



Mountainside Middle School

4717 E. Day Mt. Spokane Road
Colbert, Washington 99005
(509) 465-7400
mountainsidems.mead354.org

STUDENT HANDBOOK 2021-2022

An electronic version of this handbook can be found online on our website.

Gregg Hare	Principal	gregg.hare@mead354.org
Moleena Harris	Assistant Principal 7th Grade & 6th Grade Team Chinook	moleena.harris@mead354.org
Jon Iverson	Assistant Principal 8th Grade & 6th Grade Team Selkirk	jon.iverson@mead354.org

Mountainside's Mission

In partnership with parents and the community, we will teach our students to become responsible citizens through high standards of instruction and character education.

Name _____ Grade _____

We Are Mountainside

At Mountainside, we believe that you are part of something bigger than yourself. You are a part of a family. You have a purpose and you belong here! "We Are Mountainside" means that we do the right thing everyday and everywhere and we look out for each other. We hold each other accountable and push each other to make ourselves and our school better.

You are Mountainside...KNOW IT, FEEL IT, and BELIEVE IT!

WE ARE CARING

WE ARE FAIR

WE ARE GREAT CITIZENS

WE ARE RESPECTFUL

WE ARE RESPONSIBLE

WE ARE TRUSTWORTHY

WE ARE MOUNTAINSIDE

Table of Contents

<u>We Are Mountainside</u>	ii
<u>Prepared, Respectful, Invested, Dedicated, Empathetic</u>	2
<u>Middle School Helpful Hints</u>	3
<u>Schedules</u>	4
<u>District Calendar</u>	5
<u>Academics</u>	6
Quarters and Semesters	
Grading Scale, Accessing Your Grades, Honor Roll	
Access Time/Homeroom	
Study Hall	
Promotion Requirements	
Class Fees	
<u>Attendance</u>	7
Excused and Unexcused Absences	
Truancy, Tardy	
Makeup Work, Homework Requests	
<u>Student Recognition</u>	8
You Are Mountainside Cards	
Honor Roll	
Awards	
8th Grade Reward	
P.R.I.D.E.	
<u>General Information</u>	10
School Procedure Information	
Bus Passes	
Lockers, Backpacks, Valuables	
Lost and Found	
Food and Drink	
Cell Phones and Other Electronic Devices	
Student Phone Usage	
Dress Code	
Fines	
Student Services (Counseling Center)	
Business Office	
Health Room, Accidents, Medication	
<u>Co-Curricular and Extra-Curricular Activities</u>	13
Activities, Clubs, Athletics	
Attendance Policy, Missing Class	
Staying After School	
Activity Bus	
Discipline Ineligibility	
Athletic Academic Ineligibility	
<u>Student Discipline Consequences</u>	15
<u>Nondiscrimination Policies</u>	19



Mountainside PRIDE Commitments

	Classroom	Commons	Hallways
P PREPARED	<ul style="list-style-type: none"> Arrive on time Have necessary materials ready Have assignments/classwork completed Plan ahead; be ready to participate 	<ul style="list-style-type: none"> Wash your hands prior to eating Know your meal number Eat a healthy meal for brain power 	<ul style="list-style-type: none"> Plan ahead; know your path Use the passing time wisely Go straight to your destination
R RESPONSIBLE	<ul style="list-style-type: none"> Listen and speak respectfully to adults and others Respect school and other's property Wait your turn to speak Use appropriate language Use classroom materials correctly 	<ul style="list-style-type: none"> Listen and speak respectfully to adults and others Respect school and other's property Wait your turn in line Keep hands to yourself Use appropriate language Eat your own food 	<ul style="list-style-type: none"> Listen and speak respectfully to adults and others Respect school and other's property Keep hands to yourself Use appropriate language
I INVESTED	<ul style="list-style-type: none"> "See something, say something" Participate fully/be an active group member Do your own thinking Ask questions Turn in your best work 	<ul style="list-style-type: none"> "See something, say something" Take care of self and others Keep speaking volume appropriate Stay in designated areas Walk; don't run 	<ul style="list-style-type: none"> "See something, say something" Keep speaking volume appropriate Stay in designated areas Walk; don't run
D DEDICATED	<ul style="list-style-type: none"> Set and meet goals Do your very best Complete all work Don't give up 	<ul style="list-style-type: none"> Keep commons clean Pick up litter when you see it – even if it's not yours 	<ul style="list-style-type: none"> Keep hallways clean Pick up litter when you see it – even if it's not yours
E EMPATHETIC	<ul style="list-style-type: none"> Treat others with kindness Listen to others' perspectives Learn from your mistakes 	<ul style="list-style-type: none"> Treat others with kindness Greet others kindly Invite others to join you; offer a seat at your table 	<ul style="list-style-type: none"> Treat others with kindness Greet others kindly

Middle School Helpful Hints

Here are some helpful hints to help you make the most of your middle school experience. All of these ideas came directly from 8th grade students!

