

**Jefferson Middle  
School  
Student Handbook  
2022-2023**

Student Name: \_\_\_\_\_

# Jefferson Middle School- Student Handbook 2022-2023

<b>Period</b>	<b>Regular</b>	<b>Early Release</b>
<b>1st</b>	7:55 - 8:45	7:55 - 8:30
<b>2nd</b>	8:49 - 9:36	8:34 - 9:09
<b>BK</b>	9:36 - 9:42	9:09 - 9:12
<b>3rd</b>	9:46 - 10:33	9:16 - 9:51
<b>4th</b>	10:37 - 11:24	9:55 - 10:30
<b>A Lunch/Pride</b>	11:28 - 11: 58	10:34 - 11:04
<b>B Lunch/Pride</b>	12:02 - 12:32	11:08 - 11:38
<b>5th</b>	12:36 - 1:23	11:42 - 12:17
<b>6th</b>	1:27 - 2:14	12:21 - 12:56
<b>7th</b>	2:18 - 3:05	1:00 - 1:35

# Jefferson Middle School Student Handbook 2022-2023

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## **ACADEMIC HONESTY**

Jefferson Middle School owes its students an environment that teaches and supports honesty and integrity. Academic dishonesty harms the student who is dishonest resulting in a false evaluation of his or her performance and the mastery of the subject matter. Second, it harms other students by lowering the value of their honest achievement. Most importantly, it violates the basic integrity of a middle school promotion certificate, which certifies to the general public that the student has in fact, mastered the knowledge and skills necessary to complete promotion requirements. For these reasons, cheating and plagiarism are unacceptable.

What constitutes academic cheating?

**Cheating and fabrication:** When a student misrepresents that he or she has mastered information or falsifies information, which includes copying from another students' paper, and using unauthorized materials during a test.

**Plagiarism:** The suggestion that someone else's words, ideas, or research data are your own academic work. This includes failing to use references, quotation marks, footnotes when using other sources of information.

**Assisting in dishonesty:** Helping another person cheat by giving away answers to a test or assignment, taking an exam for someone or selling/buying answers to tests or assignments. Disciplinary actions for academic dishonesty may include notifying the parents, loss of credit for an assignment or test, lowering the student's term grade, failing the student for the nine weeks, failing the student for the semester, and/or referring the matter to school administrators for further disciplinary action. Teachers will convey their individual policies regarding this issue to students as the course begins.

## **BELL SCHEDULE**

Students who arrive at school prior to 7:50am are to wait in the commons or gym area where supervision is provided until the warning bell rings at 7:50am signaling that students may go to their lockers and classrooms.

A warning bell at 7:50 am signals students to be en route to their classrooms, with the necessary materials. A tardy bell at 7:55 am signals the start of classes. **Students will be marked tardy at 7:55 am if they are not in their classrooms, seated, with the appropriate materials, and prepared to learn.**

## **BUS SYSTEM / PROCEDURES**

Any questions about routes or time schedules or about student behavior on the bus shall be directed to First Student Services at (541) 327-9654 or to the school at (541) 327-3337. Parents need to complete a Bus Rider registration card and turn in to the bus company if they plan to have their student ride the bus on a regular basis. Students are assigned to ride a specific bus, depending on where they live. **Students who need to occasionally ride a different bus (or depart at a place other than their regular stop) MUST HAVE A NOTE signed by their parent, guardian or teacher.**

Middle School bus riders will be dropped off and picked up at the front entrance of JMS. **STUDENTS ARE NOT TO ENTER THE GYM WHILE WAITING FOR BUSES AFTER SCHOOL UNLESS OTHERWISE DIRECTED BY THE SUPERVISING TEACHER.**

A student being transported on district-provided transportation is required to comply with the JMS rules (be safe, respectful and responsible) and the state-adopted Oregon State Board of Education bus rules. These rules apply to student conduct at the bus stops as well as on the bus itself. The

following bus rules posted on each bus govern students riding school buses in Oregon and are important for the safety of all:

