



McAuliffe Middle School

A National Blue Ribbon School
A California Distinguished School
A California Gold Ribbon School

4112 Cerritos Avenue
Los Alamitos, California 90720
School Office: (714) 816-3320
Absence Line: (714) 816-3352
FAX: (714) 816-3362

CONNECT WITH US

		
ONLINE losal.org/mcauliffe	TWITTER @McAuliffe_Eagle	INSTAGRAM @mcauliffe_middle_school

“Be yourself, try your best, and never be afraid to dream.”

Sharon Christa McAuliffe

Student Handbook 2024-2025

This planner belongs to:

Name: _____

Address: _____

City: _____ Zip: _____

Telephone: _____

Find Your Locker

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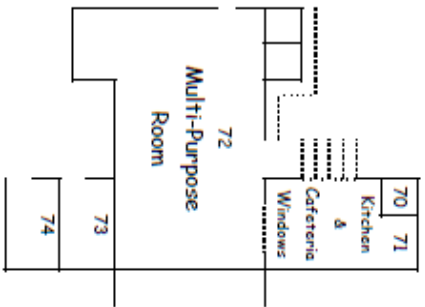
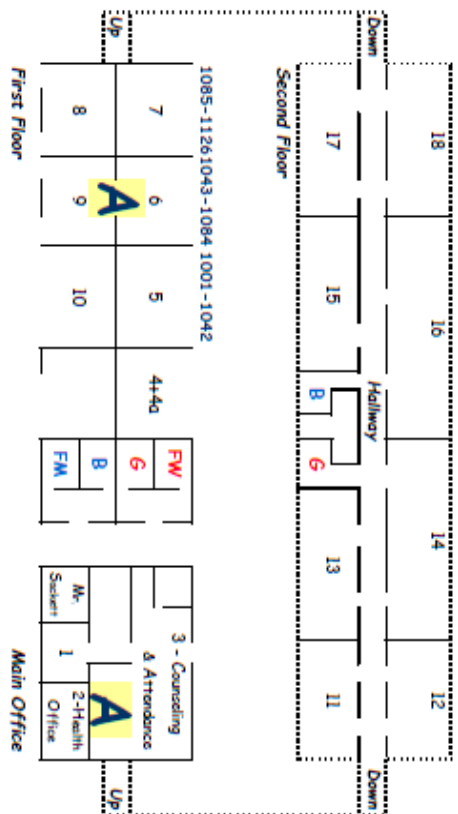
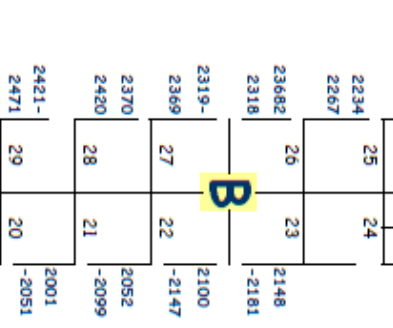
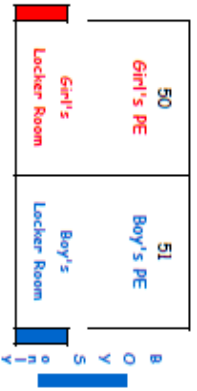
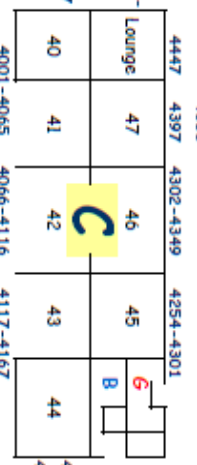
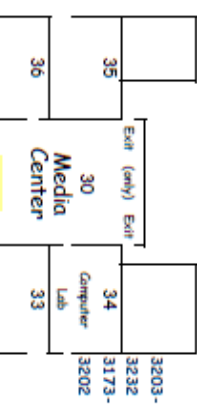
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Outpost	



McAuliffe Middle School
 4112 Cerritos Avenue
 Los Alamitos, CA 90720
 714-816-3320

C E R R I T O S A V E N U E

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 B L O O M F I E L D
 S T R E E T

McAuliffe Middle School Eagles

The vision for McAuliffe is to educate all students intellectually, socially, and physically in a safe nurturing environment, to produce citizens with an appreciation and respect for learning and democratic ideals, and to cultivate citizens who will celebrate the diversity of all cultures.

