention will be served from 3:15 p.m. until the late bus arrives (approx. 4:30 p.m.). Students will serve this detention for tardies to school/class or other campus infractions that do not require suspensions. Students serving this detention will be supervised in a classroom where they will remain seated, will not speak, will not bother others and will not do any school work.

Failure to complete any detention that is assigned to a student will result in a student center referral and an in-school suspension will be issued for the following day. A late bus will be provided for any student who is eligible to ride the bus.

Students will be supervised by a Cholla staff member during detentions.

Gum

Cholla is a “no gum” school. If you are chewing gum on the Cholla campus, you will receive a detention.

Public Display of Affection (PDA)

PDA is considered a disruption to the educational environment. Students violating this policy will receive consequences in line with the District policy for disorderly conduct.

Student Center Policy and Referrals

Serious infractions of any school rules may result in detention, suspension, or expulsion, depending on the severity of the offense. When appropriate, the police will be notified. Parents will be notified of any referral to the Student Center. In the event of a student suspension, due process will be provided to the student in accordance with Washington Elementary School District Governing Board policy and regulations.

In-school Suspension (ISS)

Students who have to be removed from the ISS room for disrupting the educational environment will be sent home for the remainder of their suspension.

Backpacks

Backpacks, book bags, shoebags, sacks and purses used as book

bags are **not** to be carried by students on the Cholla Middle School campus. The rationale for this action includes improvement of student organization, improvement of student achievement, and improvement of campus safety and security. Students may use backpacks to transport belongings to and from school. The backpack must be placed in the backpack storage facility before entering campus. Backpacks will be secured for the day and available for student pickup after the dismissal bell. Purses carried by students may be no larger than 8"x9" in size. If a backpack or anything used as a backpack is brought onto campus, it will be confiscated and returned to a parent or guardian. Students who need to bring gym clothes to school are required to bring them in a plastic bag.

Electronic Devices

Cholla does not recommend bringing electronic devices to school and is not responsible for any lost or stolen electronic devices on campus (including cell phones, iPods, MP3 players, cameras, etc.). Students are not allowed to use these items on campus at any time; therefore, they will be confiscated if seen on campus. A parent or guardian may pick up any confiscated item in the front office before school or between 3:15 – 4:00 p.m.

Dress Code

The dress code is part of the high expectations and standards that Cholla has set. A standard of dress is instituted to establish an atmosphere conducive to learning and is a constant reminder to the students that their purpose in coming to school is to learn.

Students are expected to dress in a neat, attractive fashion reflecting pride in themselves and their school. The dress code is established to help ensure an atmosphere conducive to learning. While each type of appearance cannot be described in detail, dress that is purposely sloppy, ill-fitting, revealing, or draws undue attention to the wearer is unacceptable.

Student dress must conform to the following guidelines:

Clothing shall not expose the chest, abdomen, genital area, buttocks and shall be sufficient to conceal undergarments at all time; e.g., colored bras, sports bras and basketball shorts.

Clothing such as see-through or fish-net fabrics, spaghetti straps, racerback, tops, backless tops or dresses, halter tops, low-cut tops, bare midriff tops that show the belly button when arms are raised above the head, hip-hugger pants that are too low and excessively short shorts or skirts are prohibited even when layered with appropriate clothing.

Clothing should fit properly, not being overly loose, baggy, saggy or overly tight. Pants/shorts must fit on the waist so as to be able to remain on the waist without the aid of a belt. Pants should not drag or be frayed at the bottom. Jerseys must be accompanied with an undershirt

- Hats, caps, beanies, visors, hairnets or bandannas are not allowed anywhere on campus.
- Hoods are not to be worn on campus
- Belts must fit appropriately and not hang from the waist.

- Bare feet are not allowed (shoes must be worn).
- Undergarments are not to show at any time.
- Clothing/accessories that may identify a student as “gang-related” (colors, numbers, area codes etc.) are not acceptable.
- Pajamas and slippers may not be worn to school.
- Pierced jewelry may not distract from the educational environment.
- Jewelry/accessories/clothing may not display profanity, provocative or suggestive statements, pictures, obscenities, weapons, advertising for drugs or alcohol, or gang identifications. Spikes or studs on any belt or jewelry are not allowed.
- Sunglasses cannot be worn inside the school building.
- Trench coats are not allowed.
- Chains may not be worn. This includes wallet chains, oversized necklaces and bracelets, etc.
- Exposed tattoos, body art drawings or words that are semi-permanent or temporary must be covered at all times while on the Cholla campus.
- Make-up, hairspray, perfume, combs and brushes are not to be used in classrooms or the cafeteria.
- Shirts/blouses must have sleeves that cover the entire shoulder.
- Leggings or tights must be covered by a shirt, skirt or dress that is fingertip length or longer.

Fashions or fads that become a health or safety hazard will not be permitted.