### BUS SAFETY RULES

1. Students must cross in front of the bus or as instructed by the driver. Students must follow the instructions of the bus driver at all times.
2. Students may ride only their assigned bus. Any student who needs to ride a different bus must have written permission from parents or the school office.
3. Students must wait for the bus driver's signal before crossing the road.
4. Students may only bring on the bus objects that fit on their laps or under the seat. No glass objects or live animals-except approved assistance guide animals are allowed. No firearms, weapons or other potentially hazardous materials on the bus.
5. Students may not stand while the bus is in motion; students must remain in their seats, facing forward, and keep the aisles clear during the bus ride.
6. Students must be quiet at railroad crossing.
7. Windows may not be opened more than half-way. Students shall not open windows without the permission of the driver.
8. Students may not damage the school bus or the property of others. Students must keep it clean.
9. Students may not eat, drink, or chew gum on the school bus.
10. Students may not chew, spit, or litter on the bus; no objects may be thrown on the bus or out the windows.
11. Students may not engage in fighting, wrestling, scuffling, pushing, tripping boisterous activity or any other excessive mischief on the school bus.
12. Students must accept an assigned seat if instructed to do so by the bus driver.
13. Students may not create or participate in any disruptive activity that causes the bus driver to stop the bus.
14. Students shall use the emergency door only in case of emergency.
15. Students shall be on time for the bus both morning and evening.
16. Students shall not extend their hands, arms, or heads through the bus windows.
17. Students shall converse in normal tones; loud or vulgar language is prohibited.
18. Students shall be courteous to driver, to fellow pupils and to passersby.
19. Students who refuse promptly to obey the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the buses.
20. Rules Governing Pupils Riding School Buses must be kept posted in a conspicuous place in all school buses.

Severe disruptions may result in an immediate and possibly permanent suspension of transportation privileges. Severe disruption includes:

1. Physical harm to another student or the bus driver, or threat of physical harm to another student or the bus driver.
2. Failure to obey the bus driver.
3. Failure to give correct name when asked by the bus driver.
4. Property damage to bus.
5. Foul or abusive language directed at the bus driver.

Bus riding suspensions apply to ALL buses. Citations must be signed and returned to the bus driver before transportation privileges are restored.

### Disciplinary Procedures for Violations of Bus Rules

The following procedures shall be followed when a discipline concern arises on a bus:

1. First Citation—Warning
2. Second Citation – 5 day suspension or until conference with parent/guardian
3. Third Citation – 9 day suspension and conference

4. Fourth Citation or Severe Infraction – 10 day suspension to one year expulsion  
Disciplinary sanctions and changes in transportation for a student with a disability shall be made in accordance with the provisions of the student’s individualized education program (IEP) for students considered disabled under IDEA or the individually-designed program for students considered disabled under Section 504 and in accordance with Board-adopted policies and procedures governing the discipline of disabled students.

### **CELL PHONES**

1. Use of cell phones are allowed at JMS before school and after school **only**.
2. However, at the individual teachers’ discretion, cell phones may be used for educational purposes only in the class setting.
3. Students should use extreme restraint in taking pictures or videos, and should ask for permission before taking pictures or videos. Students should **NEVER** take pictures or videos in the bathrooms or locker rooms

Improper use of a cell phone may result in confiscation of that item. Any item confiscated will be returned to the student and/or parent/guardian at the end of the school day.

The second offense may also result with In- School Detention.  
Subsequent offenses will require a parent or guardian to pick up the confiscated item and consequences escalate.

### **DRESS CODE**

## **Jefferson SD 14J Dress Code**

Jefferson Public Schools expects that all students will dress in a way that is appropriate for the school day or for any school-sponsored event. Student dress choices should respect the intent to sustain a community that is inclusive of a diverse range of identities. ***The primary responsibility for a student’s attire resides with the student and their parent(s) or guardian(s).*** The school district is responsible for seeing that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size. Any restrictions to the way a student dresses must be necessary to support the overall educational goals of the school and must be explained within this dress code.

#### **1. Basic Principle: Certain body parts must be covered for all students at all times.**

Clothes must be worn in a way such that genitals, buttocks, breasts, and nipples are fully covered with non-transparent fabric. All items listed in the “must wear” and “may wear” categories below must meet this basic principle.

#### **2. Students Must Wear\*, while following the basic principle of Section 1 above:**

- A Shirt (with fabric in the front, back, and on the sides under the arms), AND
- Pants/jeans or the equivalent (for example, a skirt, sweatpants, leggings, a dress or shorts), AND
- Shoes

\*Courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress, but should not focus on covering bodies in a particular way or promoting culturally-specific attire. Activity-specific shoes requirements are permitted (for example, athletic shoes for PE).

