



STUDENT PLANNER 2023-2024



13603 Edwards Street; Westminster, CA 92683

Phone: 714-894-7244 Absence Line: 714-372-8814 Fax: 714-372-8807

Office Hours: 8:00 a.m.—4:00 p.m.

JOHNSON MIDDLE SCHOOL

Our Vision

Empower Life-Long Learners

Our Mission

Johnson Middle School provides opportunities and support in an academic learning community that encourages students to make positive choices for success.

Build your REP at Johnson this Year!

Respect

Effort

Pride

Student Name _____

Home Room Teacher _____

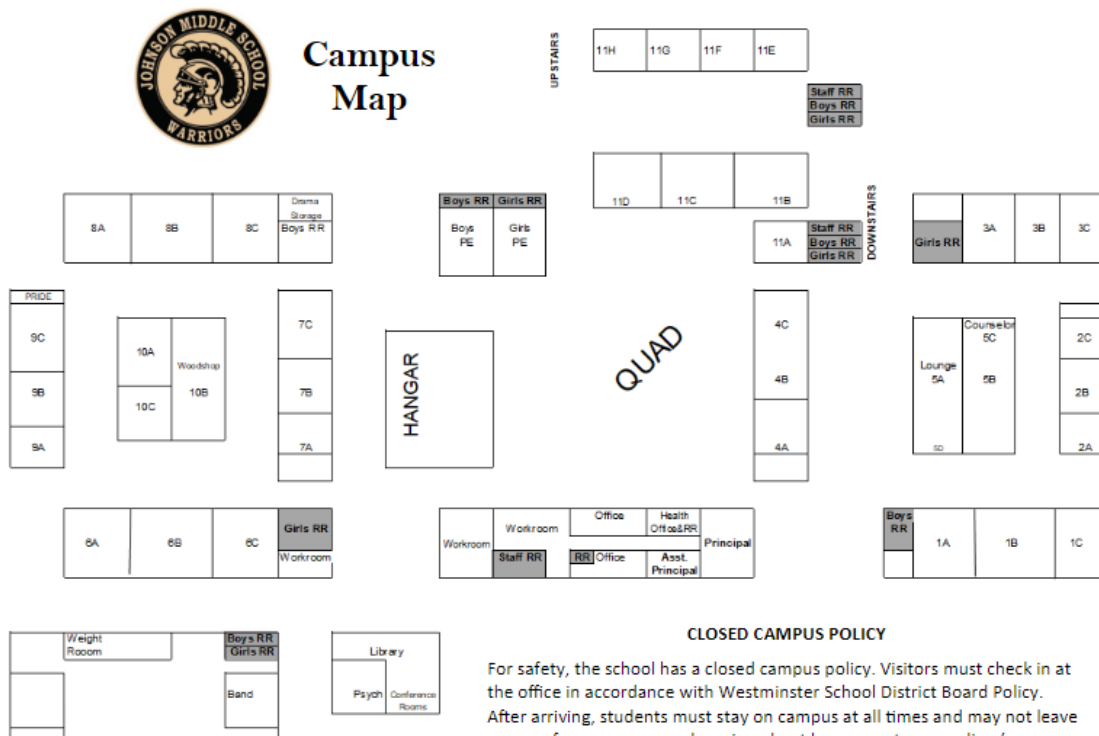
Parent Signature _____

This Student Handbook information as well as more detailed information about policy and procedures at Johnson can be viewed online at

johnson.wsdk8.us

Dates to Remember:

First Day of School.....(Tuesday) August 29
 Labor Day.....(Monday) September 4
 Veteran's Day.....(Friday) November 10
 Thanksgiving Recess.....(5-days) November 20 – 24
 Teacher Preparation Day.....(Monday) November 27
 Winter Recess.....(11-days) December 22-January 5
 Dr. Martin Luther King Jr. Day(Monday) January 15
 Lincoln's Birthday Observed.....(Monday) February 12
 President's Day.....(Monday) February 19
 Spring Recess.....(5-days) April 1-5
 Staff Development Day.....(Monday) April 8
 Memorial Day.....(Monday) May 27
 Last Day of School.....(Minimum Day) June 14





BELL SCHEDULE



* Students will be assigned first lunch or second lunch.
Students assigned first lunch attend 5th period after lunch.

