

SMS Student Handbook 2022-2023

Principal's Message

Southridge Middle School families, I want to welcome you to the 2022-2023 school year. I am excited about working with all of you at the Middle School level. The handbook is a guide for SMS policies and expectations during the school day. Please know that all rules and policies apply to SMS extracurricular activities. The information in the handbook is broad and general in nature, and is not intended to answer specific, individual questions. Please contact the SMS office for any specific questions you need answered. We look forward to our educational journey and the great opportunities at SMS. Let's have a GREAT YEAR!

Chad Whitehead
Principal

SOUTHRIDGE MIDDLE SCHOOL FACULTY

Altmeyer, Annette	7th Math	Mattingly, Megan	MS Athletic Director / P.E.
Berry, Rebecca	Art	Meece, Beth	EL Inter./Com. Sci.
Baseden, Kyle	7 th Science	McKinney, Dee	Instructional Assist
Beck, Katy	Tech. Integration	Herron, Nick	Science
Blackgrove, Jayme	Library Asst.	Michel, Tracey	Secretary/Treasurer
Buettel, Adaline	7th ELA	Ohanian, Brad	8 th Social St.
Butler, Lannie	Band/Music	Popp, Craig	7 th Social Studies
Collins, Tom	ITE	Pulley, Amanda	Guidance Counselor
Durcholz, Lisa	8 th Health/PE	Radabaugh, Kendall	Instructional Assistant
Fuhs, Shannon	8 th ELA	Riehle, Nicole	6 th ELA
Fuhs, Ross	6th Computer Science	Reese, Mary	6 th Math
Whitehead, Chad	Principal	Sandoval, Rossina	Community Outreach
Rasche, Tyla	World Lang.	Schank, Alisa	Co-op
Hochgesang, Leigh	7 th ELA	Schank, Dave	Biology
Howard, Joni	Instructional Assistant	Schnuck, Myra	8 th Math
Jessee, Rebecca	Interventionist	Schutte, Jen	6 th ELA
Kendall, Erich	Choir/Music	Stillwell, Beth	Instructional Assist
Keusch, Joe	School Psychologist	Tempel, Jeff	8 th Science
King, Shea	Attendance Secretary	Vinson, Christine	Teen Wellness
Lamar, Katie	School Nurse	Vogler, Kendra	Interventionist
Longabaugh, Stephen	6 th Social Studies		
Marshall, Erin	Interventionist		

VISION: Southridge Middle School commits to inspire and empower students to excel both academically and socially by integrating meaningful learning experiences which foster students' curiosity and develop their communication and collaboration skills. Our students will embrace diversity, act responsibly, and contribute to their community.

EVERY STUDENT; EVERY DAY

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RAIDER

Persistence

Resourceful

Integrity

Dependability

Empathy

SMS PRIDE Matrix

EVERY STUDENT; EVERY DAY

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RAIDER PRIDE	Areas of School				
	Classroom	Hallway	Restroom	Cafeteria	Schoolwide
P Persistence	<ul style="list-style-type: none"> Always be on time to class Always come prepared to class Complete all assignments Overcome obstacles Never give up 	<ul style="list-style-type: none"> Always check what you need for class before going to your locker Take turns at the locker Walk at all times 	<ul style="list-style-type: none"> Always flush Always wash your hands Always make sure your trash ends up in the trash can 	<ul style="list-style-type: none"> Use patience and stand in a single-file line while waiting for your lunch tray Dispose of trash correctly 	<ul style="list-style-type: none"> Always do your personal best Be at school Be on time Be prepared to learn
R Resourcefulness	<ul style="list-style-type: none"> Seek to understand Ask questions when needed Use problem-solving skills 	<ul style="list-style-type: none"> Keep your locker free of clutter Organize materials by subject for efficiency Plan a route to where you need to go Use your passing period time wisely 	<ul style="list-style-type: none"> Plan a route to your destination Use your passing period wisely Check the restroom before using Go, Flush, Wash 	<ul style="list-style-type: none"> Get everything you need when you go through the line Know what you want to eat before you get to the front of the lunch line 	<ul style="list-style-type: none"> Ask questions when needed Seek solutions to problems
I Integrity	<ul style="list-style-type: none"> Follow classroom expectations Do your own work Be honest and trustworthy Treat others' property with care 	<ul style="list-style-type: none"> Use hall passes during undesignated break times Turn in found items to the office Use your locker only 	<ul style="list-style-type: none"> Return promptly to class Report any issues or problems to an adult Turn in any lost items to an adult 	<ul style="list-style-type: none"> Keep the cafe clean Only touch your personal property and your food Get permission before leaving 	<ul style="list-style-type: none"> Obey all school policies Report any damage or unsafe situations to staff members of our school corporation Keep hands and feet to yourself
D Dependability	<ul style="list-style-type: none"> Be prepared for class with all your materials Charge your device Use technology appropriately Turn in work on time 	<ul style="list-style-type: none"> Keep noise levels appropriate Be prompt to arrive on time Keep hallways free of litter Go where you are supposed to go 	<ul style="list-style-type: none"> Go and leave without any horseplay Keep the facilities clean Report any items that are out in the restroom 	<ul style="list-style-type: none"> Keep food and drinks in cafe Listen and follow instructions Talk quietly with others at your table 	<ul style="list-style-type: none"> Use technology appropriately Keep school grounds free of litter and graffiti
E Empathy	<ul style="list-style-type: none"> Help others who struggle Show concern for others, their property, the school, and yourself Accept differences and diversity 	<ul style="list-style-type: none"> Walk with other students you may not always walk with Help others if they need it Be considerate of others' locker space and time 	<ul style="list-style-type: none"> Keep your hands to yourself. Be sure to keep personal space between you and others. 	<ul style="list-style-type: none"> Include others in your lunch group Show respect Say "please" and "thank you" Clean up messes and trash 	<ul style="list-style-type: none"> Demonstrate good sportsmanship and school pride Be polite, kind, and courteous to all people

All visitors must enter the building through door 27 and report to the main office.

SCHOOL DAY

The school building will be open to students at 7:30am - gym doors at 7:30 am.

Car riders are to be dropped off at the gym door, 24 by 8:00am. Bus riders will be dropped off at the main SMS entrance.

Students will remain seated in the gym until the start of the school day; exceptions apply only to those students attending breakfast or tutoring services from 7:35am to 7:55am.

The Pledge, moment of silence and announcements will begin at 8:05am. Following, the gym doors will be locked, at approximately 8:05am.

Anyone arriving after must enter through the front door, 27 and report to the main office.

Classes begin at 8:05am and school is dismissed at 3:15pm.

Bus riders must exit through the front doors, 27 & 28.

Car riders must exit through the south door, 26.

SAFETY

Our SWDCS Safety Plan is ever changing to provide the best possible response in the event of an emergency. Please regularly question your child as to what they would do in the event of an emergency at school. Working together to better prepare is the best way to ensure the safety of our children.

- EVACUATION - FIRE DRILLS**

Evacuation - Fire drills will be held a minimum of once a month. It is the responsibility of each student to be familiar with the fire drill route in each of his/her classrooms. When the alarm rings, move quickly and quietly out of the building and remain outside

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until a return bell is sounded.

- **SHELTER IN PLACE - SEVERE WEATHER-TORNADO DRILLS**

Shelter in Place - Severe Weather - Tornado Drills will be conducted a minimum of twice a semester. Classroom teachers will instruct students as to the proper procedure.

- **AVOID, DENY, DEFEND, LOCKDOWN**

Lockdown drills will be practiced a minimum of once a semester. The students will be notified in advance that we are conducting a drill situation.

- **SUSPICIOUS ACTIVITY: SEE SOMETHING, SAY SOMETHING**

In the event of suspicious activity, students/parents should notify the school resource officer (SRO), administration, or 911. This includes objects out of the ordinary, a person behaving strangely, or feel that something is wrong.

- **CRISIS CONNECTION HOTLINE – 1-800-245-4580**

In the event of an emergency call 911, but if you are not in an emergency situation and need guidance the Crisis Connection Hotline can assist you. Manned 24 hours a day the Crisis Connection Hotline and website <http://www.crisisconnectioninc.org/> can provide assistance and resources when you are unable to reach a school official.

REPORTING ACCIDENTS

If an accident occurs on school grounds, report the accident to a teacher and the nurse. If body fluids are present do not assist. A SWDCS trained adult must remove the contenance. The teacher will fill out an accident report and it will be kept on file at the superintendent's office.

ATTENDANCE PROCEDURES AND POLICIES

Regular attendance is a MUST for all students in order to maintain success in the classroom and to achieve at each student's best level of performance. Therefore, it is important that all students, parents, and school personnel strive to do their best to see that students attend school on a daily basis, and as required by State Law.

In case of an absence, the following procedure should be used:

1. Parents/Guardians are asked to call the school to report the absence of their child; 683-3372 ext. 3040.
 - * If the parent does not contact the school, contact will be made to the home in reference to the absence.
2. When returning to school after an absence, the student should report to the Attendance Secretary to turn in any documentation regarding his/her absence by 8:05am.
3. The student must have a note from the parent, doctor, or attorney stating the reason for the absence, and the expected time of return to school. Until a note is received, the absence will be considered unexcused. The note is the responsibility of the student, and must be turned in by the second day after returning to school. If a note is not received by that time, the absence is recorded as unexcused.
4. Any student absent for five (5) consecutive days, due to illness, must present a doctor's note to be admitted back to class.
5. Students will receive excused absences for verified illness, death in the immediate family or other emergency situations as determined by the Principal or his/her designee.
6. Students who return to school after school begins must check in at the office and provide proper documentation or the time missed will be considered unexcused.
7. Students who leave the school during the school day must sign out from the office and be picked up by a parent/guardian or his/her designee.
 - * If a student must leave due to illness, he/she is not allowed to attend extracurricular activities that day.
8. Students who leave school for any reason but do not check out will be considered truant.
9. Unexcused absences may result in no credit being given for work missed due to the unexcused absence.