### 3. Students May Wear, as long as these items do not violate Section 1 above:

- Hats and other head coverings that do not create a distraction in class
- Fitted pants, including opaque leggings, yoga pants and “skinny jeans”
- Pajamas
- Ripped jeans, as long as underwear and buttocks are not exposed.
- Tank tops, including spaghetti straps; halter tops
- Athletic attire
- Visible waistbands on undergarments or visible straps on undergarments worn under other clothing (as long as this is done in a way that does not violate Section 1 above).

### 4. Students Cannot Wear:

- Clothing and hats with:
  - Violent language or images.
  - Gang-affiliated symbols/graphics.
  - Images or language depicting drugs or alcohol (or any illegal item or activity).
  - Hate speech, profanity, pornography.
  - Images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups.
  - Anything that disrupts the learning environment.
  - Link to ODE’s “Every Student Belongs” document:  
<https://www.oregon.gov/ode/students-and-family/equity/SchoolSafety/Documents/All%20Students%20Belong%20Initial%20Guidance.pdf>
- Hoods pulled up on top of the head\*
- Any clothing that reveals visible undergarments (visible waistbands and visible straps are allowed)
- Blankets
- Swimsuits (except as required in class or athletic practice).
- Accessories that could be considered dangerous or could be used as a weapon.
- Any item that obscures the face or ears
  - Examples - Halloween masks / sunglasses (except for medical reasons)
  - Exceptions - face masks to prevent the spread of diseases / religious observances

\*Adjustments to the dress code may be made on a case-by-case basis for a student’s IEP/504, medical or social and emotional learning needs.

***These dress code guidelines shall apply to regular school days and summer school days, as well as any school-related events and activities, such as graduation ceremonies, dances and prom.***

### **EIGHTH GRADE PROMOTION**

Participation in eighth grade promotion ceremonies is a privilege. Our goal is for 100% of our eighth grade students to participate in promotion. Eighth grade students must be in regular attendance, complete assigned work, pay all fines, including lost/damaged book fines, library fees, and cafeteria charges and demonstrate appropriate behavior throughout the year in order to participate fully in promotion ceremonies. When a student is in jeopardy of not promoting, their parents will be notified during the fourth quarter and a conference will be set between the student, parent, teacher and administration.

## **EMERGENCY DRILL & PROCEDURES**

State law requires at least one fire drill to be conducted each month and two earthquake drills, and two lockdown drills each year to ensure student safety in the event of a need to evacuate the building. Emergency drill procedures will be reviewed and practiced by students under the guidance of staff and teachers.

### **A. EARTHQUAKE PROCEDURES**

If you are in the school building when an earthquake occurs, take the following precautions:

1. Protect yourself from falling objects by getting under a desk or table, preferably away from windows and bookshelves. If you are in the hallway, crouch down close to a wall and cover your head with your arms.
2. Once the shaking stops, evacuate the building using the same route as during a fire drill. Once outside, move well away from the building and stay with your supervisor and class.

### **B. FIRE DRILLS**

Fire drills are an important part of our safety program. When the fire alarm sounds, everyone is to leave the building promptly and quietly in accordance with the directions posted in each room. Once outside, move well away from the building and stay with your class. Remain outside until the all-clear tone sounds. Then return directly to your classroom. **Tampering with an alarm box or setting off a false alarm is a violation of Oregon law and school policy. The consequences of doing so are immediate suspension from school and referral to the Jefferson Fire Marshal.**

### **C. STUDENT SAFETY RESPONSIBILITIES**

Students are responsible for helping to maintain a safe school environment. If you become aware of unsafe behavior or situations at school, it is your **responsibility** to tell a staff member. We are aware that students often don't want to "tell" on their friends. However, that idea **does not apply** when a serious safety situation exists. For example, if you have information about weapons at school, conflict among students, self-destructive talk or behavior, drug dealing or students whose judgment is impaired by drugs or alcohol, your **responsibility** is to tell a staff member. The information you give is confidential.

## **FLAG SALUTE**

Students will be provided an opportunity to salute the United States flag each day by reciting *The Pledge of Allegiance*. All students will demonstrate the appropriate respect during this activity.