Monday, Tuesday, Thursday, Friday		
Zero Period*	7:20	8:00
Homeroom	8:15	8:22
1 st Period	8:26	9:06
2 nd Period	9:10	9:50
3 rd Period	9:54	10:34
4 th Period	10:38	11:18
FIRST LUNCH* or 5 th Period	11:18 11:22	11:52 12:02
SECOND LUNCH* or 5 th Period	12:02 11:56	12:36 12:36
6 th Period	12:40	1:20
7 th Period	1:24	2:04
8 th Period	2:08	2:48

Wednesdays		
Zero Period	7:30	8:00
Homeroom	8:15	8:22
1 st Period	8:26	8:56
2 nd Period	9:00	9:30
3 rd Period	9:34	10:04
4 th Period	10:08	10:38
FIRST LUNCH* or 5 th Period	10:38 10:42	11:12 11:12
SECOND LUNCH* or 5 th Period	11:12 11:16	11:46 11:46
6 th Period	11:50	12:20
7 th Period	12:24	12:54
8 th Period	12:58	1:28

Build your REP at Johnson

Respect (care about yourself and others)
Effort (do your best and never give up)
Pride (be proud of yourself and school)

Johnson students are awesome and capable of behaving in a positive and respectful manner. The staff at Johnson is dedicated to guiding to guiding students by rewarding acceptable and exceptional behavior and assisting students in changing inappropriate behavior through consistent guidance and appropriate consequences and interventions.

REP Program Philosophy

1. Behavior is learned, and all students can behave appropriately if they are explicitly taught behavioral expectations and positive social behaviors.
2. Each student must accept responsibility for his or her own behavior and contribute to the creation of a positive learning environment.
3. Parents are invaluable partners to support the school discipline program and prepare students to demonstrate REP.



HOMEWORK

The goal of homework is to develop student self-discipline, responsibility, and the ability to study independently. Homework is designed to reinforce classroom learning and expand a student's school experiences. The amount of homework assigned and its complexity and grading are related to the needs and abilities of the individual student. The staff recommends that each child have a consistent daily study time at home. A quiet, well-lit place should be set aside to work on his/her assignments. Time spent on homework is difficult to define due to the wide variation of reading and work speeds of students. However, middle school students can expect to spend 1.5 – 2 hours on homework each night. Teachers communicate homework expectations and how it relates to their grade in their course and grading description. Assignments are communicated with families in a variety of ways including this student planner, websites, **JupiterEd.com**, and handouts with instructions for the month, chapter or assignment.

MAKE-UP WORK

Students are given the opportunity to make up school work missed because of an excused absence. Full credit may be given if the work is returned promptly to the teacher. As a general policy, a student is allowed one day to complete make-up work for each day absent. It is the responsibility of the STUDENT to ask for make-up work. Teachers ARE NOT required to give make-up work for unexcused absences.

PARENT COMMUNICATION

Parents are always welcome to visit the school but should make an appointment in accordance with Board Policy. Visitors must first check in at the office. As a courtesy, visits should be planned with the teacher or the office. Communication between home and school is essential and happens in a variety of ways. These may include individual parent conferences, telephone calls, emails on Jupiter Ed, progress reports, report cards, email, etc. Home-to-school conversations help clarify issues that may arise. If you have a question or concern, contact the teacher first. Every attempt to get questions answered and concerns resolved should be made with the classroom teacher. This may be done by phone conversation or in a scheduled teacher/parent conference. If a parent's concerns have not been met or further information is needed, contact the assistant principal and/or principal. This may be done by phone conversation or in a scheduled meeting.

Helpful Hint: Use JupiterEd.com to check grades every day and communicate with teachers easily. Please call our office any time if you need help as a first time user.



ACADEMIC HONORS AND AWARDS

Academic achievement is the most important goal of Johnson Middle School. Outstanding work is recognized in all curricular areas. To qualify for an academic award, students must meet the following:

- No more than one "N" mark in citizenship
- No "U" marks in citizenship

Trimester awards are presented to students at school in assemblies and the end of year awards are presented in June.