Make goals and challenge yourself!

Arrive to class early, so you're ready before the bell rings.

Join at least one school sport or club.

Keep your binder organized, and fill in your planner each period.

Making friends is easy: smile, be kind, and be yourself!

Don't be afraid to ask for help when you need it.

Stay on top of your grades by checking PowerSchool at least once a week.

Never settle for doing the bare minimum. Do your best every day!

Make school easier by signing up for Access Time every week.

Complete all of your assignments on time. Don't procrastinate.

Work hard but don't overwork yourself. Have fun because middle school is a blast!

Schedules

Bell Schedules Will Be Handed Out On The First Day of School

District Calendar

MEAD SCHOOL DISTRICT 2021-2022

	MON	TUE	WED	THUR	FRI
August	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			
September			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	
October					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
November	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30			
December			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31
January	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				
February		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28				
March		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	
April					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
May	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			
June			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	

Sept. 6 Labor Day

Sept. 7 1st Day of School

Sept. 10 Kindergarten 1st Day of School

October 8 LID (Non-Student Day)

Oct 13-15 Elementary Conferences (Half-Day 10/13, Non-Student Days 10/14 & 10/16

Nov. 11 Veteran's Day - No School

Nov. 24-26 Thanksgiving Break - No School

Dec 20 - Dec 31 Winter Break - No School

Jan. 3 School Resumes

Jan. 17 Martin Luther King Jr. Day - No School

Jan 28 End 1st Semester - Secondary Early Release

Feb 4 Elementary Early Release

Feb 9-11 Elementary Conferences (Half-Day 2/9, Non-Student Days 2/10 & 2/11)

Feb. 21 President's Day - No School

March 18 LID (Non-Student Day)

April 4-8 Spring Break - No School

May 30 Memorial Day - No School

June 17 Last Day of School

Academics

QUARTERS AND SEMESTERS

The school year is divided into 4 quarters (about 9 weeks each). The first and second quarter make up the first semester. The third and fourth quarter make up the second semester. The majority of your classes will be a full year. Most 6th grade electives change every quarter while 7th/8th grade electives usually last for a semester.

GRADING SCALE

A = 90-100% B = 80-89% C = 70-79% D = 60-69% F = 0-59%

ACCESSING YOUR GRADES

You can access your grades at any time by logging in to [PowerSchool](#). You can find your PowerSchool Username and Password on your class schedule or you can stop by Student Services. Your parents will also have access to your grades on [PowerSchool](#), and they can get that information in Student Services as well. Your first and second semester final grades will be mailed home to your parents.

HONOR ROLL (See Student Recognition)

To make the Honor Roll, you must earn a 3.5 grade point average (GPA) or higher at the end of the semester. You can find your GPA on PowerSchool.

ACCESS TIME (See Schedules)

Access Time is a 30-minute block of time you have to access your teachers to retake tests or quizzes, get help on assignments, or have time to work quietly. You can personally sign up for a location to go to for Access Time, a teacher will sign you up, or you will be assigned to the commons to work. Wherever you are for Access Time, remember that this is a time for you to get caught up or get ahead on your school work. Use it wisely!

HOMEROOM

You will have homeroom between 1st and 2nd period. This is a 30-minute block of time that you will work with a teacher and other students of your same grade on social/emotional learning. This time will emphasize kindness and skill building that will help you in your life.

STUDY HALL DURING LUNCH

If you are looking for extra time to work on your schoolwork, you can use your lunch time. While eating your lunch, you can work on your missing assignments. This is completely optional for you.

PROMOTION REQUIREMENTS

To automatically move on to the next grade, you must pass at least 8 out of 12 classes during the school year. To pass a class, you must earn at least a "D." If you do not pass at least 8 courses, there will be a conference with your parents and Mountainside staff to discuss repeating your grade.

[For Information Regarding Make-up Work and Homework Requests, Please See the Attendance Section](#)

Attendance

The State of Washington [requires that you are in attendance](#) at school when school is in session. Mountainside Middle School will strictly adhere to state laws as they relate to your attendance in school.