## **GANGS AND RELATED ACTIVITY**

For the purpose of this policy a "gang" is defined as a group of people who interact among themselves to the exclusion of others, who have adopted symbols indicating membership, and who violate or promote the violation of the law or initiate, advocate, or promote activities which threaten the safety or well being of persons or property. Therefore, no student on or about school property or at any school activity shall be permitted to:

1. wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge symbol, sign or other thing which is evidence of membership or affiliation in any gang;
2. commit any act or use verbal or non-verbal speech, including gestures, handshakes, or other such signs, showing membership or affiliation in a gang;

Nothing contained in this policy is intended to discourage the formation of, or membership in, organizations and activities, which are not related to gang activities.



Students who violate this policy will be subject to disciplinary action within the guidelines of district policy, including suspension and expulsion.

### **GENERAL SAFETY PRECAUTIONS**

Our school regulations are designed to protect the safety of everyone. Common courtesy dictates that we observe those regulations. Running in the halls, congregating in large groups and/or sitting on the hall floors may hamper traffic flow and constitute a safety hazard. All students are urged to act responsibly with regard to behavior, which may involve the safety of themselves or others.

### **GIFTS**

Gift items delivered to students on special occasions (i.e., birthdays, holidays, etc.) will only be delivered at the end of the day. Students riding buses may not carry balloons, glass objects or other items prohibited on the bus.

### **HALL PASSES**

Students are required to have a hall pass any time they are in the hall during a class period. Students without a pass may face discipline consequences. Students are never to leave a class without the permission of the teacher.

### **HARASSMENT/INTIMIDATION/BULLYING**

Students and staff at JMS are expected to be safe, responsible and respectful at all times on school property and at school-sponsored functions (including the school bus and bus stops). **Hazing, harassment, intimidation, bullying, menacing by students, staff or third parties, whether the threats originate on or off campus, is strictly prohibited and shall not be tolerated at JMS. It may be defined as the repeated exposure over time to negative action, including behaviors such as aggression or intentional harm that includes an imbalance of power between perpetrator and victim. Students in violation of this policy may be subject to discipline from having a conference with the student up to and including expulsion. Students may also be referred to law enforcement officials.**

### **LOCKERS**

The student's locker is loaned so that textbooks and property can be stored by the student. Neither Jefferson Middle School nor the District can be responsible for items damaged or stolen from hall, P.E., or athletic lockers. The student should be sure to secure the lock when leaving the locker and should **never** give the combination to anyone. Students should use only the lock issued by the school. **No more than one person should occupy a locker.** Students are financially responsible for damage to lockers and lost locks. Lockers remain under the jurisdiction of the district even when issued to an individual student. The district reserves the right to inspect all lockers. Searches of lockers may be conducted at any time there is reasonable cause to do so, whether or not a student is present.

**Lockers are available merely as a convenient place to store personal items that are needed for personal hygiene and school business. Students should not bring toys, electronic games and equipment, or other unnecessary personal items to school. The Jefferson School District is not responsible for loss/theft of items from lockers. Students must be especially careful to assure security of their lockers.**

### **LOST, FOUND, STOLEN**

All lost or found items are turned into the area by the cafeteria, and students can inquire at the office for missing items that are not in the lost and found bin. Students need to report stolen items immediately. They will be asked to give a brief written description to office personnel. Students are

discouraged from bringing large sums of money or items of value to school. **The school is not responsible for items stolen from lockers on the premises of Jefferson Middle School.**

### **OFF-CAMPUS AND OUTSIDE-OF-SCHOOL-TIME CONDUCT**

Off-campus and outside-of-school-time conduct that violates the District's Student Code of Conduct may also be the basis for discipline if it has the potential to disrupt or impact the safe and efficient operation of the school or interfere with the rights of others. A student may be subject to discipline, up to and including expulsion, for a violation. A student may also be referred to law enforcement for a violation.

### **PERFUMES / SCENTS**

Out of respect to the physical health of others, personal fragrant products (fragrances, colognes, lotions, powders) should not be worn by students, stored in lockers, or sprayed in the hallways.

### **RECESS (Held during Lunch Periods)**

Recess will be held outdoors weather permitting during the lunch periods. Students should dress appropriately for the weather. Students should use the recess equipment appropriately and return to the staff member/equipment cart after the whistle has sounded or the bell has rung. Balls are never to be thrown or kicked over the chain link fences outside. When recess is held inside the gym for safety reasons balls should never be kicked. When recess is held outside balls that are kicked (ie. Soccer and footballs) are to be on the grass area.