TRIMESTER AWARDS FOR ACADEMIC ACHIEVEMENT

- 4.0 GPA
- 3.5 – 3.99 GPA
- 3.0 – 3.49 GPA



END OF YEAR AWARDS HONOR STUDENTS IN MANY CATEGORIES

superior citizenship

- excellent school spirit
- academic achievement
- athletic accomplishment



ATTENDANCE

Regular attendance is important to each student's education and a vital factor in academic success. Students are expected to come to school on time on all days they are able. Please do not arrive before 7:45AM.

ABSENCES

PLEASE CALL THE ABSENCE LINE (714-372-8814) BY 9:00 AM THE MORNING OF THE ABSENCE.

Excused Absences, per the State of California, are absences due to illness, medical, dental, or court appointments, death in the immediate family, a quarantine; or immunization exclusion; and religious holidays. Please note that missing 30 minutes or more of class time at any point during the school day is considered to be an absence and needs to be verified. All absences require verification from the parent or guardian. To verify, please tell the office your absence date(s) and reason for absence.

DISMISSAL FOR APPOINTMENTS

Parents/Guardians can help foster academic success by avoiding appointments during school hours. If a student must be removed from school for any reason, a parent/guardian must come to the office, present ID, and sign the student out. Students are to be met in the front office only. Students will not be allowed to walk home to meet a parent for an appointment or walk to their scheduled appointment from school. Partial day absences from school will be recorded in the student's attendance record. Appointment verification must be given to office for the absence to be excused.

TARDIES

Please be on time for classes. Students who are tardy must go to the office window to complete a tardy form. Excessive tardy issues will result in loss of privileges or disciplinary action.



TRUANCY

According to the Education Code of the State of California any student who is absent from school without valid excuse, or tardy in excess of 30 minutes, is TRUANT. Truancy will result in disciplinary action.



ATTENDANCE INTERVENTION

The school will notify families of attendance concerns after three absences or tardies and will use its own resources to help correct attendance problems including parent-student-administrator conferences, detentions, or disciplinary action. Students with patterns of poor attendance that the school cannot correct will be referred to the School Attendance Review Board (SARB) with the Westminster Police Department, along with District representatives, to create a final contract. The final action may result in removal from the school, placement in an alternative school, or criminal consequences.

INJURIES AND ILLNESS

If a student becomes ill or injured at school, a student request for a pass from the teacher to report to the office is appropriate. If the student is too ill to remain at school, the office will call the parent/guardian to come for the student. Under no circumstances is the student to call or text his/her parent or guardian to come for him/her and leave the premises without the school's knowledge. Make sure there are at least two other adults listed as Emergency Contacts in Aeries in the event a parent cannot be reached.

MEDICATION ADMINISTERED AT SCHOOL

Medication should be taken at home. If a student must take medication during school hours, please contact the school nurse to make arrangements.



The library is open to students during lunch. When classes are in session, students must have a pass from a teacher to enter the library. Students are responsible for materials checked out. All lost material will be charged to the student. Visitors are expected to demonstrate proper behavior in the library and may lose privileges if behavior issues arise.

TEXTBOOKS

Textbooks are issued to the students for their use during the year. Parents should be aware that they are responsible for textbooks given to their child. In accordance with Education Code 48904, the principal will withhold records, transcripts, grades, and diplomas of any student who willfully damages, destroys, or otherwise does not return district property issued to him/her. The school may also remove the student from extra-curricular activities until items are returned or debts are paid in full.

PHYSICAL EDUCATION REQUIREMENTS

Physical Education is an important part of each student's education and required under the California Education Code (Section 51223). PE is a required course, regardless of a student's extra-curricular athletic commitments. All students are required to dress in school-approved PE attire every time class meets. The PE uniform includes: (1) Johnson PE Shirt & Shorts (2) Socks and athletic tennis shoes.

Lockers and combination locks are available to students to hold P.E. attire during the week and to lock up valuables during P.E. class. Students are responsible for paying for all lost locks and for keeping their P.E. uniforms clean and mended. Students are to keep their P.E. lockers securely locked at all times. Students are not permitted to reveal a locker combination to any other student. Loss of property during P.E. is the sole responsibility of the student, not the school.