EXCUSED ABSENCES (Please see Board Policy 3122 for a more detailed explanation)

If you are absent due to illness or a health condition; a religious observance, when requested by your parent(s); school-approved activities; family emergencies; military deployment of a parent or legal guardian; and, as required by law, disciplinary actions or short-term suspensions it shall be an excused absence. These absences need to be excused by a parent/guardian either by calling the office or by bringing a signed note after the absence.

UNEXCUSED ABSENCES (Please see Board Policy 3122 for a more detailed explanation)

Any absence that does not fall under the excused absence criteria above or if an approved absence has not been excused by your parent/guardian it will be considered an unexcused absence. If your unexcused absences begin to accumulate, the following procedures will be followed:

1. When your unexcused absences reach 15% of the school year, we will require a doctor's note to excuse future absences. (A parent note will not work)
2. When you reach an additional 3 unexcused absences, you will have to attend the Mead School District Truancy Board.
3. If the unexcused absences continue, you will be referred to Juvenile Court.

TRUANCY

You are considered truant if you are, "staying away from class(es) without good reason." Mountainside will consider you truant if you are out of class without permission, you skip class, you are absent without your parent/guardian's knowledge and consent, or if you falsify parental notification. Please note that a truancy is considered an unexcused absence.

TARDY

If you are late to class up to 5 minutes and you do not have a pass, you will be considered tardy. If you are later than 5 minutes, you will be considered truant.

MAKE-UP WORK

If you miss assignments because of an excused absence, you will be given three days for the first day absent and one extra day for each additional day missed to make up the work. All of your academic work missed will be allowed to be made up in some manner. Alternate work or tests may be given at the teacher's discretion.

HOMEWORK REQUESTS

If you are going to miss 3 or more days of school, you should request homework from your teachers beforehand so that you do not get too far behind. You can do this by contacting the teacher in person before your absences or emailing the teacher. Remember that teachers use Google Classroom. Therefore, you can check your individual class pages to see what work you are missing as well.

Student Recognition

Mountainside wants to recognize you for doing the right thing while here at school. The following are ways we honor students for your great work:

P.R.I.D.E. (Personal Responsibility in Daily Efforts)

We believe that successful students don't wait for others to discipline themselves. Students who have self-discipline also have this attitude: "I have high expectations for myself and my school, and I am proud of myself and my school." The word for this attitude is *PRIDE*. At Mountainside, P.R.I.D.E. has another meaning. The letters stand for Personal Responsibility in Daily Efforts. P.R.I.D.E. is designed to motivate and challenge students in positive directions. P.R.I.D.E. also recognizes and rewards students who meet certain goals. At the end of each quarter, you will be recognized as a member of P.R.I.D.E. if you achieve the following standards during the quarter:

1. All assignments turned in on time.
2. No more than three days (18 class periods) of absences (including family trips, doctor/dentist appointments, and partial days)
3. No more than one unexcused tardy
4. No behavioral referrals or visits to In-house
5. No overdue library books on the last day of the quarter
6. No behavior, responsibility, or effort deductions in PE
7. Honor Level I status throughout the quarter
8. No D or F grade in any class.

Hardship Consideration:

You may request an exception for P.R.I.D.E. eligibility by submitting a "Hardship Request" form. You can get this form from an administrator in the office. Hardships are considered on a case-by-case basis. Hardship is defined as an extreme situation that causes substantial suffering or harm or that imposes unforeseeable and uncontrollable conditions on a student (ie. hospitalization, prolonged illness, serious accident, or family emergency). The P.R.I.D.E. committee reviews each hardship request form, makes a determination, and notifies the student of its decision.

If you achieve P.R.I.D.E. for an entire semester (both quarters) you will receive recognition and will also be invited to a planned celebration of your accomplishments. Please note: you need to take 4 or more classes on campus or take a minimum of 3 core classes to be eligible for P.R.I.D.E. The P.R.I.D.E. program works in conjunction with the Mountainside progressive discipline policy.

You Are Mountainside Cards

Staff members give out these cards to show their appreciation for you doing the right thing. You keep the larger portion of the card for yourself. The smaller portion is removed and dropped in a box at the student store or the business office in exchange for a treat. Every Friday we will draw four lucky winners out of the box to win bigger prizes.

Student of the Month

You can be recognized on your academic teams and/or schoolwide for your excellent citizenship.

Evening of Excellence (Honor Roll)

If you earn a 3.5 GPA or higher for the first semester, you will be recognized on this special evening. Second semester honor roll certificates are mailed home with your second semester grade reports.