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10. After three and five absences in a semester, excluding those verified by a doctor, the principal or his/her designee will contact the parents in writing.
11. Students must attend a minimum of a half-day to participate in extra-curricular activities for that day.

EXCUSED, CERTIFIED ABSENCES AND UNEXCUSED ABSENCES

An absence will be considered EXCUSED, if any of the following criteria are met:

1. The student has authorization in writing by a licensed person in the legal or medical profession.
2. Death in the immediate family.
3. Special situation as determined by the Principal or his/her designee.
4. Certified absence as provided by Indiana Code 20-33-2
5. A parent phone call or signed note by the parent excusing the absence; limit 5 parent call-ins or notes per semester. NOTE: Only parent calls and/or notes will reset at semester.
 - Any absence after 5 per semester must be covered by numbers 1, 2, 3 or 4 listed above, or will be considered an unexcused absence.
 - Once a student is reported as a habitual truant all future absences must be certified by a legal or medical professional.

An UNEXCUSED absence is any absence not covered by numbers 1, 2, 3, 4 above or 5. An unexcused absence may result in the student being given a zero for all work missed, with no opportunity to make up the work.

- Students who violate the attendance policy will be reported to the Dubois County Juvenile Probation Officer as a habitual truant.
- Students who accumulate 7 unexcused absences will be referred to the Dubois County Project Attend Program.
- Once a student is reported as a habitual truant all future documents to certify absences must be faxed (812-683-2817) or e-mailed (kings@swdubois.k12.in.us) to the school's attendance secretary from the source.

Attendance letters will be sent home after 3, 5, 7 and 10 absences.

MAKING UP WORK DUE TO AN EXCUSED ABSENCE

Any student having to make up work missed due to an excused absence must follow the following policy: It is the responsibility of the student to contact their teachers and obtain all missing work. The student has one day to make up work for each day missed, due to the excused absence unless authorized by faculty or administration.

TRUANCY

An absence from school or class without proper permission is truancy. The absence will be unexcused and appropriate disciplinary action will be taken.

TARDY POLICY

Students are expected to be in their assigned class on time. The teaching staff will enforce this rule.

Any student who is ten (10) or more minutes late for any class will be given an unexcused absence for the class and the disciplinary policy will apply.

Teachers will keep a record of student tardies.

3rd Tardy Documented Information - Warning

4th Tardy Lunch Detention

5th Tardy – Referral to Administration for Parent Conference, Detention, or OSS

** Any tardies beyond 5, will be handled by the administration in accordance to the previous discipline given.

VISITORS

When visiting SMS, the following procedure should be followed:

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- 1) Visitor parking is available and marked in the south lot.
- 2) Enter through the front entrance, door 27.
- 3) Report to the SMS office.
- 4) Sign in on the Visitor Register and obtain a visitor badge.
- 5) While in the building all visitors must wear a visitor badge.
- 6) Sign out on the Visitors Register and return the visitor badge prior to departure.

Note:

Parents are always welcome; however, if you wish to speak with a specific member of the SMS faculty you will need to make prior arrangements to ensure availability. Students are not to bring or invite student visitors to the school unless prior approval has been received from the principal. Visitors from neighboring schools are not encouraged.

ANNOUNCEMENTS

Announcements are used to communicate appropriate information to students and faculty. They will appear on one or more of the following: SMS website, Facebook, Twitter, student news, posted in hallways or will be read over the public address system. Announcements should be written and approved in the office by 7:50am of the day.

CHANGE OF ADDRESS

Please notify the office when you have a change of home address, email or phone number. We need up-to-date information in case of emergency and to keep you informed; 683-3372 ext 3030.

CANCELLATION OR DELAY OF SCHOOL

In the event that school will not be in session or will be delayed because of an emergency, such as snow, inadequate heat, or other reasons, radio stations WBDC and WITZ will broadcast this information. Listen for announcements. An automated call will also go out in case of a delay or school closing. Do not call school officials.

MEDICATIONS

- At times it may be necessary that students take prescription medications during school hours.
 - All such medications should be taken to the school office to be dispensed at the proper times.
 - A "Medication Information Form" should be filled out by the parent to be kept in the student's file.
 - Prescription medications must be in the original containers.
- Those students who suffer from frequent headaches may bring their own pain relievers to school.
 - They will be stored in the office and labeled with the student's name.
 - Parents should fill out a "Medication Information Form" giving the school permission to dispense the pain relievers at the student's request.
- According to State guidelines, the student may pick up all medications, both over-the-counter and prescriptions that are brought to school if the "Medication Release" section of the "Medication Information Form" has been signed by the parent giving the school this directive.
- No medications can be dispensed unless the parents provide it.

DRIVING PRIVILEGES

Driving privileges are reserved for high school students only.
No mopeds or other motorized vehicles are allowed.

BUS BEHAVIOR

Transportation of students is a service provided by the school corporation, and as such may be denied to any individual whose actions threaten the safety and well-being of others on the bus.

When children are being transported on a school bus, they are under the supervision, direction, and control of the school bus driver,

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and are subject to disciplinary measures by the bus driver and the governing body of the school corporation.

Each teacher and any of the other school personnel shall, when pupils are under his or her charge, have the right to take action which is then reasonably necessary to carry out, or to prevent an interference with the educational function of which he or she is in charge. As used in this article, the term other school personnel means all school corporation employees except teachers. The term includes, but is not limited to, student teachers, teacher' aides, and bus drivers.

BUS RULES AND REGULATIONS

1. Each student shall move immediately upon entering the bus to his/her assigned seat.
2. Students are not to use loud, boisterous or profane language.
3. No windows or doors are to be opened or closed except by permission of the bus driver.
4. Students who deface or vandalize the bus will suffer the consequences. Vandalism can be a basis for expulsion from school and civil action against the offender.
5. Students are to refrain from eating or drinking while on the bus.
6. Any use of or possession of alcohol or tobacco is prohibited on the buses.
7. Students are to follow procedures concerning pick-up points as established by the drivers and Director of Transportation.
8. Students are to follow other rules as established by the bus driver, Director of Transportation, or other school officials.

DISCIPLINARY PROCEDURES FOR VIOLATIONS ON THE BUS

1. Students shall be informed of the rules and regulations by the bus driver within the first week of the school year.
2. Students who violate rules may be reprimanded by the bus driver, Principal, or Director of Transportation.
 - a. Written bus conduct warning
 - b. Moved to another seat and placed on behavior probation
 - c. Suspension for 1 day (with parent notification)
3. A student who continues to violate rules after having been reprimanded may be suspended from riding the bus for a period of up to five (5) days by an appropriate school official. The parents will be notified of this action.
4. A student who continues to violate rules may be excluded from riding a bus the remainder of the school year. The following procedures will be used:
 - a. An investigation, by an administrator, of the incident.
 - b. The student and bus driver will present their version of the incident.
 - c. Notice of decision will be sent to the student, parent/guardian and bus driver.

STUDENT DRESS GUIDELINES

The following limitations are intended to help students make choices in regards to dress for school. Clothing that disrupts education or endangers their safety or that of others is considered inappropriate and will not be permitted to be worn in school. The appearance of Southridge students influences, to a large degree, the impression the community, and general public have of our student body. It is to the student's advantage to make a favorable impression.

1. All students must wear shoes or sandals.
2. A student's clothing, person, and hair must be neat, clean, and appropriate.
All skirts and dresses must be at knee length. Capris must be BELOW knee length.
3. Tank tops are prohibited and cannot be exposed under sheer articles of clothing.
4. All clothing covering the upper body must have sleeves and not expose any cleavage, bare midriff front or back, underarm areas, and undergarments. Shirts worn must be of a length able to be tucked in your pants.
5. Jeans and pants may not have holes in them of any kind or location.
6. Hats, caps, bandanas and other unusual headgear are not permitted.
7. The wearing of shorts, and pajamas are prohibited.

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8. Compression exercise garments may be worn but a shirt long enough to cover the buttock region must be worn.
9. Items of clothing with unacceptable symbols, language, or double meanings are not allowed.
10. Sunglasses are prohibited, unless prescribed by a doctor.
11. Decorative chains, attached to the waistband, billfolds, etc. are prohibited.
12. Approved dress for Spirit days is an exception to the dress code.
13. Appearance must be educationally appropriate and non-distracting at all times.

AMERICAN DISABILITIES ACT

The American Disabilities Act provides access to educational programs and services for any person who is disabled. The Southwest Dubois Schools is aware of the need to provide this access. Any individual who finds that access is difficult or being denied due to accessibility, should contact the ADA Corporation Compliance Officer.

American Disabilities Act Corporation Compliance Officer

Superintendent

Huntingburg, IN 47542

SMS BULLYING POLICY

Southridge Middle School believes that every individual deserves to be able to come to school without the fear of harassment or being bullied. Harassment or Bullying will not be tolerated at Southridge Middle School. If this behavior is substantiated, intervention and/or penalties will be used. This policy will apply in accordance with the Indiana Bullying Law IC 20-33-8-0.2 and with the SWDCS Bullying Policy (Both listed below).

Reporting bullying and harassment to school staff is encouraged. Anyone may and should report harassment/bullying incidents. Individuals may report harassment/bullying to any school staff member or through our school website. The information will be acted on and reported to school administration for a complete investigation. The school will do all that is possible to maintain confidentiality. Parents are also encouraged to listen to their children, ask questions, and be in contact with school officials if they suspect problems.