### **SCHEDULING CHANGES**

Under some circumstances, schedule changes may be necessary. If a schedule change is necessary, make an appointment with your counselor/principal.

### **SCHOOL PROPERTY**

The Jefferson Middle School campus is continuously being maintained and upgraded, and each student has the responsibility to help keep it clean and safe. If accidental damage to the building occurs, report it to the office immediately. Students and parents are financially responsible for damage caused to the building (i.e., broken windows). Vandalism is punishable by law.

### **SEXUAL HARASSMENT**

It is a violation of district policy for any student or staff member to harass other students or staff members through conduct or communication of a sexual nature. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal or physical conduct of a sexual nature that has the effect of creating an intimidating, hostile, or offensive educational environment. Behaviors such as sexual insults or comments, offensive touching, physically blocking or restraining another student's movement, displaying sexually suggestive posters in lockers or on notebooks, etc. are all considered forms of sexual harassment, are prohibited, and disciplinary action will be taken. Complaints about sexual harassment may be made to teachers, staff, or administrators.

### **STUDENT RECOGNITION**

Exceptional students are recognized at monthly Pride Assemblies. Additionally, students may be recognized in other ways (i.e., *Positive Referrals*, class parties, etc.) for exceptional achievement connected to academics, behavior, and attendance.

### **VISITORS**

School policy is to accept only those visitors who have legitimate business at school. Visitors and guests must register in the main office immediately upon entering the building through the front door

and wear a visitor pass. Student-aged visitors are ordinarily not accepted. Parents are always welcome. We do ask that all parents check in at the Main Office when they enter the building and wear a visitor pass if they plan to be in areas other than the office. To be assured of a meeting, please call ahead for an appointment with the administrator, teacher or counselor with whom you wish to meet.

## **Guidelines for Student Conduct**

The consequence for a **Behavior Citation** is a lunch detention. Teachers are expected to communicate with parents/guardians when they assign a Behavior Citation to a student.

Consequences for a **Behavior Referral** begin with a conference with the principal or principal's designee, and may include but are not limited to detention, an apology/restitution, school service, parent contact, and/or suspension up through expulsion. Referrals are electronically recorded and stored by the school office.

### **DEFINITIONS OF DISCIPLINARY ACTIONS**

**Administrative Options** – It is recognized that not all disciplinary actions can be included or defined. Therefore, the Administration reserves the right to determine certain disciplinary actions, which more accurately meet the needs of the student. These options may include, but are not limited to, community or school service, individual contracting, agency referral, or counseling.

**Student Conference** – Formal or informal conference between student and one or more school members.

**Parent Contact** – Telephone call or letter to legal guardian.

**Parent Conference** – A meeting with student, parents, teachers, counselor and administrator.

**Detention** – Students will receive a reminder of their lunch detention on the day of the detention. Students should bring their lunch PROMPTLY to C1 and eat / study quietly for the remainder of their detention.

**In School Suspension** – Students may be assigned to an In-School suspension for one period up to a full day, depending on the infraction.

**Out-of-School Suspension:** Temporary removal of the privilege of attending school and from all school events and activities. Suspended students are not to be on our campus for **any** reason, not allowed on any other school campus, and they are to remain under the supervision of their parent or guardian during the school day.

**Expulsion** – The termination of the student's right to attend school and all school events, including evening activities, for up to one calendar year.

## **JMS Rule Violations & Consequences**

*Be safe, be responsible and be respectful during any school activity, including your route to and from school.*

Jefferson Middle School's purpose in enforcing school rules is to create within the school an educational climate conducive to learning and to protect all members of the school community. In fulfilling this responsibility, the school must exercise direction and discipline of students. School rules are derived from the three following sources.

1. Responsibility, self-discipline, and self-respect: the democratic principles of self-respect for the persons and property of others and for the welfare of the group.
2. Respect for the rights, dignity, and safety of individuals within the school community: personal ethical standards, including courtesy, decency, morality, clean language, honesty, wholesome relationships with others, pride in one's work, and achievement within one's ability.
3. Respect for the law and observance of school district policies, procedures, rules and regulations: Constituted authority, namely rules, regulations, and policies consistent with Oregon Law, School Board Policies, and rules adopted by Jefferson Middle School.