The Cholla administration will determine appropriateness and has the final call on all dress-code violations.

Cholla will offer dress-down days at specific times during the year. Those days will center on school spirit days, sports day, hat days, twin day, etc.

Student IDs and Z-Passes

All Cholla students are required to wear IDs and Z-Passes while on the Cholla campus. Students will be provided a picture ID and Z-Pass at the beginning of the school year at no cost. Students will be checked for compliance during homeroom and throughout the school day and issued a lunch detention for failing to have their ID and Z-Pass. Z-Passes will be utilized when students are transported in one of our school buses at any time during the school year. If students deface, destroy and/or render their ID/Z-Passes unreadable or lose their ID, they will be required to purchase a replacement ID for \$5.

ACADEMIC EXPECTATIONS

Makeup Work

If work is incomplete due to illness or other reason accepted by the administration, a student will have one day for each day absent in which to make up the work assigned during the

absences. Parents may request makeup work from the Student Center if their child is or will be absent three or more consecutive days.

Eighth Grade Promotion Celebration

Students must achieve a 1.0 or D average in each academic class to qualify for the Promotion Ceremony. If a student earns an "F" in the last quarter, this will impact the privilege(s) of attending the promotion activities but will not impact the Promotion Ceremony if all other criteria is met. If a student is suspended at the time of the Promotion Ceremony, he or she will not earn the right to participate in the ceremony. Students who have received multiple disciplinary actions for significant behavior concerns resulting in suspension(s), will be in jeopardy of not participating in the promotion activities.

STUDENT ACTIVITIES

After-school Activities

The Parent/Student Handbook rules and procedures apply to all after-school activities. The following guidelines outline our procedures for determining student eligibility for any extracurricular activities:

Sports Participation:

Eligibility for competition will be determined by quarter report cards and midterm reports. An academic grade of "F" or conduct grade of "U" in any subject on a District report card or a District midterm report will make a student ineligible for competition until the next reporting period.

A student may regain eligibility status:

1. At the next reporting period (a District report card or District midterm report). This is defined as no "Fs" in any academic subject or "Us" in conduct or effort.

Or

2. After a minimum of two weeks from the onset of the ineligibility, the athlete can prove that his or her deficiency has been corrected and all other grades and conduct marks are still in good standing.

The athlete must present proof to the coach and athletic director. The "two week petition" may only be used to make an athlete eligible.

Other After-school Activities:

Students receiving a grade of an "F" or a "U" in behavior may be determined ineligible at the end of each nine-week grading period.

Ineligibility applies to all activities that occur outside the realm of a normal school day and have no grade or credit attached to student participation.

1. Ineligible students may, at the discretion of the sponsor, practice with teams or organizations that require it. These students may not represent the school by dressing in uniform or actual participation in the event or contest.
2. Activities affected by these standards include clubs, activities, athletics, and school dances.

3. Coaches and sponsors are responsible for checking each member of their activity for eligibility to participate and subsequently informing them of their status.
4. A student must be in attendance for at least half of the school day to be eligible to participate in any school-sponsored activity or event.

Students involved in after-school activities are not allowed to participate if they are serving in-school or out- of-school suspension during the day of activity.

STUDENT RECOGNITION

Honor Roll

Students earning a grade point average of 3.0 to 3.70 on their report card are placed on the Honor Roll. Students receiving a grade of "F" or a "U" in behavior or effort will not be eligible for the Principal's List, Honor Roll, or Academic Excellence.

Principal's List

Students earning a grade point average of 3.71 to 3.99 on their report card are placed on the Principal's List.

Academic Excellence

Students earning a grade point average of 4.0 on their report card are placed on the Academic Excellence List.

TRANSPORTATION

Riding on a District bus is not a right but a **privilege**. Students must maintain safe and appropriate behavior on the way to school/home, at the bus stop and on the bus.

Bus reports will be issued for violations of bus rules. Parents will be notified of all bus reports. Infractions of bus rules will result in loss of privilege to ride a WESD bus. Please refer to the District handbook for bus rules.

Students requesting to ride a bus they do not regularly ride must take a written request, signed and dated by a parent, to the office for authorization prior to 8:10 a.m. The request must also include the route number of the bus to be ridden.

Late Bus

A late bus is provided Monday, Tuesday, Thursday and Friday at 4:30 p.m. and at 2:45 p.m. on early release days. Students will be dropped off at the area elementary school nearest to their home. All bus rules apply to the late bus.

Note from Administration

All rules and expectations are put into place to insure a safe and inviting environment for all students to learn. Any student who mistakenly transports a prohibited item onto campus is encouraged to bring it directly to administration upon discovery. All efforts will be made to rectify the situation fairly. We ask that you support our efforts to provide the best educational experience for all students at Cholla Middle School. Respectfully,

Phil Garitson, Principal