BULLYING STATE LAW

As defined by IC 20-33-8-0.2

(a) "bullying" means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors, that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:

- (1) places the targeted student in reasonable fear of harm to the targeted student's person or property;
- (2) has a substantially detrimental effect on the targeted student's physical or mental health;
- (3) has the effect of substantially interfering with the targeted student's academic performance; or
- (4) has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.

(b) The term may not be interpreted to impose any burden or sanction on, or include in the definition of the term, the following:

- (1) Participating in a religious event.
- (2) Acting in an emergency involving the protection of a person or property from an imminent threat of serious bodily injury or substantial danger.
- (3) Participating in an activity consisting of the exercise of a student's rights protected under the First Amendment to the United States Constitution or Article I, Section 31 of the Constitution of the State of Indiana, or both.
- (4) Participating in an activity conducted by a nonprofit or governmental entity that provides recreation, education, training, or other care under the supervision of one (1) or more adults

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- (5) Participating in an activity undertaken at the prior written direction of the student's parent.
- (6) Engaging in interstate or international travel from a location outside Indiana to another location outside Indiana.

As added by P.L.106-2005, SEC.6. Amended by P.L.285-2013, SEC.5.

SWDCS SCHOOL BOARD BULLYING POLICY - 0670 DISCIPLINE

[Amend 0670 B. Bullying to read as follows:]

B. Bullying

1. Bullying committed by students toward other students is strictly prohibited. Engaging in bullying conduct described in this rule by use of data or computer software that is accessed through any computer, any computer system, or any computer network is also prohibited.
2. For purposes of this rule, bullying is defined as overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner including electronically or digitally, physical acts committed, aggression, or any other similar behaviors that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:
 - places the targeted student in reasonable fear of harm to the targeted student's person or property;
 - has a substantially detrimental effect on the targeted student's physical or mental health;
 - has the effect of substantially interfering with the targeted student's academic performance; or
 - has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.
3. This rule may be applied regardless of the physical location of the bullying behavior when a student committing bullying behavior and the targeted student attend a school within the school corporation and disciplinary action is reasonably necessary to avoid substantial interference with school discipline or prevent an unreasonable threat to the rights of other students to a safe and peaceful learning environment.
4. Any student or parent who has knowledge of conduct in violation of this rule or any student who feels he/she has been bullied in violation of this rule should immediately report the conduct to the building principal or his/her designee who has responsibility for all investigations of student misconduct including bullying. A student or parent may also report the conduct to a teacher or counselor who will be responsible for notifying the building principal or his/her designee. This report may be made anonymously.
5. The building principal or his/her designee shall investigate immediately all reports of bullying made pursuant to the provisions of this rule. Such investigation must include any action or appropriate responses that may be taken immediately to address the bullying conduct wherever it takes place. The parents of the bully and the targeted student(s) shall be notified on a regular, periodic basis of the progress and the findings of the investigation and of any remedial action that has been taken.
6. Each building principal or his/her designee will be responsible for working with the school counselors and other community resources to provide information and/or follow-up services to support the targeted student and to educate the student engaging in bullying behavior on the effects of bullying and the prevention of bullying. In addition, the school administrator and school counselors will be responsible for determining if the bullying behavior is a violation of law required to be reported to law enforcement under Indiana law based upon their reasonable belief. Such determination should be made as soon as possible and once this determination is made, the report should be made immediately to law enforcement.
7. False reporting of bullying conduct as defined in this rule by a student shall be considered a violation of this rule and will result in any appropriate disciplinary action or sanctions if the investigation of the report finds it to be false.
8. A violation of this rule prohibiting bullying may result in any appropriate disciplinary action or sanction, including suspension and/or expulsion.
9. Failure by a school employee who has a responsibility to report bullying or investigate bullying or any other duty under this rule to carry out such responsibility or duty will be subject to appropriate disciplinary action, up to and including dismissal from employment with the school corporation.

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10. Counseling, corrective discipline, and/or referral to law enforcement will be used to change the behavior of the perpetrator. This includes appropriate intervention(s), restoration of a positive climate, and support for victims and others impacted by the bullying.
11. Educational outreach and training will be provided to school personnel, parents, and students concerning the identification, prevention, and intervention in bullying.
12. All schools in the corporation are encouraged to engage students, staff and parents in meaningful discussions about the negative aspects of bullying. The parent involvement may be through parent organizations already in place in each school.
13. The superintendent or designee will be responsible for developing detailed administrative procedures consistent with the Indiana Department of Education guidelines for the implementation of the provisions of this rule.

LEGAL REFERENCE: I.C. 20-33-8-0.2
I.C. 20-33-8-13.5

ACTS OF VIOLENCE POLICY

Any student making a verbal threat of violence at a staff member will be suspended for a minimum of three days. A parent conference with the school principal or his/her designee will be required before the student is allowed back to school.

Repeat offenders will be suspended for a minimum of 5 days with possible move for expulsion. Counseling and a parent conference with the school principal or his/her designee will be required before the student is allowed back to school.

TELEPHONE

School telephones are for school business only. Students should not ask to use the office phones unless the need is urgent. Students will not be excused from class to answer the telephone except in the case of emergency.

HALL PASSES

Any student in the hallways during class time must be in possession of either a green, yellow, or red pass. The colors represent the nature of being out of class.

LOST AND FOUND

The lost and found should be turned into your classroom teacher. Every teacher should have a designated lost and found area in their classroom. If the item is valuable please check with the office. Lost clothing items can be located in the cafeteria. At the end of each 9-weeks unclaimed lost and found items are donated to the community action center.

GRADING SCALE

The grading scale for all courses at Southridge Middle School is as follows:

- Final class percentages are truncated to determine achieved results.

A	93-100	C+	77-79	D-	60-62
A-	90-92	C	73-76	F	Below 60
B+	87-89	C-	70-72		
B	83-86	D+	67-69		
B-	80-82	D	63-66		

GRADE POINT AVERAGE (GPA)

Grading is assigned on a scale of 4.0 for a grade of A, to 0.0 for a grade of F. The range is A, A-, B+, B, B-, C+, C, C-, D+, D, D-, and F. The point assignment for each grade may be obtained from the teacher or the Harmony Grading System. Each student's grade point average will be computed on the basis of the grade scale above, in all subjects. Class rank will be determined entirely by the grade point average.

HONOR ROLL

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There are three categories for Honor Roll.

- Gold 3.80 - 4.0 GPA
- Silver 3.60 - 3.79 GPA
- Bronze 3.40 - 3.59 GPA

These Honor Rolls are determined by calculating the G.P.A value of each grade earned for the first three grading periods. Students must pass all classes designated pass/fail.

HOMEWORK POLICY

Homework is an important part of student's academic success and parents play a vital role in homework completion. Parents are expected to encourage and monitor their child in completing homework appropriately and on time. Failure to do homework in the allotted time may result in a deduction, "0," NC (not complete), and/or disciplinary action. Consult the class syllabus for more details and monitor homework completion on the Harmony grading system.

MID-TERM

Those students who have a D or F will also receive an assignment summary. The assignment summary is a detailed report of all the student's assessments and scores in a class. Parents are encouraged to monitor their child's grades throughout the year on the Powerschool student information system.

REPORT CARDS

Report cards will be issued the Wednesday following the end of each nine-week grading period.

- A report will be issued to your child and a copy will be sent via email.
- The grades divide students who are doing passing work into four grades: A, B, C, and D.
- The grade F (Failure) indicates students who cannot or will not do the minimum amount of work to pass the class.
- Student's semester grades are recorded and filed on their transcript in their permanent record folder.
- Parents may pick up a copy of their child's 4th 9-weeks report card starting on the Wednesday following the last day of school or have it e-mailed.

SMS RETENTION POLICY

Students will be considered for retention if they fail two or more subjects for the school year.

- Students fail a subject for the year whenever they earn an F on both of their semester grades for that subject.
- Retained:
 - Parents of retained students will be scheduled for conferences by the Guidance Counselor during the second grading period the following year to evaluate the student's progress.
- Prevention:
 - Whenever a student fails a class for the second 9-weeks grading period, the Guidance Counselor will send a letter to the parents alerting them of the SMS Retention Policy. Parents will be contacted periodically by the Guidance Counselor on their child's current academic standing. The final decision on retention rests with the school administration.

RETENTION GUIDELINES FOR IDENTIFIED EL

The court case *Lau v. Nichols* upheld Title VI policy stating: "There is not equality of treatment merely by providing students with the same facilities, textbooks, teachers, and curriculum; for students who do not understand English are effectively foreclosed from any meaningful education." School corporations are required to take affirmative steps to rectify the language deficiency in order to open up their programs to identified English Learners (*OCR, "Identification of Discrimination and Denial of Services on the Basis of National Origin", July 1970*). Therefore, retention of an English Learner **should not** be based solely upon their level of English language proficiency.

Prior to consideration retention of an English Learner, an ILP Committee comprised of the student's teacher(s), EL staff member(s), administrator(s), and the student's parents/guardians. should be established. The following points should be addressed and documentation/results kept in the student's cumulative folder:

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1. Has the student's level of English language proficiency been assessed?
 - a. **Include ALL WIDA Access data available**
2. How long has the student been enrolled in the school corporation?
 - a. **Include length of time in school corporation (currently found on ILP)**
 - b. **Additionally, include length of time in US schools and # of US schools attended (if available)**
3. Has the student's parent(s)/guardian(s) been contacted if the student is not performing at grade level from the *onset* of academic struggle?
 - a. **Provide documentation of parent contacts (dates, times, results, etc.)**
4. Has the Individual Learning Plan (ILP) or another source to document classroom modifications and adaptations been implemented?
 - a. **Provide examples of how ILP has been implemented in the General Education Classroom**
 - b. **Provide documentation of GEI implementation (if applicable)**
 - c. **Provide documentation of other plans (if applicable)**
5. How much individual English language development instruction is the student receiving throughout the school day?
 - a. **Provide documentation of contact time with any personnel trained in English Language Development services**
6. Is there sufficient screening and progress monitoring data to show that the student is below grade level?
 - a. **Provide all relevant data points (DIBELS, IREADY, NWEA, etc)**

If the above points have not occurred in a sufficient manner and have not been documented, retention is NOT appropriate. The decision to retain a student should be based on several pieces of criterion to determine if retention is appropriate.