Students at all school-sponsored events are governed by school district rules and regulations and are subject to the authority of school district officials. These rules and regulations apply whether the event occurs on or off school grounds, or whether the event occurs during regular school hours. Violation of school regulations may lead to disciplinary action up to and including suspension or expulsion.

- Administration reserves the right and responsibility to adjust consequences of any student action based on preserving the safety of the school environment
- Students with disabilities (IEP/504) are considered on a case by case basis in consultation with the Case Manager and/or Student Services Director. Jefferson School District follows all special education procedures and ensures the parents and the students are provided the procedural safeguards of the Individuals with Disabilities Education Act (IDEA) as well as Section 504 of the Rehabilitation Act.
- Students, parents and guardians can expect protection of student records.
- Restitution will be required for all student created damages and losses.

Key: ISS - In School Suspension OSS - Out of School Suspension P - Police Potentially Involved X - Expulsion Recommended	JMS Discipline Matrix 2022-2023						
	Warning Conference	Lunch Detention(s)	1/2 Day ISS	Full Day ISS	1-3 Days OSS P	4-6 Days OSS P	7-10 Days OSS P / X
<b>VIOLATION OF ATTENDANCE POLICY</b>							
Tardy (Incidents per Semester)	1-3	4-9	10-12	13+			
Skipping (Incidents)		1-2	3-4	5+			
<b>VIOLATION OF SCHOOL POLICY</b>							
Cell Phone Violation (see handbook)	1st / 2nd	3rd					
Mischief		1st	2nd	3rd			
Lying		1st	2nd	3rd			
Forgery		1st	2nd	3rd			
Cheating / Plagiarism		1st	2nd	3rd			
Safety Violation		1st	2nd	3rd			
Property Misuse		1st	2nd	3rd			
Bus Misconduct		1st	2nd	3rd			
Dress code Violation	1st	2nd	3rd				
Computer Misuse		1st	2nd	3rd			
Technology / Internet Violation		1st	2nd	3rd			
<b>INSUBORDINATION</b>							
Disrespectful Behavior		1st	2nd	3rd			
Defiance of Authority		1st	2nd	3rd			
Insubordination		1st	2nd	3rd			
<b>OBSCENE BEHAVIOR</b>							
Inappropriate Behavior		1st	2nd	3rd			
Inappropriate Language	1st	2nd	3rd				
Inappropriate Display of Affection	1st	2nd	3rd				
<b>BULLYING / HARASSMENT</b>							
General			1st	2nd	3rd		
Based on Disability			1st	2nd	3rd		
Based on Race, Ethnicity, Religion			1st	2nd	3rd		
Verbal Sexual Harassment			1st	2nd	3rd		
Physical Sexual Harassment							1st
<b>PHYSICAL ALTERCATION / ASSAULT / BATTERY</b>							
Roughhousing / Threats			1st	2nd	3rd		
Gang Behavior				1st	2nd	3rd	
Fighting (Mutual Combat)				1st	2nd	3rd	
Physical Aggression / Assault							1st
Sexual Aggression (Battery)							1st
Aggression Against Staff							1st