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WELCOME TO MCAULIFFE

Welcome to McAuliffe! McAuliffe is your school and we want you to enjoy your time here! Enclosed in this handbook are the guidelines that will help you be successful!

Additional guidelines and parent information are available on the school website. Please visit mcauliffe.losal.org for complete information.

VISITOR'S PASS

Parents or guardians of our students are encouraged to visit our school and observe our educational program. **ALL VISITORS MUST CHECK IN AT THE MAIN OFFICE.** Please arrange all visitations in advance with administration. We do not allow students from other schools to visit us during the school day or during activities.

ATTENDANCE

TRAVELING TO AND FROM SCHOOL

Students are to go directly to and from school without loitering. Once a student is on our campus, they are not to leave. Students dropped off by parents are to immediately enter through the gates and may not leave.

Appropriate conduct, before and after school, while waiting for parents, or at the bus stop is expected. Students are accountable for their behavior as they travel to and from school.

Campus gates will open at 8:30am daily. Students who are dropped off prior to 8:30 are to wait in the ODAT (Outdoor Amphitheater)

ATTENDANCE

Regular attendance is essential to successful school performance. Please make every effort to attend school every day unless your student is ill.

When students are absent from school, the parent/guardian is **required** to call the Attendance Office within 3 days of absence at: attendancemca@losal.org or (714) 816-3352 (This telephone number is an answering machine and operates 24 hours a day, 7 days a week.) If no call is made, a note verifying the absence IS REQUIRED and should be brought to the Attendance Office BEFORE SCHOOL BEGINS ON THE FIRST DAY BACK FROM THE ABSENCE. If a student is absent more than 3 consecutive days, a doctor's note is mandatory to return to school. Absences will be considered unexcused if they have not been cleared within three school days.

The ONLY excused absences are those resulting from illness, medical/dental appointment, or death in the immediate family. 10 or more absences, whether excused or not, is considered excessive.

Students with excessive absences may receive additional communication regarding the legal ramifications of missing school (ie: School Attendance Review Team (SART) meeting or School Attendance Review Board (SARB) meeting).

TARDY POLICY

Students are expected to be on time to school. If a student is more than 5 minutes late to school, they **MUST SIGN IN AT THE ATTENDANCE OFFICE.** Students who are late fewer than 5 minutes may go directly to class and will be marked tardy by teacher. Any student with 1st period P.E. arriving late to school (even within the first 5 minutes), must check in with the attendance office before proceeding to PE.

TRUANCY

According to the Education Code of the State of California, any pupil who is absent from school without a valid excuse, or tardy in excess of 30 minutes on each of more than three days in one school year, is truant and shall be reported to the administration. Students who are truant are assigned detention or Saturday School. The following are considered truantries:

- Being absent from school without the knowledge and consent of the parent.
- Leaving the school grounds during the day without permission.
- Staying out of class without permission.

HOMEWORK REQUESTS

Students are given the opportunity to make up schoolwork because of absences. Full credit is given if the work is returned promptly to the teacher. Students are allowed one day of make-up time for every day that the student was absent from school. It is the responsibility of the student to get make-up work from their teacher. Students will be responsible for checking their online Google Classrooms, Aeries, and communicating with a peer about missed assignments.

SHORT-TERM INDEPENDENT STUDY

Independent Study (IS) contracts may be requested IF a student is expected to be out for 3 or more consecutive school days. Parents need to provide the teacher and office staff a required 5 day notice, in writing, prior to the absence in order to qualify for an IS contract. If granted all work assigned during the IS is due and expected to be completed upon the student's return. According to the California Education Code, students can be assigned IS for a maximum of 14 days per school year.

LEAVING SCHOOL

Students may not be released to anyone other than those indicated on the ONLINE Emergency Contacts. This is for the protection of the student. Contacts need to be added in the AERIES portal by parent.

Students may not sign themselves out of school for any reason, even if a parent gives permission.

HEALTH AND EMERGENCY INFORMATION

HEALTH OFFICE

The Health Office is located in the Main Office building. If a student becomes ill during school hours, they should ask their current teacher for a Hall Pass to the Health Office. If an injury occurs after a student arrives at school, they should contact a school staff member for assistance.