Various Team Awards

Individual academic teams will use various forms of recognition to honor you for your great work in the classroom. Please ask your academic team teachers for specific details.

8th-Grade Team and Elective Awards

8th-grade academic teams and elective teachers honor students who have excelled in specific areas of study with awards at the end of the year.

8th-Grade Presidential Awards

If you are an 8th-grade student that earned a 3.5 GPA and a Level 4 on the English or Math Smarter Balanced Exam (SBA), you will be recognized with this prestigious national award.

Attendance Award

If you are an 8th-grader who did not miss a day of school during your 8th-grade school year, you will be honored with a perfect attendance award. School related events will not count against these students.

8th Grade End of the Year Reward

Mountainside wants to honor those students that do the right thing consistently and finish the year strong with a reward at the end of the year. The leadership class and staff members will identify the reward and announce it early in the 2nd semester.

In order to be eligible, you must meet the following expectations:

1. Passing (D or Higher) all 2nd-semester classes
2. [Honor Level I or II status](#)
3. No overdue library books
4. No outstanding fees or fines

General Information

ARRIVAL AND DEPARTURE

Due to supervision concerns, you are not to be in school before 7:45am each morning unless you have permission or you are involved in a school activity.

For the same supervision reasons, you need to leave the school grounds immediately at the end of the school day (2:30) or at the end of your after-school activity.

CLOSED CAMPUS

Mountainside has a closed campus. This means that you must stay on the school grounds in approved areas from the time you arrive until you leave at the end of the day. If you are staying after school for an approved activity, you may not leave the school grounds until the activity ends, your parents pick you up or the activity bus leaves.

If you need to leave school during the day, you must have your parent/guardian check you out from the office. If you come to school late or are coming back from an appointment, you need to check in at the office before going to class.

SINGLE POINT OF ENTRY

From 8:05am to 2:30pm, Mountainside has a single point of entry system. This means that staff, students, and visitors need to enter the building through the main entrance only. It is very important that you do not open an exterior door for anyone (staff member, student, or guest) during school hours. Instead, you should point the person to the front entrance to enter the building. You are not being rude; you are just doing your part to keep Mountainside safe!

HALLWAY

Mountainside's hallways are closed before school until 7:55, during lunch, and after school. If you need to access a teacher during these times, you need to communicate with that teacher beforehand and get a pass from that teacher.

During class time, you should have a hall pass from your teacher if you are going to another location in the building.

BUS PASSES

You can get a pass to ride a friend's bus home under the following conditions:

1. The transportation department says they have space.
2. You both have a note or a phone call from your parent/guardian that states you may ride with the friend and includes the bus route number.
3. The notes are given or phone calls are made prior to 2:00pm in the office. Please try to bring your notes to the office during your lunchtime.

LOCKERS

You have been assigned an individual locker, and you are expected to keep your own belongings in that locker. Any locker problems should be promptly reported to Student Services. Please KEEP YOUR COMBINATION SECRET because once you share your combination, even with your best friend, you lose the security that your locker provides. It is important that you keep your locker neat and clean as you may be held responsible for any damage to the locker assigned to you. Please do not use any stickers on lockers. You may decorate a friend's locker on their birthday if you'd like.

Please Note: The lockers are the property of the Mead School District and school administrators have the right and obligation to check lockers for the safety, welfare, and protection of students.

BACKPACKS

You are allowed to bring a backpack to school, but this backpack must remain in your locker throughout the day.

VALUABLES

Please do not bring large amounts of money or valuable personal property to school. You, not the school, are responsible for any items that you choose to bring to school. To prevent theft, you should keep items in your hallway and PE lockers and make sure they are locked. Do not share your combinations with anyone!

BOOK FINES

If you lose or damage a class or library book, you will likely be issued a fine. The amount of the fine is the cost to replace or repair the book. The amount of damage is left to the individual teacher or librarian's discretion.

LOST AND FOUND

If you find another person's item, please turn it into the office so that it may be returned to the owner. If you lose an item, please report this loss to the office, and they will help you check the lost and found. Unclaimed clothes in the lost and found will be given to a charitable organization at the end of each quarter. Please do not take items from the lost and found if they are not yours.