PERSONAL PROPERTY

Students: Please keep all personal property such as money, notebooks, wallets, cellphones, jewelry, or other school appropriate items in close possession at all times. The security of personal property is the sole responsibility of the student-the school is not responsible for damage or loss of personal property brought from home.

CHROMEBOOKS

Students will receive a Chromebook, charger, and a protective case. They are expected to take it home and bring it back fully charged each morning. A signed Acceptable Use Policy Agreement must be on file before issuance. Chromebook insurance is offered and highly recommended. Insurance must be purchased annually.

CHROMEBOOK CARE AND USE

- The protective case is required– use it always.
- Be mindful of temperature-avoid extreme heat or cold.
- Be careful-treat the AC adapter (charger) and coil cables neatly and gently; insert accessories carefully, without force
- Do not attempt repairs on your own
- Use of personal earbuds is encouraged
- Be smart and be safe; talk with us if uncertain



Some goals for our students when using devices:

- Do awesome things. Share your ideas and what you can do
- Be nice. Help foster a respectful, kind school community.
- Be empowered to learn in and beyond the classroom as safe, responsible, and innovative digital citizens.
- Solve real-world problems by collaborating, communicating, and creating within a global learning community.
- Develop college and career readiness skills.

CHROMEBOOK FAQ

- Protection from harmful sites? GoGuardian filter in place on and off campus -- but teacher/parent monitoring is the best filter
- Webcam? Can only be activated by user -remote access is impossible

CELL PHONES

Cellphones are allowed but must remain silent during school hours. Students should not use cellphones during the school day unless special permission is given. Johnson is not responsible for lost or stolen phones or electronic devices and tracking is recommended. Do not use devices without teacher or adult permission. At times, cellphones may be temporarily collected in a classroom to ensure academic honesty during testing. Cell phones that are used inappropriately may be confiscated at any time. All Staff work together to enforce the school cell phone policy:

1st Offense: Warning; phone will be confiscated; student will pick up phone from front office after school.

2nd Offense: Parent intervention; Parent and student will pick up phone from the front office after school.

3rd Offense: Parent and student conference with administrator. Parent will be notified and phone will be released to parent/guardian only after electronic device contract is presented.

PROGRESSIVE DISCIPLINE POLICY

The Progressive Discipline Policy is a cumulative process extending over the entire school year. Through our Positive Behavioral Intervention and Support structures, student expectations are clearly communicated in and out of the classroom. The normal progression of intervention is:

1. Warning
2. Teacher/student conference
3. Teacher consequence/parent contact
4. Referral to the school office for appropriate consequence and intervention



DETENTIONS

A student's teacher, a campus supervisor, or a school administrator can assign detention. It is the responsibility of the student and teacher/administrator to inform parents of the detention. Parent notification may be done via a phone call or a returned signature on a detention notification form. Multiple missed detentions will result in additional and more severe consequences. Parents may be required to sign a notification form brought home by the student for each offense.

BEHAVIOR CONTRACTS

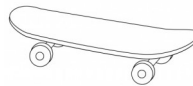
After various interventions for inappropriate behavior have failed, a conference with the student and the parents/guardians will be held. The student and parents must sign a behavior contract, which outlines appropriate behavior as well as consequences for non-compliance with the contract. Failure to fulfill the requirements of the behavior contract may result in referral to the district where placement at another school may be considered.

CLASSROOM SUSPENSION

In accordance with Education Code 48910, teachers may suspend a student from their classroom for two days. The suspending teacher is responsible to contact the parent/guardian and ask for a parent-teacher conference regarding the classroom suspension. The teacher may also request that the parent/guardian attend the class from which that student was suspended.

BULLYING/HARASSMENT

Bullying is not acceptable in the Westminster School District. Students should seek immediate help from an adult if he/she feels that they are being bullied or harassed. Students are expected to immediately report incidents of bullying/harassment to school personnel. Each complaint of bullying/harassment will be investigated.