Special Education Evaluations of English Learners

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities. Title VI protects the denial of equal access to education, including regular or special education instructional programs. English learner staff, such as English learner teachers, must be involved in the evaluation process for inclusion in all district's programs, including but not limited to Title I, RTI, special education, gifted/talented, so that limited English proficient students have equal access to all programs while accounting for how the students' abilities are influenced by their limited English proficiency.

The rules governing the provision of special education in Indiana, commonly referred to as Article 7, include provisions regarding limited English proficient students and the educational evaluation process for special education. Inclusion of qualified EL staff in the educational evaluation process not only ensures compliance with Article 7, but allows for a collaborative approach of all educators to create meaningful and authentic goals for English learners.

Under Article 7, the following are the provisions for English Learners:

- A. Educational evaluations in general-
 - a. The school district must utilize data regarding the English learner's current level of English proficiency in order to determine if a test in English would yield any accurate information. The school should NOT use an English only evaluation for English learners at low to intermediate levels of English proficiency, as English is not yet a reliable

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mode of communication for these students and would not yield accurate results of what the student knows and can do academically, developmentally, and functionally.

- B. Conducting an initial educational evaluation-
 - a. In order to properly assess the effects of the English learner's limited English proficiency on the student's achievement and the language proficiency assessment data, the multidisciplinary team must include individuals with proper knowledge in this area, which includes the qualified English learner staff.
- C. Determination of eligibility-
 - a. Qualified English learner staff should participate in the case conference committee meeting to provide information that will assist the case conference committee in making the eligibility determination.
- D. Specific learning disability-
 - a. A specific learning disability does NOT include learning problems that are primarily the result of Limited English Proficiency.
 - b. Teachers of limited English proficient students, including the EL teachers, utilize Indiana's state approved English Language Proficiency (ELP) standards to develop the English learner's academic language proficiency. This instruction must incorporate the English learner's Individual Learning Plan (ILP) and be appropriate to the student's current English proficiency level in order to accurately gauge whether the student has met the state approved ELP standards. Qualified EL staff must be able to share how the specific English learner is meeting these standards during the educational evaluation process.
- E. Case conference committee participants-
 - a. English learner teachers provide federally required English language development instruction. The English learner teacher provides the additional expertise needed to allow the Case Conference Committee to meet the unique needs of the English learner being evaluated. The English learner teacher is also the individual with the expertise in order to interpret the instructional implications of the evaluation results on the English learner's current level of English proficiency.
 - b. English learner paraprofessionals will provide a great amount of knowledge regarding the English learner's current level of performance and rate of acquisition of English. Both English learner teachers and other EL staff have a great rapport with families and will allow the Case Conference Committee to best assess and plan for the needs of the student and should, therefore, be included as participants.
- F. Developing an individualized education plan (IEP)-
 - a. The English learner staff should be included in the case conference committee as their understanding of the English learner's limited English proficiency and second language acquisition is crucial when discussing the academic needs of the student. The limited English proficiency of the student will affect the academic needs of the student in regards to the disability, and all staff that provide services to the student need to collaborate when determining appropriate goals.
- G. Notices to Parents and Parent Participation in Case Conference Committee Meetings-
 - a. The school district should ascertain the native language of their English language students so that the school can provide written notices accordingly. The school must also provide an interpreter when needed for parental involvement in the evaluation process and case conference committee meeting in order for parents with limited English proficiency to fully participate in the education evaluation and decision making process for their child.

Based on the above information, these steps should be taken when evaluating an English Learner for Special Education Services:

1. **Building Principal** must contact **County Co-Op** and the English Learners Coordinator prior to scheduling the meeting with the parent AND complete Google Form entitled [Special Education Evaluations of English Learners \(K-12\)](#).

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2. EL Coordinator must compile the necessary data prior to the meeting with the parents such as:
 - a. Medical/mental health information
 - b. Progress monitoring data
 - c. Statewide/District-wide testing results
 - d. Attendance Reports
 - e. Disciplinary Reports
 - f. Report Cards/Grades
 - g. Any other existing data that may be relevant to understanding the student's current educational situation
 - h. Results of the English Learner Language Background Form (see step 3)
 - i. Results of Speech Screener (if applicable)
3. The EL teacher assigned to the grade level (or staff member identified by the EL Coordinator) will complete the [English Learner Language Background Form](#) prior to meeting with the parent(s).
4. Building Principal and the EL Coordinator will identify the interpreter that will be assigned to the case.
5. The school psychologist (or SLP) and the selected interpreter will meet at least 1 day prior to beginning the evaluation of the student. They will discuss the following:
 - a. Test setup
 - b. Position of the interpreter
 - c. Basal and Ceiling rules
 - d. Adhering to standardization and the interpreter's role in doing so (must not coach or pantomime, etc.)
 - e. Which parts of the evaluation will require using an interpreter and which parts will not
 - f. School psychologist will bring a copy of the materials for the interpreter to review prior to the testing session
6. Building Principal should schedule the meeting with the parent(s) and invite the school psychologist (or SLP in cases of speech or language concerns), as well as an EL staff member. Building Principal should ask the parent(s) if they want an interpreter at the informed consent meeting. If so, then the EL Coordinator will assign the interpreter if Spanish is the native language. If an interpreter who speaks another language is required, then the Building Principal should contact the EL Coordinator.
7. On the day of the assessment:
 - a. The interpreter will have access to Google Translate during the evaluation
 - b. The school psychologist or SLP should bring 2 copies of the materials so the interpreter can look ahead and determine if he/she needs to use Google Translate for any test items
 - c. Interpreter should bring something else to do for times when the student is working independently.
8. The building Special Education Teacher will schedule the Case Conference Committee (CCC) meeting. The Special Education Teacher will schedule the services of a Spanish interpreter to support the family in the CCC meeting via the EL teacher assigned to their building or staff member identified by the EL Coordinator. If there is no interpreter available from that building, then the Special Education Teacher should contact the EL Coordinator to schedule an alternate interpreter.
 - a. A draft of the IEP and report should be given to the interpreter at least 2 days prior to the case conference.
9. On the day of the CCC meeting, participants should discuss interpreting protocol and etiquette to ensure that all participants' voices are heard and all information is conveyed accurately.

GUIDANCE

Counseling services are available to students. Many problems concerning both schoolwork and one's personal life can be helped by counseling with a competent person. The school counselor and teachers will help students with these problems. Appointments can be made by requesting a pass from your teacher or the counselor.

CONFERENCES

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Students, parents and teachers must work as a team to assist students in achieving their potential. The SWDCS Calendar secures days early in the calendar year for Parent-Teacher Conferences; however, parents are always welcome to request a conference throughout the year by calling the SMS office at 683-3372 ext 3030.

WITHDRAWALS AND TRANSFERS

The guidance office is the starting point for withdrawing from school. Before records can be sent to another school, a Release of Information Form has to be signed by the parents and all financial obligations must be met.

SPEECH AND HEARING THERAPY

A speech correction and hearing program is available for the benefit of those students in need. The program offers services such as testing, hearing testing, and individual work in speech correction.

AFTER SCHOOL TUTORING/MENTORSHIP

After school programming is available on Monday, Tuesday and Thursday from 3:30pm to 5:00pm in the SMS Media Center. Students may stay after school to receive assistance with assignments and access computers or reference material to assist with class projects. Students staying may have access to transportation home at drop locations following the completion of an after school transport form.

MEDIA CENTER/ LIBRARY

Students are encouraged to use the Media Center for reference items, reading materials and computer research. Materials may be checked out for two weeks with the exception of reference books, magazines and overnight reserved books. There are no fines for overdue books, but students are expected to pay for lost or damaged items.

INTERNET ACCEPTABLE USE POLICY

Internet access is available to students and staff of Southridge Middle School. Having access to the Internet will aid the Southridge faculty in meeting the educational needs of their students. Internet access will allow students to access information from throughout the world, give opportunities to increase their knowledge and to use that knowledge in completing teacher directed and supervised projects. Student access will be limited, teacher directed and supervised. Access to the Internet is a privilege which can be revoked if used for the wrong purposes. With access to computers and people from throughout the world also comes the availability of material which may not be considered to be of educational value in the context of the school setting. Southridge Middle School officials have taken precautions to restrict access to inappropriate materials. Because the Internet provides access to other computer systems around the world, it is specifically understood that the school system does not have control of the content residing on these other systems. Students and parents are advised that some systems may contain defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive or illegal material. Southridge Middle School officials do not condone the use of such material and do not permit usage of such material in the school environment. Students who access such material in the school environment will have their access to the Internet revoked and face disciplinary actions as stated within the discipline policy and in accordance with state and federal laws.

Examples of unacceptable use include, but are not limited to:

1. Using the Internet for any illegal activity, including violation of copyright or other contracts.
2. Gaining unauthorized access to resources or entities;
3. Accessing, transmitting, uploading, or downloading pornographic, obscene, or sexually explicit materials;
4. Violation of any local, state, or federal statute;
5. Vandalize, damage or disable the property of another person or organization.