DRESS CODE

Mountainside believes that you should dress as if you were a part of the workforce. As most places of employment have clothing restrictions, Mountainside is no different. Any clothing that is deemed disruptive to the educational process or constitutes a threat to health and safety is prohibited. Some items to consider:

1. Hats, visors, and/or hoods are allowed in the hallways and at lunch. Teachers may ask you to remove your hat/hood during class time.
2. Inappropriate messages (pictures, words, etc.) on clothing are not allowed. This can include references to drugs, weapons, alcohol, or tobacco. In addition, vulgar words, innuendos, suggestive messages, and gang related items are not allowed.
3. Shorts and dresses cannot be shorter than the shorts the school issues for athletics. Our issued shorts have an inseam of 3-4". In addition, pants cannot have holes above mid thigh.
4. See-through clothing is not allowed.
5. Shirts or tops must cover the stomach at all times.
6. Strapless tops or spaghetti strap tank tops are not allowed.
6. Sagging pants are not allowed.
7. Footwear should be safe and is required at all times.
8. Accessories that create a safety hazard or are a disruption are not allowed.

CELL PHONES AND OTHER ELECTRONIC DEVICES

Your cell phone and other electronic devices (including headphones) are not to be visible or heard at school from the moment you enter the building until 2:30pm. Individual teachers may make a rare exception for a lesson or activity that necessitates the use of a cell phone or electronic device.

Remember that you are responsible for the loss or damage of your cell phone or electronic device, not the school.

STUDENT PHONE USAGE

A phone is provided for you to use by the attendance office. When using the student phone, please follow these procedures:

1. You need a pass if you are using the phone during class time.
2. During passing periods, please first check in with your next teacher prior to using the phone.
3. There will be a one minute time limit.
4. Limit calls to ones that are necessary.
5. Proper phone behavior is expected. This includes using appropriate language and politely hanging up when you complete your call.
6. Friends are not allowed to come with you unless it is during lunch.
7. Please be quiet and patient while waiting in line.

FOOD AND DRINK

All food and drink (except water) must be consumed in the cafeteria.

It is strongly encouraged that drinks with high amounts of caffeine are not consumed at school.

Home baked goods may not be brought to school to be shared with friends, classmates, or staff. If you are going to bring a treat for a celebration, it must be store bought in its original container with ingredients clearly listed on the packaging. Please communicate with your teacher(s) to get permission to bring a treat for the class.

Breakfast is served daily beginning at 7:45am in the commons.

Students' lunch times will be announced on the first day of school and the first day of the 2nd semester.

STUDENT SERVICES (COUNSELING CENTER)

Student Services is located down the first hallway near the library and includes our counselors and our Student Services secretary.

You can access Student Services for schedule issues, new student items, academic advising, parent/teacher conferences, mediation, personal/social counseling, locker assignments/changes, student/parent login information, support groups, etc. Unless it is an urgent matter, you should have a pass from your teacher if you want to access Student Services during class time.

BUSINESS OFFICE

You can deposit lunch money, pay fees, and purchase basic school supplies at the Business Office. It is located near the main staircase on the south end of the commons. You can access the Business Office before school, during passing/lunch time, or after school.

HEALTH ROOM

The health room is located in the office. If you feel that you are unable to continue in class due to sickness or injury, please go to the health room or let your teacher know so they can call the nurse.

ACCIDENTS

Every accident that occurs on school grounds should be reported to your teacher, coach, or supervisor immediately.

PRESCRIPTION AND OVER-THE-COUNTER MEDICATION

If you need to take prescription or over-the-counter medication while at school, you must have a Mead School District Medication Request Form on file in the health room.

Please note: If you are in possession of medication without this form on file or if you share medication with other students, you may be subject to the discipline policies.

Co-Curricular and Extra-Curricular Activities

CO-CURRICULAR ACTIVITIES

The following co-curricular activities are offered at Mountainside for you:

Band, Choir, Leadership/ASB, Orchestra, Yearbook

EXTRA-CURRICULAR CLUBS

The following extra-curricular clubs are typically offered at Mountainside for you:

Coding Club, FCA, Glee Club, Guitar Club, Homework Club, Math is Cool, Robotics Club, Dance Club, Talent Show, Art Club

The clubs that Mountainside offers can change from year to year. Please see Mr. Hare if you want to start a club. Listen to the daily announcements and look for flyers in the hallways for club offerings this year.