In the case of long-term medical problems, a credentialed school nurse (CSN) is available to coordinate the support of students with chronic or long-term health issues. The CSN also arranges for hearing and vision screening necessary for the health of all children. These state-mandated screenings are scheduled periodically throughout the year for designated grade levels. The credentialed school nurse also serves as a consultant to parents, teachers, and administrators in regard to the health needs of the children

MEDICATION – The following information is related to the administration of medication in the Los Alamitos Unified School District in accordance with California Education Code (Sec. 49423).

Medical treatment is the responsibility of the parent and the physician. Medications are rarely given in school. The only exceptions involve special or serious problems where it is deemed absolutely necessary to give the medication during school hours and where it is not possible for the parent to administer it to their child. Consequently, with the help of the physician, the parent is urged to work out a schedule of giving medication outside school hours. The school nurse serves all the district schools and is not available every day to administer medication to every child who must receive it. Therefore, the school office staff (clerks, secretary, or principal) might be the person to administer it. They cannot be expected to assume this responsibility unless it is necessary.

*****All medications must be kept in the Health Office. This includes over-the-counter medication such as aspirin and cough drops. No medication will be dispensed without proper release forms that can be obtained from the office. Students should not have medication in their possession.**

ACCIDENTS

INJURY OR ACCIDENT AT SCHOOL – Every effort is made to provide for your child's safety and comfort at school. If your child should have an accident or injury at school, first aid will be given immediately to make the child as comfortable as possible.

CHANGE OF PHONE NUMBER/CONTACT INFORMATION

It is very important that parents report any change of address, telephone number, and email. Please make sure all contact information is updated in Aeries, if you need assistance, please contact the main office.

DRILLS

Drills at regular intervals are required by law and are an important safety precaution. It is essential that when the first signal is given, everyone obeys orders promptly. The teacher in each classroom will give instructions to the students.

EMERGENCY PREPAREDNESS

McAuliffe has a complete emergency plan. Staff members have been trained in first aid, search and rescue, student safety, and procedures for releasing students.

FIRE / EARTHQUAKE / MAJOR DISASTER/LOCKDOWN

Stay calm and follow your teacher's instructions. **DO NOT RUSH** outside. When the emergency is over, the teacher will decide when it is safe to evacuate.

Follow instructions. If **OUTSIDE**, stay in the open. Move away from buildings, trees and wires. **DO NOT RUN**. Emergency building exiting procedures are listed near each exit door. Remember, **STAY CALM, FOLLOW DIRECTIONS**. Should the fire drill, earthquake, or emergency occur before school, between periods, at lunch, or after school, proceed directly to the designated teacher's basketball blacktop area:

Before School:	Go to 1 st period teacher's area
Passing Period:	Go to previous teacher's area
Lunch:	Go to previous teacher's area
After School:	If not already on the way home, proceed to blacktop area for further instructions

If you are out of class when an emergency takes place, report to the teacher whose class you are in at the time. During a drill, there should be no talking, running, or pushing. The last person out should close the door.

LOCKDOWN

Level One: Instruction continues as usual, with the doors locked. All students move inside. Attendance is reported to the office.

Level Two: Instruction continues. Movement is discouraged and highly supervised. All doors are locked. All students move inside. Attendance is reported to the office.

Level Three: All students inside. Doors locked. Lights off. Students are hidden from view. Attendance reported to the office.

INTRUDER PROTOCOL

Evade: Evacuate the premises, assist others, and leave belongings behind.

Barricade: Restrict access to your room with furniture and other means, and stay out of sight.

Engage: A last resort only when the violent intruder is in your immediate vicinity.

ID CARDS

All students are issued an ID card at the time Fall pictures are taken. Students should always have their ID. A replacement ID can be obtained in the Main Office. A \$5.00 donation is requested for each replacement ID.

Student ID cards are required for bus passes, textbook checkout, PE loaner clothes, and checking out PE equipment for recreation. Students need to bring their ID card daily.

STUDENT MATERIALS

Minder Binder – Each student will be given a Minder Binder. It must be in the student's notebook. A donation of \$10 will be gladly accepted. Replacement cost is \$10.00. Students are expected to use the Minder Binder daily.

Textbooks – Textbooks will be loaned to students for their use during the school year. Most textbooks will stay at home. Parents are responsible for textbooks given to their students and will be required to pay for books that are lost or damaged.