Students are expected to abide by the generally accepted rules of network etiquette. These include but aren't limited to:

1. Be polite. Use appropriate language. Swearing, using vulgarities or other inappropriate language, or being verbally abusive is prohibited.
2. Don't give your personal address or phone number.
3. Don't give addresses or phone numbers of other students or school personnel.
4. Don't respond to unsolicited on-line contact. Inform the system operator immediately.
5. Electronic mail isn't guaranteed to be private. People who operate the system have access to all mail. Messages relating to or in

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support of illegal activities may be reported to the authorities.

6. It is possible for students to purchase goods and services via the Internet. These purchases could result in unwanted financial obligation on the part of the parent. Under no circumstances should a credit card number be used by a student on the Internet. Southridge Middle School does not warrant that functions or services performed by, or that the information of software contained on the system will meet the member's requirements or that the operation of the system will be uninterrupted or error-free or that defects in the system will be corrected. Southridge Middle School does not make any warranties, express or implied, including, without limitation, those of merchantability and fitness for a particular purpose, with respect to any services provided by same and any information or software contained therein.

BOOKSTORE/RAIDER DEPOT

The bookstore is located next to the SMS office. It is stocked with PE Uniforms, handbooks and a few things for class use. Supplies are priced at minimal cost. It is open at a designated IMPACT time. Students may also use Raider Bucks to purchase items from the Raider Depot. Pen and pencil machines are located outside of the bookstore for student convenience.

MIDDLE SCHOOL CAFETERIA

- The school cafeteria offers well-balanced breakfasts and lunches.
 - All food items and juice are to be consumed and/or disposed of in the cafeteria.
 - Removal of food and/or juice items from the cafeteria will result in disposal of the item.
 - Repeat violations will result in disciplinary action.
- The Powerschool Student Information System allows each student to have an account, accessible only to the student through an individual PIN number.
- Parents are encouraged to monitor their child's lunch account on the Powerschool Student Information System.
- Every morning a collection box and envelopes are available in the cafeteria to deposit lunch money.
 - Money and checks will be collected in the cafeteria between 7:45 and 8:00 am.
 - Students must write their first & last name and PIN number on the envelopes.
 - Check should be made out to Southridge Middle School with the student's first & last name and PIN number in the memo
 - Parents may also pay on-line through the Harmony Computer System.
- By entering their PIN number, the cost of the meal will be deducted from their account.
- Students must be sure there are funds in their account prior to lunch.
 - Those who must pay at lunch time will be served last so as not to hold up the serving line.

Those students who bring their lunch to school and bring a drink must be sure it is a fruit juice type drink in a plastic or cardboard container. Students cannot be in possession of carbonated beverages during school hours. If caught in possession, the beverage will be disposed of. Further violations will result in disciplinary actions.

WATER BOTTLES

Water only may be consumed in the classrooms.

- Containers must be clear and contain pure water.
- Adding flavors or colors is strictly prohibited.

CONDUCT AT SCHOOL ASSEMBLIES

The following guidelines should be followed at each assembly:

1. Respectful attention is always important. Give everyone a chance to enjoy the program.
2. Disrespect in any form will result in an automatic removal and possible disciplinary action.

FIELD TRIPS

Field trips are an extension of the school learning experience and SMS encourages all students to participate. Students are expected to be on their best behavior when representing SMS and fulfill all requirements for participation.

Requirements to be eligible to participate in field trips:

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- All fees associated with the field trip must be paid by the assigned deadline.
 - Students may be considered ineligible for field trips due to unmet financial obligations to SMS.
- Parent/Guardian signed permission form must be on file in the office.
- Student meets all disciplinary requirements for the field trip.
 - Students may be considered ineligible for field trips based on previous field trip disciplinary issues.
 - Students eliminated from field trips due to disciplinary issues are not guaranteed a refund of fees.
- Student has met all field trip guidelines and requirements.

LOCKERS

- All lockers remain the property of the SWDCS Corporation and are provided for the convenience of the students subject to access for maintenance, inspection, or search in accordance with school policy and Indiana Law 20-33-8-32.
 - The principal or designee may search a locker and its contents when there is reasonable cause. When the student is in the building, the student will be notified prior to the search and given the opportunity to be present during the search.

IC 20-33-8-32

- (b) A student who uses a locker that is the property of the school corporation is presumed to have no expectation of privacy in that locker; or
- (1) the locker's contents.
- (c) In accordance with the rules of the governing body, a principal (or his/her designee) may search:
- (1) a student's locker; and
 - (2) the locker's contents; at any time.
- (d) A law enforcement agency having jurisdiction over the geographic area having a school facility containing a student's locker may
- (1) at the request of the school principal (or his/her designee); and
 - (2) in accordance with rules of the governing body of the school corporation; assist a school administrator in searching a student's locker and the locker's contents.
- The school cannot assume responsibility for lost or stolen items.
 - Locks are available for \$8.00 in the bookstore, and it is recommended that all students purchase one for use during their middle school years.
 - The only locks permitted to be used are the locks offered at school.
 - Lockers should be kept locked and no valuables left in them.

PROHIBITED ITEMS

Any school faculty member may confiscate any items brought to school that is being used in a way they deem is distracting to the learning environment. This includes but is not limited to; cell phone, laser lights, MP3 players, personal music device, and pagers. The items will be labeled with the student's name and stored in the school office until a parent comes to retrieve them. Depending on the use of the item disciplinary action may also be applied.

CELL PHONES/ELECTRONIC DEVICES

Cell phones/electronic devices will be permitted before (8:00am) and after (3:15pm) the school day.

Cell phone/electronic devices are the sole responsibility of the owner.

Cell phones or any other device that are not part of the educational process are prohibited during the school day.

Students utilizing a cell phone/electronic devices without the specific authorization of their supervising teacher will result in their device being confiscated by the teacher and turned into the office.

1st offense – Documented Warning – the student may pick it up in the office after 3:15pm.

2nd offense – Parent conference with the Principal – device will remain in the office until the conference

3rd & subsequent offense – Further disciplinary action will be taken.

Students participating in unacceptable behavior may have their personal devices confiscated and held for an extended period of time.

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In addition, the student may face disciplinary actions as stated within the disciplinary policy and in accordance with state and federal laws.

FUNDRAISERS

- All SMS fundraisers must be approved by the administration prior to implementation.
- Student participation is completely voluntary.
 - Once a student voluntarily participates they and/or their parents are expected to fulfill all the financial responsibilities incurred.
 - Those students not meeting their financial responsibility
 - Are not eligible to receive fundraiser incentives until their financial requirements are met.
 - May be banned from participating in future fundraisers.
 - May be banned from participating in additional activities outside of curriculum requirements that possess a financial requirement.

OUTSTANDING DEBTS

- All book rental payments must be completed by April 1.
- Fees for lost or damaged school property must be paid by the last day of the school year.
- Before taking advantage of special photo offers (other than regular school pictures), special T-shirt, sweatshirt, or jacket sales, etc., all book rental must be paid or payments up to date if a signed installment rental agreement is on file.
- All outstanding debts including any legal fees incurred will be turned over to Small Claims Court at the end of the school year for collection.

DISCIPLINE POLICY

As teachers and pupils are brought together so that learning may take place, an environment that permits an orderly and efficient operation of our school must be provided. This environment, most of all, comes through consideration and self-discipline, so that individuals do not allow themselves to infringe upon the rights of others.

When self-discipline fails, however, regulations for management of school behavior must be outlined by those responsible for the operation of the schools. The Southwest Dubois County School Corporation has this legal responsibility for this school in which you are enrolled. The Board, in turn, has set policies and has appointed administrative officers to carry them out.

Recognizing that the behavior of some students may be so disruptive that it interferes with school purposes or educational functions of the school corporation, school officials may find it necessary to remove a student from the school. In this event and in accordance with the provisions of IC 35-48-4-8.3, the Southwest Dubois County Board of School Trustees authorizes administrators and staff members to take the following actions:

- All discipline at Southridge shall adhere to the laws of Indiana, including all drug, alcohol, tobacco, and other chemical abuse related laws, such as the 1986 General Assembly Act SEA 18, addressing look-alike substances and paraphernalia, and the guidelines and regulations established in the student's due process law P.O. 218 Indiana Acts of 1973. (A link to current Indiana law is available on the school website or www.in.gov/legislative/ic/code/title20/ar33/ch8.html)
- Each violation of school policy and school regulations will be dealt with individually. The specific disciplinary action will be determined by the seriousness of the offense, past disciplinary record of the offender, and other extenuating circumstances.

CLASSROOM CONDUCT

1. Each teacher has primary responsibility for the conduct within his/her classroom. An orderly learning atmosphere should be maintained. At no time should the teacher tolerate rude, insolent, or disrespectful behavior or behavior which disrupts the class or interferes with the educational process. Students are to be supervised at all times while in the building, on school grounds, or during school activities.
2. Every student is expected to bring appropriate materials, including paper, pen or pencil, textbooks, Chromebooks, and assignments to class on a daily basis.
3. Individual teachers will provide a syllabus containing any additional expectation.

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- Among the possible disciplinary actions which may be taken are:
 1. Private conferences
 2. Lunch Detentions
 3. In-School Detention (Check-in/Check-out)
 4. After School Detention
 5. Exclusion from a class for one day.
 6. Corporal punishment
 7. Suspension from school for up to ten (10) days (OSS)
 8. Expulsion from school for one semester or one year.
 9. Personal Counseling from a licensed, professional counselor, at student or parent/guardian expense.
 10. Exclusion from extracurricular activities
 11. Arrest by civil authorities and referral to the Courts.
 12. Compensation for damages to school and/or private property.