EXTRA-CURRICULAR ATHLETICS

The following sports are offered at Mountainside for you:

6th Grade:

(Intramural- Competition against Mead schools only)

September	Boys & Girls Cross Country
October	Girls Volleyball
October-December	Wrestling*
April-May	Boys & Girls Track
May-June	Boys & Girls Basketball

*Wrestling will participate fully with the 7th/8th season

7th Grade:

September-October	Boys & Girls Cross Country, Football, & Softball
October-December	Wrestling & Volleyball
January-February	Boys & Girls Basketball
April-May	Boys & Girls Track, & Baseball

8th Grade:

September-October	Boys & Girls Cross Country, Football, & Softball
October-December	Wrestling & Volleyball
February-March	Boys & Girls Basketball
April-May	Boys & Girls Track, & Baseball

ATTENDANCE POLICY

If you are absent from school on the day of an activity (contest, game, performance, etc.), you will not be allowed to participate in that activity. Exceptions can be made for doctor or dental appointments or other prearranged situations. Please communicate with your grade-level principal or the athletic director in advance if you know you will be gone on the day of an activity. School-related absences will not affect your ability to participate in an activity.

GUIDELINES FOR MISSING CLASS FOR SCHOOL-RELATED ACTIVITIES

If you are going to miss class for a school-related activity, it is your job to make sure all assignments that are due that day are turned in prior to leaving for the field trip, game, performance, etc.

In addition, you should communicate with your teachers prior to missing class so that you can get any school work that you will miss.

STUDENTS STAYING AFTER SCHOOL

If you are planning on staying after school, you must be involved in an activity supervised by a Mountainside Middle School staff member or Parent/Guardian. Please be aware of the following:

1. Take all clothes and materials with you to your activity. You will not be allowed back into the halls to access your hallway locker.
2. If you are participating in an approved after school activity, you must check in with that activity by 2:35pm and remain in that adult's supervision until your ride arrives or the activity bus departs.
3. If you wish to stay after school and are not involved in a school related/supervised activity (staying to watch a game, etc.), you must have a parent/guardian with you. If you do not have a parent/guardian with you, you may be subject to Mountainside's progressive discipline procedures.

ACTIVITY BUS

If you are staying after school for an approved activity, the Mead School District will provide transportation home via the activity bus on Mondays through Thursdays. The buses usually leave Mountainside at 5:15pm. Please check the [transportation website](#) to find your activity bus information.

DISCIPLINE INELIGIBILITY

If you are suspended from school (in or out-of-school suspension), you are not eligible to participate in any practices, contests, games, or performances for the duration of the suspension.

AFTER-SCHOOL ACTIVITY RULES

All school rules are still in effect during after-school activities and will be enforced. This includes at home and away practices, contests, games, performances, etc.

ATHLETIC ACADEMIC INELIGIBILITY

If you are participating in athletics at Mountainside, you fall under the Washington Interscholastic Athletic Association (WIAA) and Mead School District academic requirements. They are as follows:

1. You must be passing a minimum of 5 out of 6 classes.
2. In addition, you must achieve either a 2.0 GPA or be earning at least a "C" in four (4) full-time subjects, or be placed on academic probation for the next nine weeks. If, at the end of the probationary period, you are still not achieving a 2.0 GPA or earning at least a "C" in four (4) full-time subjects, you will be placed on academic suspension.
 - a. While on probation, you will not be limited in participating in an interscholastic activity. During this time you should work with your teachers and coaches to improve grades in those classes that are deficient.
 - b. While on academic suspension, you will not be allowed to participate in interscholastic activities, suit up for games, or travel with the team.
3. Teachers Aid or Study Hall courses do not qualify as full-time subjects.
4. Home school and private school students must verify, in writing, that all academic, legal, and other requirements have been met.
5. 8th Grade second semester grades carry over to the high school and could impact your eligibility if you are not meeting the above criteria. Please see our Athletic Director if you have questions or concerns.

Student Discipline Consequences

Mountainside's student discipline may take many forms. It may be a request not to repeat the action, it may be a brief conversation, it may be a warning, and it may result in an actual consequence. Please know that administrators have the right to use their discretion when considering consequences.

STUDENT EXPECTATIONS

You are responsible for your own actions and are held accountable for all rules and responsibilities in this student handbook, the [Mead School District Board Policies regarding student conduct](#), and other rules set forth by the Mountainside Middle School administrators and staff. This includes your time at school, on district provided transportation, or at any district-sponsored events.

DEMERITS

Every student, including you, starts the year with zero (0) demerits. If you violate one of the school rules, it will involve the addition of demerits. The number of demerits added depends on the seriousness of the action. The most serious actions would result in a greater number of demerits added.