GRADES AND CITIZENSHIP

REPORT CARDS

You will receive one report card each semester. All report cards will be generated online through your Aeries portal account at the end of each semester. After each grading period, you may view, download, or print your report card.

Progress reports are generated every nine weeks and will be available through the Aeries portal.

FAILING GRADES / RETENTION

The LAUSD Board of Education has adopted a student promotion/retention policy, as mandated by the State legislature (AB1626 / AB1639). The intent of legislation is to ensure that students meet essential grade level standards before being promoted to the next grade. Students must progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

At the end of the first semester, students who have earned an 'F' grade in one or more core academic classes (Reading, Language Arts, Social Science, Math, and Science) will be recommended for intervention.

In addition, students who earn 'F' grades in any class will be monitored by administrative staff and may not be allowed to participate in end-of-year activities.

HOMWORK

Assignments should have a clear purpose and be designed for completion within a reasonable time frame and according to board administrative regulations. Completing homework is the

responsibility of the student. Parents can play a supportive role through monitoring, encouraging students' efforts and providing a conducive learning environment.

Homework is directly tied to classroom instruction and provides students with an opportunity to practice, reinforce, and apply previously taught skills, acquired knowledge and to prepare for future lessons.

Homework for Middle School Grades

Homework should primarily consist of reading, practice, and application of key skills and concepts across subject areas, application of writing skills, preparation for future classes, and beginning research. At this level, homework should continue to build independent study habits.

Long-term assignments in the middle grades should be limited in number and duration. These assignments should include clear checkpoints to monitor progress toward completion.

With support from administration and staff, teachers should coordinate with one another to establish deadlines, due dates for projects/assignments, and tests to minimize student over-extension and create equitable rigor/load within courses.

Homework should not be assigned over the weekends. When teachers choose to assign homework, students might reasonably be expected to devote the following amounts of undistracted, focused time to nightly homework, including time devoted to long-term projects and test review:

Grade 6 = 0-60* minutes per night average M-Th

Grade 7 = 0-70* minutes per night average M-Th

Grade 8 = 0-80* minutes per night average M-Th

*Nightly minutes are inclusive of all classes as a combined total. Students who elect to take a high school course during their eighth-grade year would be under homework guidelines for high school grades.

CITIZENSHIP EXPECTATIONS

The following are guidelines created by McAuliffe staff and considered when assigning citizenship marks.

Outstanding – "O"

- Student consistently listens and follows directions.
- Student is kind, courteous, and respectful towards others.
- Student consistently demonstrates personal responsibility and adheres to the Academic Honesty Code.
- Student participates and adds to the class in a positive and constructive manner.
- Student exhibits a positive attitude.

Satisfactory – “S”

- Student usually listens and follows directions.
- Student is kind, courteous, and respectful towards others.
- Student usually demonstrates personal responsibility and adheres to the Academic Honesty Code.
- Student participates appropriately in class and seldom needs correction by the teacher.
- Student usually exhibits a positive attitude.

Needs Improvement – “N” (2 demerits earned for each “N” mark)

- Student regularly needs reminders to listen and follow directions.
- Student often requires reminders to be kind, courteous, and respectful towards others.
- Student has difficulty demonstrating personal responsibility and/or violates the Academic Honesty Code.
- Student frequently interrupts class with disruptive behavior and interrupts other students’ right to learn.
- Student may display a negative attitude.

Unsatisfactory – “U” (4 demerits earned for each “U” mark)

- Student does not listen or follow directions.
- Student is disrespectful towards the teacher and/or other students, and makes little attempt to change behavior.
- Student fails to take personal responsibility.
- Student consistently disrupts class and interrupts other students’ right to learn.
- Student exhibits a negative attitude.

STUDENT ACTIVITIES

ACTIVITIES

During your time at McAuliffe, you will have a chance to participate in various school activities. Listen to the daily announcements and check your weekly emails for upcoming events. Weekly bulletins are posted in every classroom and grade-level Google Classrooms and sent electronically.

INTRAMURAL SPORTS

Each quarter, teams will compete in Intramural Sports. Sports will include football, volleyball, volley-tennis, soccer, basketball, softball, track and field, and others.

Athletes are to practice good citizenship and sportsmanlike conduct. Students unable to display proper sportsmanship may be excluded from Intramurals.