❖ AFTER SCHOOL DETENTION

1. Detention will be held in an assigned area of the building on Tuesday and Thursday from 3:25pm to 4:30pm.
2. The door will be closed at 3:25pm. Tardy students will not be admitted.
3. Students are expected to bring acceptable study materials with him/her to keep him/her occupied the entire time.
4. Seats will be assigned to each student.
5. No talking will be allowed.
6. Sleeping or giving the appearance of sleeping will not be tolerated.
7. All regular school rules are in effect.
8. The Supervisor is in charge and any refusal to comply with his/her instructions will result in a warning being issued, followed by dismissal for a second violation.
9. Students who are dismissed or who violate any of the above rules at Detention will be assigned additional disciplinary actions.
10. Parents are expected to pick up and sign out their child promptly at 4:30pm.
 - If a parent is not picking up their child prior arrangements must be made and approved by the SMS Principal or his/her designee.

❖ REMOVAL FROM CLASS OR ACTIVITY

- The teacher will have the right to remove a student from his/her class or activity for a period of one day if the student is assigned regular or additional work to be completed in another school setting.

❖ SUSPENSION FROM SCHOOL – IC 20-33-8-7

- A school principal or his/her designee may deny a student the right to attend school or take part in any school function for a period of up to ten (10) school days.

❖ EXPULSION – IC 20-33-8-3

- In accordance with the due process procedures defined in Indiana Code, a student may be expelled from school for a period no longer than the remainder of the current semester, plus the following semester, with the exception of a violation of rule 13 listed under the grounds for Suspension and Expulsion in the Indiana Code 20-33-8-13.

GROUND FORS SUSPENSION OR EXPULSION – ACCORDING TO INDIANA CODE – IC 20-33-8-14

- (a) The following are the grounds for student suspension or expulsion, subject to the procedural requirements of this chapter and as stated by school corporation rules:

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1. Student misconduct
 2. Substantial disobedience
- (b) The grounds for suspension or expulsion listed in subsection (a) apply when a student is:
1. On school grounds immediately before or during school hours, or immediately after school hours, or at any other time when the school is being used by a school group;
 2. Off school grounds at a school activity, function, or event; or
 3. Traveling to or from school or a school activity, function, or event.

STUDENT MISCONDUCT AND/OR SUBSTANTIAL DISOBEDIENCE

Examples of student misconduct and/or substantial disobedience for which a student may be suspended or expelled include, but are not limited to:

1. Using violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or other conduct constituting an interference with school purposes, or urging other students to engage in such conduct. The following enumeration is only illustrative and not limited to the type of conduct prohibited by this rule:
 - a. Occupying any school building, school grounds, or part thereof with intent to deprive others of its use.
 - b. Blocking the entrance or exits of any school building or corridor or room therein, with intent to deprive others of lawful access to or from, or use of the building, corridor, or room.
 - c. Setting fire to, or damaging any school building or property.
 - d. Preventing or attempting to prevent by physical act the convening or continued functioning of any school or educational function, or of any meeting or assembly on school property.
 - e. Intentionally making noise or acting in any manner so as to interfere with the ability of any teacher or any other person to conduct or participate in an educational function.
2. Causing or attempting to cause damage to school property, stealing or attempting to steal school property.
3. Causing or attempting to cause damage to private property, stealing or attempting to steal private property.
4. Causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person. Self-defense or reasonable action undertaken on the reasonable belief that it was necessary to protect some other person does not constitute a violation of this rule.
5. Threatening or intimidating any person for any purpose, including obtaining money or anything of value from the student.
6. Failing to report the actions or plans of another person to a teacher or administrator where those actions or plans, if carried out, could result in harm to another person or persons or damage property when the student has information about such actions or plans.
7. Possessing, handling, or transmitting a knife or any object that can reasonably be considered a weapon, is represented to be a weapon, or looks like a weapon.
8. Possessing, using, transmitting, or being affected by any controlled substance, prescription drug, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, intoxicant or depressant of any kind, or any paraphernalia used in connection with the listed substances. Also prohibited is the consumption of any of the stated substances immediately before attending school or a school function or event.
 - a. Exception to Rule 8: a student with a chronic disease or medical condition may possess and self-administer prescribed medication for the disease or condition if the student's parent has filed a written authorization with the building principal. The written authorization must be filed annually. The written authorization must be done by a physician and must include the following information:
 1. That the student has an acute or chronic disease or medical condition for which the physician had prescribed medication.
 2. The nature of the disease or medical condition requires emergency administration of the prescribed medication.
 3. The student has been instructed in how to self-administer the prescribed medication.
 4. The student is authorized to possess and self-administer the prescribed medication.
9. Possessing, using, or transmitting any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind.
10. Possessing, using, transmitting, or being affected by caffeine-based substances, substances containing phenylpropanolamine (PPA), or stimulants of any kind, be they available with or without a prescription.
11. Engaging in the selling of a controlled substance or engaging in a criminal law violation that constitutes a danger to other persons

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or constitutes an interference with school purposes or an educational function.

12. Failing in a number of instances to comply with directions of teachers or other school personnel during any period of time when the student is properly under their supervision, where the failure constitutes an interference with school purposes or an educational function.
13. Falsely accusing any person of sexual harassment, or of violating a school rule, and/or a state or federal law.
14. Engaging in any activity forbidden by the laws of Indiana that constitutes an interference with school purposes or an educational function.
15. Aiding, assisting, or conspiring with another person to violate these student conduct rules or state or federal law.
16. Violating any rules that are reasonably necessary in carry out school purposes or an educational function, including, but not limited to:
 - a. engaging in sexual behavior on school property;
 - b. disobedience of administrative authority;
 - c. willful absence or tardiness of students;
 - d. engaging in speech or conduct, including clothing, jewelry or hair style, which is profane, indecent, lewd, vulgar, or offensive to school purposes;
 - e. failing to tell the truth about any matter under investigation by school personnel;
 - f. possessing or using a laser pointer or similar device
17. Possessing or using on school grounds during school hours an electronic paging device or a handheld portable telephone in a situation not related to a school purpose or educational function.
18. Sending, sharing, viewing or possessing pictures, text messages, e-mails, or other materials of an explicitly sexual nature, and unrelated to a serious educational purpose, in an electronic or any other form of media, including but not limited to, cell phones, computers and other electronic devices.

UNLAWFUL ACTIVITY ACCORDING TO INDIANA CODE – IC 20-33-8-15

In addition to the grounds specified in section 14 of this chapter, a student may be suspended or expelled for engaging in unlawful activity on or off school grounds if:

1. The unlawful activity may reasonably be considered to be an interference with school purposes or an educational function; or
2. The student's removal is necessary to restore order or protect persons on school property; including an unlawful activity during weekends, holidays, other school breaks, and the summer period when a student may not be attending classes or other school functions.

POSSESSING A FIREARM OR DESTRUCTIVE DEVICE ACCORDING TO INDIANA CODE – IC 20-33-8-16

(a) As used in this section, "firearm" and/or destructive device has the meaning set forth in IC 35-47-1-5.

(b) As used in this section, "deadly weapon" has the meaning set forth in IC 35-31.5-2-86. The term does not include a firearm or destructive device.

(c) As used in this section, "destructive device" has the meaning set forth in IC 35-47.5-2-4

(d) Notwithstanding section 20 of this chapter, a student who is:

1. Identified as bringing a firearm or a destructive device to school or on school property;
2. In possession of a firearm or destructive device on school property; must be expelled for a period of at least one (1) calendar year, with the return of the student to be at the beginning of the first school semester after the end of the one (1) year period.

(e) The superintendent may, on a case-by-case basis, modify the period of expulsion under subsection (d) for a student who is expelled under this section.

(f) Notwithstanding section 20 of this chapter, a student who is:

1. Identified as bringing a deadly weapon to school or on school property; or
2. In possession of a deadly weapon or destructive device on school property; may be expelled for a period of not more than one (1) calendar year.

(g) A superintendent or the superintendent's designee shall immediately notify the appropriate law enforcement agency having jurisdiction over the property where the school is located if a student engages in a behavior described in subsection (d). The superintendent may give similar notice if the student engages in a behavior described in subsection (f). Upon receiving notification under this subsection, the law enforcement agency shall begin an investigation and take the appropriate action.

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(h) A student with disabilities (as defined in IC 20-35-7-7) who possesses a firearm on school property is subject to procedural safeguards under 20 U.S.C. 1415.

THE FOLLOWING DEVICES ARE CONSIDERED TO BE FIREARMS UNDER THIS RULE:

Any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive. The frame or receiver of any weapon described above.

Any destructive device which is an explosive, incendiary, or poison gas bomb, grenade rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or any similar device.

Any weapon which will, or which may be readily converted to expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter.

Any combination of parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled.

An antique firearm

A rifle or a shotgun that the owner intends to use solely for sporting, recreational or cultural purposes.

FOR PURPOSES OF THIS RULE A DESTRUCTIVE DEVICE IS: IC 35-47.5-2-4

An explosive, incendiary, or overpressure device that is configured as a bomb, a grenade, a rocket with a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, a Molotov cocktail or a device that is substantially similar to an item described above;

A type of weapon that may be readily converted to expel a projectile by the action of an explosive or other propellant through a barrel that has a bore diameter of more than one-half inch, or

A combination of parts designed or intended for use in the conversion of a device into a destructive device. A destructive device is NOT a device that although originally designed for use as a weapon, is redesigned for use as a signaling, pyrotechnic, line throwing, safety, or similar device.

The penalty for possession of a firearm or a destructive device is suspension up to 10 days and expulsion from school for at least one calendar year with the return of the student to be at the beginning of the first semester after the one year period. The superintendent may reduce the length of the expulsion if the circumstances warrant such reduction.

The superintendent shall immediately notify the appropriate law enforcement agencies when a student is expelled under this rule.

POSSESSING A DEADLY WEAPON

No student shall possess, handle or transmit any deadly weapon on school property.