Demerits will be subtracted from your total for infraction free behavior for two consecutive school calendar weeks (Monday through Friday). No more than five (5) demerits will be subtracted in a two-week period and at no time can you have fewer than zero (0) demerits or more than twenty (20).

HONOR LEVELS

You are placed into an honor level based upon the number of demerits that you have. These honor levels can affect your P.R.I.D.E. eligibility, end of year reward eligibility, and other events held throughout the school year. The Honor Levels are as follows:

Level I	0-4 Demerits
Level II	5-9 Demerits
Level III	10-14 Demerits
Level IV	15-20 Demerits

MAJOR OFFENSE REFERRALS (10-15 Demerits)

These offenses are considered major because of the severity of the action and the amount of disruption that it causes to the education process. Major offense referrals will be accumulated by the individual offense from the beginning of the school year until the end of the school year.

Assault, Fighting, Threat of Violence, Filming of Fights

First Offense:	Short-term suspension of 2-5 days, possible emergency expulsion
Second Offense:	Short-term suspension of 3-10 days, possible emergency expulsion
Third Offense:	Long-term suspension recommended, possible emergency expulsion

Crude and/or Offensive Behavior

First Offense:	5 lunch detentions, short-term suspension of 1-3 days, possible emergency Expulsion
Second Offense:	Short-term suspension of 2-10 days, counseling session, possible emergency expulsion
Third Offense:	Long-term suspension recommended, possible emergency expulsion

Dangerous Behavior (Actions, Threats, or Possession of Objects that Could Harm Others or Self)

- First Offense: 5 lunch detentions, short-term suspension of 1-3 days, possible emergency Expulsion
- Second Offense: Short-term suspension of 3-10 days, possible emergency expulsion
- Third Offense: Long-term suspension recommended, possible emergency expulsion

Direct Defiance/Disrespect to School Personnel

- First Offense: 5 lunch detentions, short-term suspension of 1-3 days, possible emergency Expulsion
- Second Offense: Short-term suspension of 2-10 days and a parent/guardian conference
- Third Offense: Long-term suspension recommended

Drugs/Alcohol (Possession, Distribution and/or Consumption)

- First Offense: Short-term suspension of 1-10 days, substance abuse course, possible emergency expulsion
- Second Offense: Short-term suspension of 1-10 days, chemical dependency assessment, substance abuse course, possible emergency expulsion
- Third Offense: Long-term suspension recommended, possible emergency expulsion

Harassment/Intimidation/Bullying-Major or Repeated (Please see Mead SD Board Policy 3207)

- Mountainside has a zero tolerance policy towards harassment, intimidation, and bullying.
- First Offense: Short-term suspension of 1-3 days, parent contact, letter of apology, counseling Session
- Second Offense: Short-term suspension of 2-5 days, parent contact, counseling session
- Third Offense: Short-term suspension of 3-10 days, counseling session
- Fourth Offense: Long-term suspension recommended

Medication (See Prescription and Over-the-Counter Medication Information in General Information)

- First Offense: 5 lunch detentions, short-term suspension of 1-3 days
- Second Offense: Short-term suspension of 2-10 days
- Third Offense: Long-term suspension recommended

Misuse of Technology (Major) (See Mead SD Network Acceptable Use Guidelines)

- First Offense: 5 lunch detentions, short-term suspension of 1-5 days
- Second Offense: Short-term suspension of 3-10 days
- Third Offense: Long-term suspension recommended

Theft, Vandalism, or Property Damage (Consequences Vary Based on Value)

- First Offense: 5 lunch detentions, short-term suspension of 1-5 days
- Second Offense: Short-term suspension of 1-10 days
- Third Offense: Short-term suspension of 3-10 days, recommended long-term suspension

Tobacco or Alike Products-Includes Vape Devices (Possession and/or Use)

- First Offense: Short-term suspension of 1-3 days, substance abuse course w/ lunch detentions
- Second Offense: Short-term suspension of 2-10 days, chemical dependency assessment, substance abuse course
- Third Offense: Long-term suspension recommended

PROGRESSIVE DISCIPLINE REFERRALS (5 Demerits)

Progressive Discipline offenses will be accumulated from the start of school until the end of the first semester. The offenses will reset at the beginning of the second semester and go until the end of the school year. Examples of Progressive Discipline offenses include, but are not limited to:

Activity Spectator Problems	<u>Cell Phone Policy Violation*</u>
Cheating/Plagiarism	Disruption to the Learning Environment
Failure to Cooperate with Staff	Forged Notes/Passes
Food/Gum Policy Violations (Repeated)	Inappropriate Behavior
Leaving Campus	Lying about School Related Issues
<u>Misuse of Technology (Minor)</u>	Possession of Lost or Stolen Property
Use of Profanity	Unauthorized Selling at School or Event
Use of Technology (incl. headphones) w/o Permission	

First Offense:	Warning from administration, phone call home by teacher
Second Offense:	3 lunch detentions, phone call home by administrator
Third Offense:	3-5 lunch detentions, phone call home by administrator
Fourth Offense:	5-10 lunch detentions, after-school detention, phone call home by administrator
Fifth Offense:	5-10 lunch detentions, after-school detention, phone call home by administrator
Sixth Offense:	5-10 lunch detentions, after-school detention, short-term suspension, phone call home by administrator, behavior plan
Seventh Offense:	Short-term suspension, phone call home by administrator, behavior plan

***Cell Phone Policy/Technology Violations Include:**

- First Offense: It will be taken away and can be picked up at the office at the end of the day.
Second Offense: It will be taken away and a parent/guardian will need to pick up the item.

TRUANCY (See the Truancy Section) (5 Demerits)

First Offense:	a. Up to 1 Full Period=3 lunch detentions b. One Period to 1 Day=5 lunch detentions c. More Than 1 Day=10 lunch detentions
Second Offense:	a. Up to 1 Full Day=5 lunch detentions b. More Than 1 Day=10 lunch detentions
Third Offense:	5-10 lunch detentions and a conference with student and parents/guardians
Fourth Offense:	5-10 lunch detentions, after-school detentions, and a conference with student and parents/guardians

DRESS CODE (See Dress Code Guidelines in General Information) (2-5 Demerits)

First Offense:	Green Slip, change clothes, possible counseling session
Second Offense:	Green Slip, change clothes, possible counseling session
Third Offense:	Progressive Discipline referral, change clothes, parents notified

INAPPROPRIATE/OVERT DISPLAYS OF AFFECTION (2-5 demerits)

This includes, but is not limited to hand holding, kissing, hands on others, and/or excessive hugging. The level of consequence applied will depend on the level of inappropriateness.

BUS CITATION (3-15 Demerits)

The Mead School District Transportation Department may issue you bus citations for improper behavior. You will be given demerits based upon the severity of the bus consequence, and you may be subject to Mountainside's discipline procedures.

GREEN SLIP (2 Demerits)

A staff member may issue you a Green Slip and an email will go home to your parents/guardians if you are not prepared, respectful, invested, dedicated, or empathetic (PRIDE).

TARDY SLIP (2 Demerits) ([See Tardy Section](#))

The teacher will submit a tardy slip and an email will be sent home to your parents. For three or more tardies, the following consequences apply:

Third Offense: 3 lunch detentions

Fourth+ Offenses: 5 lunch detentions

**Please note that tardies restart at zero at the beginning of each quarter.*

UNEXCUSED ABSENCE (2 Demerits)

For every unexcused absence that you have, you will be issued 2 demerits.

Nondiscrimination Policies

NONDISCRIMINATION

Mead School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal by a person with a disability and provides equal access to the Boy Scouts and other designated youth groups. Grievances or concerns should be directed to **Josh Westermann**, Student Services/Civil Rights and Section 504 Coordinator/Title IX Officer, at **(509) 465-6045**, via email at josh.westermann@mead354.org, or mail to 2323 E. Farwell Rd., Mead, WA, 99021.

You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint (see below). For a copy of your district's nondiscrimination policy and procedure 3210, contact your school or district office or view it online here: https://www.mead354.org/apps/pages/Board_Policies/

SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity.

Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

- A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or
- The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

You can report sexual harassment to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district's sexual harassment policy and procedure 3205, contact your school or district office, or view it online here: https://www.mead354.org/apps/pages/Board_Policies/

COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your child's principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to resolve your concerns.

Complaint to the School District

Step 1. Write Out Your Complaint

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

Step 2: School District Investigates Your Complaint

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

Step 3: School District Responds to Your Complaint

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

Appeal to the School District

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

Complaint to OSPI

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

Email: Equity@k12.wa.us | **Fax:** 360-664-2967

Mail or hand deliver: PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit our [website](#), or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at equity@k12.wa.us.

Other Discrimination Complaint Options

Office for Civil Rights, U.S. Department of Education

206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | [OCR Website](#)

Washington State Human Rights Commission

1-800-233-3247 | TTY: 1-800-300-7552 | [Human Rights Commission Website](#)