Key: ISS - In School Suspension OSS - Out of School Suspension P - Police Potentially Involved X - Expulsion Recommended	JMS Discipline Matrix 2022-2023						
	Warning Conference	Lunch Detention(s)	1/2 Day ISS	Full Day ISS	1-3 Days OSS P	4-6 Days OSS P	7-10 Days OSS P / X
<b>TRESPASS / BREAKING &amp; ENTERING</b>							
Inappropriate Location / Loitering			1st	2nd	3rd		
Breaking and Entering					1st	2nd	3rd
<b>VANDALISM</b>							
Minor (less than \$50)**				1st	2nd	3rd	
Major (greater than \$50)**						1st	2nd
Arson**							1st
<b>THEFT OF PROPERTY</b>							
Attempted**				1st	2nd	3rd	
Minor (less than \$50)**				1st	2nd	3rd	
Major (greater than \$50)**					1st	2nd	3rd
<b>TOBACCO</b>							
Possession			1st	2nd	3rd		
Use (Under the Influence)			1st	2nd	3rd		
Sale or Transfer				1st	2nd	3rd	
<b>ALCOHOL</b>							
Possession				1st	2nd	3rd	
Use (Under the Influence)				1st	2nd	3rd	
Sale or Transfer					1st	2nd	3rd
<b>DRUGS</b>							
Over-the-Counter - Possession	1st	2nd	3rd				
Over-the-Counter - Misuse				1st	2nd	3rd	
Prescription (Inappropriate Use)				1st	2nd	3rd	
Vaping Device - Possession				1st	2nd	3rd	
Illegal - Possession					1st	2nd	3rd
Illegal - Use					1st	2nd	3rd
Illegal - Sale or Transfer						1st	2nd
<b>WEAPONS</b>							
Knife (Blade less than 2.5")				1st	2nd	3rd	
Possession							1st
Use or Attempted Use							1st
Look-Alike Weapon							1st
<b>SCHOOL THREAT</b>							
Weapon / Bomb / Other	Suspension and/or expulsion pending threat assessment and findings.						
<ul style="list-style-type: none"> <li>Administration reserves the right and responsibility to adjust consequences of any student action based on preserving the safety of the school environment.</li> <li>Students on an IEP are protected under IDEA and discipline will also be reviewed with case manager.</li> <li>Students, parents and guardians can expect FERPA protection of student records.</li> </ul>							

# Jefferson Middle School Computer Infractions and Consequences

## 1. Restricted in computer use for a week.

- A. Use of printers for personal use (anything outside of what is required by a teacher)
- B. Listening to music, viewing videos, using a chat program or playing games outside of sites that have been posted by a staff member.
- C. Eating, drinking or chewing gum while at the computer
- D. Connecting an unauthorized device to the computer
- E. Too much, too often ... (Playing with others computers, hitting someone else's keyboard while they are trying to work, playing with the equipment, etc.)

## 2. Restricted in computer use for the semester

- A. Viewing or attempting to view gang related materials on the computer
- B. Use of attempted use of another person's account
- C. Vandalism (taking mouse ball, unplugging cables, etc.)
- D. Any form of harassment using electronic devices

## 3. Restricted in computer use for the year

- A. Viewing or attempting to view pornography on the computer
- B. Viewing or attempting to view items having to do with drugs, drug paraphernalia, weapons or weapon creation-outside of a site that has been posted by a staff member.
- C. Destruction of computer equipment

# Jefferson Middle School Alcohol / Drug Infractions and Consequences

**Alcohol / Drugs:** Using, possessing, selling, distributing or being under the influence of alcohol, drugs, or other intoxicants or possessing drug paraphernalia (including facsimile) will not be tolerated. When it is determined by a school official that a student has violated District Policy, refer to the JMS Discipline Matrix.

**Dealing, Selling, and/or Distribution:** Students shall not share and /or sell or distribute alcohol or illegal drugs to other students or person on or near district property or at school sponsored activities. Violations of this policy will result in disciplinary actions in accordance with a second offense of Use and possession.

## **WEAPONS (JFCJ)**

Students shall not bring, possess, conceal or use a weapon on or at district property, activities under the jurisdiction of the district or interscholastic activities administered by a voluntary organization approved by the State Board of Education (i.e., Oregon School Activities Association).

For purposes of this policy, and as defined by state and federal law, weapon includes:

1. "Dangerous weapon" - any weapon, device, instrument, material or substance, which under the circumstances in which it is used, attempted to be used or threatened to be used is readily capable of causing death or serious physical injury;
2. "Deadly weapon" - any instrument, article or substance specifically designed for and presently capable of causing death or serious physical injury;

3. "Firearm" - any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, frame or receiver of any such weapon or any firearm silencer;
4. "Destructive device" - any device with an explosive, incendiary or poison gas component or any combination of parts either designed or intended for use in converting any device into any destructive device or from which a destructive device may be readily assembled. A destructive device does not include any device which is designed primarily or redesigned primarily for use as a signaling, pyrotechnic, line-throwing, safety or similar device.

Weapons may also include, but not be limited to, knives, metal knuckles, straight razors, noxious or irritating gasses, poisons, unlawful drugs or other items fashioned with the intent to use, sell, harm, threaten or harass students, staff members, parents and patrons.