The following devices are considered to be deadly weapons as defined in IC 35-47-8-1-5:

1. A weapon, taser or electronic stun weapon, equipment, chemical substance, or other material that in the manner it is used, or could ordinarily be used, or is intended to be used, is readily capable of causing serious bodily injury.
2. An animal readily capable of causing serious bodily injury and used in the commission or attempted commission of a crime.
3. The penalty for possession of a deadly weapon; up to 10 days suspension and expulsion from school for a period of up to one calendar year.
4. The superintendent shall immediately notify the appropriate law enforcement agency when a student is expelled under this rule.

EXPULSION – LEGAL SETTLEMENT ACCORDING TO INDIANA CODE – IC 20-33-8-17

A student may be expelled from school if the student's legal settlement is not in the attendance area of the school corporation where the student is enrolled.

SUSPENSION PROCEDURES ACCORDING TO INDIANA CODE – IC 20-33-8-18

(a) A principal may suspend a student for not more than ten (10) school days under section 14, 15, or 16 of this chapter. However, the student may be suspended for more than ten (10) school days under section 23 of this chapter.

(b) A principal may not suspend a student before the principal affords the student an opportunity for a meeting during which the student is entitled to the following:

1. A written or an oral statement of the charges against the student.
2. If the student denies the charges, a summary of the evidence against the student.
3. An opportunity for the student to explain the student's conduct.

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- (c) When misconduct requires immediate removal of a student, the meeting under subsection (b) shall commence as soon as reasonably possible after the student's suspension.
- (d) Following a suspension, the principal shall send a written statement to the parent of the suspended student describing the following:
 - (1) The student's misconduct.
 - (2) The action taken by the principal.

EXPULSION PROCEDURES ACCORDING TO INDIANA CODE – IC 20-33-8-19

- (a) A superintendent of a school corporation may conduct an expulsion meeting or appoint one (1) of the following to conduct an expulsion meeting:
 - (1) Legal counsel
 - (2) A member of the administrative staff if the member:
 - (A) Has not expelled the student during the current school year; and
 - (B) Was not involved in the events giving rise to the expulsion.

The superintendent or a person designated under this subsection may issue subpoenas, compel the attendance of witnesses, and administer oaths to persons giving testimony at an expulsion meeting.

- (b) An expulsion may take place only after the student and the student's parents are given a notice of their right to appear at an expulsion meeting with the superintendent or a person designated under subsection (a). The request to appear at an expulsion meeting must:
 - (1) Be made by certified mail or by personal delivery;
 - (2) Contain the reasons for the expulsion; and
 - (3) Contain procedure for requesting an expulsion meeting.
- (c) The individual conducting an expulsion meeting:
 - (1) Shall make a written summary of the evidence heard at the expulsion meeting;
 - (2) May take action that the individual finds appropriate; and
 - (3) Must give notice of the action taken under subdivision (2) to the student and the student's parent.
- (d) If the student or the student's parent not later than ten (10) days of receipt of a notice of action taken under subsection (c) makes a written appeal to the governing body, the governing body:
 - (1) Shall hold a meeting to consider:
 - (A) The written summary of evidence prepared under subsection (c) (1); and
 - (B) The arguments of the principal and the student or the student's parent; unless the governing body has voted under subsection (f) not to hear appeals of actions taken under subsection (c); and
 - (2) May take action that the governing body finds appropriate.

The decision of the governing body may be appealed only under section 21 of this chapter.
- (e) A student or a student's parent who fails to request and appear at an expulsion meeting after receipt of a request to appear forfeits all rights administratively to contest and appeal the expulsion. For purposes of this section, a notice to appear at an expulsion meeting or notice of the action taken at an expulsion meeting is effectively given at the time when the request or notice is delivered personally or sent by certified mail to a student and the student's parent.
- (f) The governing body may vote not to hear appeals of actions taken under subsection (c). If the governing body votes not to hear appeals, after the date on which the votes is taken a student or parent may appeal only under section 21 of this chapter.

RIGHT TO APPEAL

The student or parent has the right to appeal an expulsion decision to the school board within 10 days of the receipt of notice of the action taken. The student or parent appeal to the school board must be in writing. If an appeal is properly made, the board will consider the appeal unless it votes not to hear the appeal. If the board hears the appeal, it will consider the written summary of the expulsion meeting and the arguments of both, the school administration and the student and/or the student's parent. The board will then take any action deemed appropriate.

LEGAL REFERENCE: IC 20-8.1-5.1-1 ET SEQ.

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IC 20-33-8

IC 35-47.5-2-4

IC 35-47-1-6

SOUTHRIDGE MIDDLE SCHOOL ATHLETICS INDIVIDUAL ELIGIBILITY RULES

Code of Conduct for Southridge Middle School Student Athletes

Revised May 13, 2020

RULES FOR STUDENT ATHLETES

The Rules of the Indiana High School Athletic Association contain the following provision applicable to all Indiana High School Athletes:

Rule C-8-1: "Contestants' conduct, in and out of school, shall be such as:

- a. Not to reflect discredit upon their school or the Association.
- b. Not to create a disruptive influence on the discipline, good order, moral or educational environment of the School." Participation in any athletic program at Southridge Middle School is not a right, but is a privilege to be earned and maintained. Any student may, for proper cause, be excluded by the school administration from participating in school athletic events.

Each student who elects to participate as an athlete in any Southridge Middle School athletic program agrees to and shall abide by the above IHSAA Rule C-8-1, which forms the foundation of the Code of Conduct for Southridge Middle School student athletes, and by the following rules and other rules which may be from time to time established by their individual coach(s):

1. The school athletic career begins for all student athletes on the first day of school of their 6th grade year, the first day of sanctioned practice their 6th grade year, or on the day of the Southridge Middle School sponsored physicals, whichever comes first, and continues for the entire four (3) years or as long as a student athlete is a member of an athletic team.
2. Southridge Middle School exists to educate the students of the Southwest Dubois County School Corporation. For this purpose, certain academic standards and rules of conduct, as outlined in the Southridge Middle School Student Handbook, have been established and are applicable to all students. These would include, but not be limited to, grades, class attendance, behavior at school and school functions, and overall compliance with such standards and rules. Violation of such student academic standards and rules, if an offense resulting in school or out of school suspension will be a violation of this Athletic Code of Conduct.
3. Any conduct by a student athlete, which violates or is in conflict with IHSAA Rule C-8-1a, as set forth above, shall be a violation of this Code of Conduct.
4. Each coach may establish team rules, which are applicable only to his or her team. Violation of team rules, based upon the severity or frequency of such violation by an athlete, may constitute a violation of this Code of Conduct, or may be treated as an intra-team violation with penalties not exceeding those set forth below. To implement the next level of the offense structure, notice must be given to the Athletic Director. Violation of the above Code of Conduct shall result in the imposition of a penalty. While normally such a penalty will be based upon a progressive schedule, cumulating the number of prior violations (Offenses) during the student's enrollment, it should be noted that the progressive schedule represents the minimum penalty to be administered. In the event of more extreme or severe violations, the progressive schedule may be ignored and a more severe penalty may be imposed, up to a total ban from participation for a single severe violation. Under normal circumstances, the following penalty (ies) will be imposed for violations of the Code of Conduct"

Athletic Code Substance Abuse Clause

5. At no time is a student athlete allowed to use or be in possession of any form of alcoholic beverage, tobacco, or illegal substance or drug. "Possession" is defined as having such alcoholic beverage, or being convicted in a court of law of the charge of illegal possession of alcohol and drugs.

First Infraction

1. Suspension from 30% of current season contests. Suspension will carry over to next season of participation to satisfy the 30% requirement if not met during current season.

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2. Team awards, (MVP, etc.) qualified during the season of suspension will be forfeited by the athlete.
3. Suspended athletes may be required by the coach to attend and participate in practices and be present in street clothes at contests.
4. A conference may be required, including the athlete, his or her parent or guardian, the head coach, and an administrator must be held before the student can resume participation in that sport.
5. The Athletic Director and Principal will further require that before the student athlete may subsequently participate in any athletic program following a substance abuse violation, that athlete must complete counseling with the school counselor, social worker, and/or nurse and complete 8 hours of community service when substance abuse violations have occurred.

Community Service shall be defined as the following:

Supervised work that is helpful to Southridge Middle School and/or the Community in general, including, but not limited to special custodial work, special projects, speaking engagements to student/civic groups, supervised work at community entities, and other work cleared by the building principal and/or athletic director. A student may resume practice with his/her athletic team only at the discretion of the individual coach.

Second Infraction

1. Removal from athletic participation for the remainder of the current season - if less than 4 weeks remain in a season, suspension will extend to one half of next sport participating in. Participating in a sport not previously played cannot be used to satisfy suspension.
2. Suspended athlete may be required by the coach to attend practices and be present in street clothes at contests.
3. Team awards, (MVP, etc.) qualified during the season of suspension will be forfeited by the athlete.
4. A conference may be required, including the athlete, his or her parent or guardian, the head coach, and an administrator must be held before the student can resume participation in that sport.

Third Infraction

Removal from athletic participation from all sports and practices for three hundred and sixty five days (365) days. This includes forfeiture of any team awards.

Subsequent Infractions

Removal from athletic participation from all sports and practices for the remainder of the student's middle school career, and forfeiture of all team awards.

Should it be requested by a coach that a more substantial penalty be imposed, due to a severe violation, the Athletic Director and Principal will meet to consider the facts surrounding the violation and the effects on the school and athletic program, and those people will make a determination as to whether the penalty to be imposed should be in excess of the penalty indicated in the above offense scale. It should be noted that if an athlete is participating at two different levels of sports during the same time period (i.e. JV/Varsity), the suspension will continue until the correct number of contests are met on the higher (Varsity) level; or if the athlete is participating in two different sports at the same time, the suspension will be simultaneously applicable to each such sport at the designated percentage level; and that no athlete may practice or participate in any school sports program while being out of school suspended from school for discipline reasons. IHSAA rules prohibit a suspended student from participating in sports at any other school during the suspension period. In the event that any student or his/her parents should dispute the facts upon which a penalty is imposed, a written appeal, setting forth the disputed facts, may be submitted to the Principal of Southridge Middle School, who will conduct a meeting to consider the appeal. Based upon the contents of the written appeal, a request to the student or parents to attend a meeting prior to making a determination concerning the violation. The presumption shall be that prior violation and penalty violation are correct and the burden shall be on the appellant(s) to show to the contrary.