BICYCLES, SKATEBOARDS, AND SCOOTERS

Students may ride bicycles, skateboards, or scooters to school as long as they do so in a responsible manner. For safety, do not ride these inside the gates of the school or parking lot. They must also be walked across the crosswalks for safety.

State law requires all students to wear helmets securely fastened on the head when riding a bicycle. Students riding to school without a helmet may be asked to leave their bicycle at school until they come to school with a helmet or with their parents to retrieve their bicycle. To prevent theft all personal vehicles, all bicycles, skateboards, and scooters must be locked in the school's designated rack enclosure. Gates are locked at 9:00 A.M. and opened again at 2:30 P.M. Every precaution is made to ensure the safety and security regarding these items. However, please note that Johnson Middle School cannot be held financially liable should your personal property be stolen. Gates are not locked after school hours so bicycles/skateboards should not be left over night.



AFTER SCHOOL ACTIVITIES

Numerous after-school activities are offered to students. In order to participate in after school and/or evening activities, students must attend school for the full day, except as excused by an administrator. If the event is immediately after school, students may not go home and return. Students are to stay for the entire event, unless excused by an administrator. Any student who leaves an event early will NOT be allowed to return under any circumstance. Students must be picked up promptly at the conclusion of a social event. Students on the Loss of Privilege List (LOP) are not eligible to attend extra-curricular activities (including sports) until being removed by an administrator.

DRESS CODE



While society reflects a wide range of personal expression in clothing, grooming, and accessories, the quality of student work and student behavior is affected by personal appearance. It is expected that all students wear clothing that is comfortable, clean, safe, and appropriate. What a student wears to school must not disrupt the educational program. Since it is not possible to include every style, trend, or haircut in the dress code, those items that are not specifically mentioned



will be dealt with on an individual basis. Please remember that the rules of dress apply to and from school, as well as school activities wherever they may be held.

1. Shoes must be worn at all times. Unacceptable footwear includes: (a) shoes reinforced with steel, plastic, or wood (b) Open toed shoes including beach footwear like sandals, flip flops (c) Slippers and soft-soled moccasins (d) Platform shoes and heels over 2 inches
2. No apparel associated with gangs or groups because it can provoke or intimidate others.
3. Pajamas, oversized pants, and shirts are not appropriate.
4. All shorts must be no longer than the bottom of the knee or no shorter than mid-thigh when standing. Dress or skirt length must cover one-half of the thighs when standing.
5. Torso/midriff must not be exposed. Tank tops, cutoff tops, tube tops, halter-tops, revealing necklines, bathing suits, or sport bras are also unacceptable.
6. Clothing, jewelry, and accessories should not have offensive words or images.
7. Head coverings of any kind such as hats, caps, hairnets, headscarves, beanies, and bandanas are not allowed with the exception of head coverings for medical purposes or religious observances. Hooded clothing is acceptable; however the hood may not be worn over the head. Exceptions will be handled on an individual basis.
8. Sunglasses and sunhats are permitted pursuant to State Law (E.C. 35183.5) for sun protection. A Johnson Warrior hat with a brim that provides sun protection to cover the ears, nose and back of the neck is permitted. These hats will be the only sun protection headgear allowed. School hats and sunglasses may only be worn outdoors.



Students not adhering to the dress code will be asked to either call home for appropriate clothing or wear PE clothing for the remainder of the day. Repeated violations will result in disciplinary action. Parent support in encouraging students to dress appropriately for school is important. The dress code is enforced through the last day of school.

LOSS OF PRIVILEGES (THE LOP LIST)

Inappropriate behavior or low academic performance can result in loss of privileges at Johnson. When appropriate, a student will be declared ineligible to attend fieldtrips, athletic events, dances, special assemblies, end of the year activities, or other events that occur. Reasons this can occur:

- Low academic performance: multiple D's or F's on Progress or Report Card
- Attendance problems: truancy; excessive tardies or absences, 5+ tardies during reporting period
- Classroom Citizenship: two or more "N" marks in citizenship; two or more "U" marks in citizenship
- Behavior issues: referrals to the office; in house or at home suspension
- Library Books / Lunch Balances – unpaid Lunch, textbook, or school property balances