Replicas of weapons and fireworks are also prohibited by Board policy. Exceptions to the district's replicas prohibition may be granted only with prior building principal approval for certain curriculum or school-related activities.

Prohibited weapons, replicas of weapons and fireworks and pocket knives are subject to seizure or forfeiture.

In accordance with Oregon law, any employee who has reasonable cause to believe a student or other person has, within the previous 120 days, unlawfully been in possession of a firearm or destructive device as defined by this policy, shall immediately report such violation to an administrator, his/her designee or law enforcement. Employees who report directly to law enforcement shall also immediately inform an administrator.

Administrators shall promptly notify the appropriate law enforcement agency of staff reports received and at any other time there is reasonable cause to believe violations have occurred or that a student has been expelled for bringing, possessing, concealing or using a dangerous or deadly weapon, firearm or destructive device. Parents will be notified of all conduct by their student that violates this policy.

Employees shall promptly report all other conduct prohibited by this policy to an administrator.

Students found to have violated the district's zero-tolerance weapons policy shall be expelled for a period of not less than one year. Students found to have brought, possessed, concealed or used a dangerous or deadly weapon; firearm or destructive device in violation of this policy shall be expelled for a period of not less than one year. All other violations of the policy will result in discipline up to and including expulsion and/or referral to law enforcement, as appropriate. The superintendent may, on a case-by-case basis, modify this expulsion requirement. The district may also request suspension of a student's driving privileges or the right to apply for driving privileges with the Oregon Department of Transportation, as provided by law.

## **Agreement between Jefferson Middle School and Jefferson Parks and Recreation District**

### **Eligibility Criteria for JMS student/athletes:**

- Student Athletes may not have any Ds or Fs in their classes. An academic eligibility check is performed each week on the first day of the week, and students will have a grace period of two days to bring up their grades to Cs or better. Example - a student receives a note on Monday that he/she is failing one class. He/she would be able to play in a game on that



Monday, but from Wednesday on, will be ineligible to play until the above requirements are met.

- Failure to meet the academic standards listed above will result in athletic academic ineligibility. The student/athlete may practice with their team but will be ineligible to participate in athletic events or travel with the team until academic requirements are met.
- Student/athletes who have an Individualized Education Plan (IEP) will be considered for eligibility by the principal/designee in consultation with the student's case manager.

### **Student/athlete**

- It is the responsibility of the student/athlete to maintain academic eligibility.
- The student/athlete may use an Extracurricular Eligibility Form by going around to each of their teachers to fill out. The forms are located at the main office.
- The student/athlete is to place this Extracurricular Eligibility Form on the teacher's desk at the beginning of the period.
- It is the responsibility of the student/athlete to pick up the Extracurricular Eligibility Form from the teacher by the end of the period.
- Should the student/athlete become ineligible during an athletic season that student/ athlete is still considered a member of the team. However, should that student/athlete team need to be released early from class to participate in an away game event, the ineligible student/athlete will **NOT** be given early release from class until eligibility had been reestablished.

### **Teacher**

- The teacher is to fill out the Extracurricular Eligibility Form for the student/athlete pertaining to the class or using an electronic grade book format in lieu of the Extracurricular Eligibility Form.
- The student/athlete is to place this form on the teacher's desk at the beginning of the period and the teacher should have the form completed by the end of the period.
- Should the student/athlete become ineligible during an athletic season that student/ athlete is still considered a member of the team. Should that student/athlete team need to be released early from class to participate in an away game event, the ineligible student/athlete should **NOT** be given early release from class until eligibility had been re-established.
- The teacher may contact the principal/designee to check eligibility status of a student/athlete.

### **Park and Recreation Department/ Athletic Director**

- A list of student athletes' eligibility/ineligibility will be provided by JMS based upon grade print out reports.
- It will be the responsibility of the athletic director/office personnel to notify the student/athlete and the coach of the eligibility status.
- Should the student/athlete become ineligible it is the responsibility of the student/athlete to use the Extracurricular Eligibility Form as stated above to prove they have reached an eligibility status to once again participate. The Extracurricular Eligibility Form would then be given to the principal/designee.
- The principal/designee would then contact the athletic director / coach of the student/athlete eligibility.

# **Signature Page**

Pride Teacher Name: \_\_\_\_\_

Student Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

**I have read and reviewed the 2021-2022 JMS Middle School Student Handbook with my student**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_