ATTENDANCE

Students are expected to be in school all day on the day of a contest. Students who are absent from school are not allowed to attend practice or contests on that same day. On the day following a contest, students are to be present when school begins. Any student not present for the beginning of school, on the day after a contest, is not to participate in practice. Students who are absent with just cause may participate with permission of the athletic director, principal.

ACADEMIC ELIGIBILITY

Eligibility will be determined when report cards are issued. Any student who receives a "I" or an "F" in a subject on his/her quarterly

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report will have his/her eligibility subjected to an administrative review. Any student who receives a "I" or an "F" in a subject on his/her final (spring) nine-week report (not semester report) at the end of his/her 6th or 7th grade year, will also have his/her eligibility reviewed for the first nine-week grading period of his/her 7th or 8th grade year. The above will likewise apply to any student new to Southridge Middle School. A new student's transcript will be evaluated before eligibility will be granted. Students declared academically ineligible for participation in scheduled events will be allowed to practice. At the end of the first week of the next grading period, it is the athlete's responsibility to pick up a weekly grade card from the guidance counselor and get his/her current grades from all of his/her teachers. The athlete will again be eligible to participate if he/she presents to the counselor and coach passing grades in all subjects. The athlete must repeat this process at the end of every week for the remainder of the grading period proving his/her eligibility to participate.

COMMITMENT TO SOUTHRIDGE MIDDLE SCHOOL

1. Students shall not participate on any other organized team during the school team season of that same sport.
2. When students are participating in two different activities, both school sponsored, the student and coaches/sponsors will work out an acceptable schedule. If an agreement cannot be reached, the student will have to make a choice between the conflicting activities.
3. When students are participating in two different activities, one school sponsored and one not, the student will give priority to the school activity.

SMS EXTRA-CURRICULAR ACTIVITIES

Fall Sports

- 7th and 8th Grade Girls Volleyball
- 7th and 8th Grade Boys Football
- 6th, 7th and 8th Grade Girls Cross Country
- 6th, 7th and 8th Grade Boys Cross Country
- 6th, 7th and 8th Grade Cheerleading

Winter Sports

- 6th, 7th and 8th Grade Girls Basketball
- 6th, 7th and 8th Grade Boys Basketball
- 6th, 7th and 8th Grade Girls Swimming
- 6th, 7th and 8th Grade Boys Swimming
- 6th, 7th and 8th Grade Wrestling

Spring Sports

- 6th, 7th and 8th Grade Girls Track
- 6th, 7th and 8th Grade Boys Track
- 6th Grade Girls Volleyball

STUDENT COUNCIL

Southridge Middle School Student Council exists to provide a voice for the student body, an avenue for community service, and an organization to encourage school spirit. Council members are assigned as representatives to a small group of students each year. Representing a group means updating student groups about school activities, listening to student concerns, and sharing student outcomes of group visits with adult leadership. The school sponsor, Kyle Baseden, selects students to be members based on attitude, leadership, school involvement, vision, and academic accomplishment. Students who have a vision for school progress and have an interest in improving school functions of community service, representation, and school climate are welcome to fill out an application for review each year.

SOUTHRIDGE SCHOOL FIGHT SONG

*On to win this game.
Raiders spread your fame.
Raise your spirits high!
The red, black, and white
Give us courage to fight.
We'll pass the others by.
Go RAIDERS!*

*Stand beside her
Ne'er to defy her.
Strength and loyalty.
Show pride for the school we love,
O, Southridge High!*

*R-R-R-A-I-D-D-E-R-S
R-A-I-D-E-R-S
Raiders, Raiders, Raiders!
Go! Fight! Go RAIDERS!*

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SCHOOL DANCE POLICY

1. All school rules apply at the dances.
2. Only SMS students may attend SMS dances unless prior approval by the Principal.
3. Student earning disciplinary action on the day of a dance may be banned from attending the dance.
4. If a student is a disciplinary problem at a dance they may be banned from attending one or more of the remaining dances for the year or while attending SMS.
5. School Dances are considered an extra-curricular activity. The principal and/or their designee has the authority to deny access.

STUDENT AWARDS

Subject area teachers select their award winners.

- It is recommended that grades, attitude, and class participation be considered in the selection of Subject Area Winners.
- It is also suggested that the teachers of each grade attempt to recognize a large number of students whenever possible.

1. Academic Excellence Awards

The awards will be given to students who maintain a 3.7 GPA or higher.

- A student's GPA is calculated using the GPA value of every earned grade through the first three grading periods divided by the number of grades.
- Cord Awards presented at the May SWDCS Board Meeting at Memorial Gym
 - 6th Grade – White Cord
 - 7th Grade – Red Cord
 - 8th Grade – Black Cord

2. Honor Roll Students

All students who make the Honor Roll each of the first three grading periods will be presented a special award on Awards Day.

3. Spelling Bee Champion and Runner-up

The SMS Spelling Bee Champion and Runner-up will be recognized on the day of the contest.

4. Outstanding Attendance Awards

All students who miss 2 days or less and have 2 or less tardies during the school year will be recognized for Outstanding Attendance.

5. Student of the Month

Team teachers are requested to nominate a boy and a girl. The selection committee will then review the nomination and select a boy and a girl in each grade who exhibit good citizenship, character and behavior to be recognized as Student of the Month.

6. Pep Sessions/Academic Awards

Throughout the year our SMS PRIDE Team in conjunction with our SMS PTC hosts various celebrations to acknowledge our students' success. Parents who wish to assist with these activities are encouraged to contact our school counselor and/or SMS PTC President.

SURVEILLANCE CAMERAS

To help ensure the safety of students and staff at SHS, surveillance cameras have been installed on all corporation school buses and buildings.

PUBLICATION OF INFORMATION CONCERNING STUDENTS

Any parent wanting his/her child's name excluded from any listing of middle school students must notify the principal's office in writing by the end of the first grading period.

HELPFUL RESOURCES

Powerschool Student Information System

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- Progress Report
- Assignment Summary
- Attendance Report
- Discipline Report
- Food Services
- Cafeteria Menu

Rose-Hulman Homework Hotline Tutoring Service

- 1-877-ASK-ROSE
 - Tutoring help grades 6 – 12
 - 7:00pm – 10:00pm (EST)
 - Sunday – Thursday
 - September - May
- www.askrose.org

Indiana Department of Education

www.doe.in.gov

Learning Connections

- <https://learningconnection.doe.in.gov>
- Provides data, resources, and tools to support student achievement

Huntingburg Transit

- (812) 683-2211
- <http://www.huntingburg-in.gov/eGov/apps/document/center.egov?view=item:id=135>

CRISIS CONNECTION HOTLINE – 1-800-245-4580

In the event of an emergency call 911, but if you are not in an emergency situation and need guidance the Crisis Connection Hotline can assist you. Manned 24 hours a day the Crisis Connection Hotline and website <http://www.crisisconnectioninc.org/> can provide assistance and resources when you are unable to reach a school official.

SWDCSC Photo and Media Release Form

The Southwest Dubois County School Corporation makes a concerted effort to promote the positive activities, honors and work of our staff and students. Corporation publications and marketing materials, the district's website and the media may be utilized as tools for such promotion.

There may be opportunities where students will be photographed and identified by name and classroom or school, although many times the photos will be anonymous or identified by first name only.

Please fill out the form below.

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YES I, (parent/student) _____, do hereby give consent to SWDCSC to photograph my son/daughter or myself (if I am a student 18 years of age or older) for use in any and all corporation publications, including newsletters, calendars, media projects, brochures, school or district websites, or any other broadcast, online or publication media.

School

Student Name

Signature of parent/legal guardian or student (if over 18)

Date

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SMS Handbook Permission Slip

Student Name: _____ Grade (circle): 6, 7, 8

I have read my child's copy of the Southridge Middle School Student Handbook and understand its contents.

Parent/Guardian Signature

Date

Yes, No My child has my permission to participate in any off-campus activity/fieldtrip scheduled during the course of the school day for the 2016-17 school year. Parent/Guardian will be notified in advance of any scheduled off-campus fieldtrips. The Parent/Guardian will not hold the Southwest Dubois School Corporation, its agents or employees responsible for any accident, illness, or injury incurred during this activity. This agreement does not release any person or party from responsibility due to gross negligence or willful misconduct on their part. Should you, for any reason, desire that your child not participate in a certain activity/fieldtrip during the school year, please contact the school prior to the event.

Yes, No I give my permission for my child/children to participate in surveys which do not request or require the identification of the person providing the information

Yes, No I give my permission for my child to utilize the Internet as part of the educational process at SMS. By circling yes I grant permission for my child to access networked computer services, such as, electronic mail and the Internet. I have read the student code of conduct and understand that individual and families may be held liable for violations. Understand that some materials on the Internet may be objectionable, but I accept responsibility for guidance of Internet use and set and convey standards for my child to follow when selecting, sharing or exploring information and media.

Student Code of Conduct:

I _____ understand as a digital native access to the SWDCS network computer system is with the expectation that I behave and navigate in an acceptable and responsible manner. I understand violating that trust bestowed on me by my Parent/Guardian and the SWDCS Corporation could result in disciplinary action which may include my removal from SMS for a period no more than one year.

Student Signature

Date

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