During Intramurals, school rules are in effect. **Students with medical excuses in PE may not participate in Intramurals.**

ASSEMBLIES

Please be courteous and responsible at assemblies. Talking, whispering, whistling, stomping of feet, and booing are discourteous.

1. Students will enter assemblies in an orderly manner and sit with their classes.
2. When the speaker of the assembly asks for your attention, please give it to them immediately.
3. Be courteous to the performers and to your neighbor.
4. Applause should be generous, courteous, and in keeping with the occasion.
5. Students will be dismissed in an orderly fashion by a designated staff member.

The purpose of the rules is to maintain an orderly atmosphere that will enable students to enjoy themselves in safe and pleasant surroundings, and to assure appropriate behavior. School policy is to have more social events when student behavior is good and to cut back or cancel events if behavior is inappropriate.

STUDENT RECOGNITION

The McAuliffe staff is proud to recognize our students. Below is a sample of the ways in which our students can be recognized for their achievements, efforts, and citizenship.

EAGLE EXPRESS CARDS

Staff members may reward students demonstrating excellent behavior or effort with an Eagle Express Card. Eagle Express Cards may be redeemed to get to the front of the lunch line and for quarterly prizes.

HONOR ROLL

3.0-3.49 GPA with no N's or U's in Citizenship. Honor Roll students are celebrated in various ways during the year.

PRINCIPAL'S HONOR ROLL

3.5 GPA or higher with no N's or U's in Citizenship. The Principal's Honor Roll students are celebrated in various ways during the year.

STUDENT OF THE MONTH AWARDS

A program that recognizes students who have demonstrated outstanding performance, citizenship, or improvement. Teachers select students monthly and those students are issued a certificate.

EIGHTH-GRADE AWARD NIGHT

This is an end-of-year event that recognizes exemplary academic performance. In addition, students may earn a Community Service Award for completing 100+ hours of volunteer work each year during grades 6-8. Students are responsible for keeping track of and verifying hours. Forms are available at the ASB desk.

Students will be recognized for earning 100, 200, or 300 hours of community service.

8th-grade students who earn a 4.0 for all 3 years will receive an Academic Excellence Award instead of the Principal's Honor Roll at Awards' Night.

BIRTHDAYS

Please DO NOT bring flowers, balloons, or decorated posters for your students and/or friends. These are a distraction in the classroom and should not be brought to school.

Students may be celebrated by having their name appear on the school marquee through our Make-A-Wish club program. Go to the school website for more details and how to sign up.

SCHOOL RULES AND DISCIPLINE

DISCIPLINE PHILOSOPHY AND POLICY

Students learn more and develop a feeling of pride when they are part of a positive environment. Instruction is most effective in an environment of mutual respect, kindness, and positive citizenship. School rules, positive reinforcement, and consequences enable the students to work, play, and live in a pleasant and safe atmosphere where they enjoy greater personal freedom without intimidation or fear.

Every student will be made aware of McAuliffe's behavior expectations and will be held accountable for their actions. Behavior management is most effective when it is consistent, fair, and clearly articulated. All students are made aware of our school rules through the Minder Binder, student assemblies, and classroom discussions throughout the year.

RESTORATIVE DISCIPLINE

At McAuliffe Middle School, we practice Restorative Discipline practices. Restorative Discipline is a whole-school, relational approach to building school climate and addressing student behavior that fosters belonging over exclusion, social engagement over control, and meaningful accountability over punishment.

When conflict arises, restorative circles are equally important in proactively building the relationships and skills students need to support one another and collectively address the challenges they face. Site administrators may employ restorative circles to restore and repair relationships when conflicts arise.

"THE BIG SEVEN"

There are seven main rules to follow while attending McAuliffe Middle School. Violation of these rules will result in a detention. These rules are listed below and explained in greater detail in subsequent sections:

VIOLATION	EXPECTED BEHAVIOR
Tardy	Be on Time
Gum chewing/littering	Keep Campus Clean
Inappropriate language, teasing, taunting	Speak Kindly

Cell phone, inappropriate technology use	Positive Digital Citizenship
Disrespect	Respect others/property/yourself
Disruptive behavior, horseplay	Keep hands to yourself
Dress code violation	Dress for success

GENERAL BEHAVIOR EXPECTATIONS

Students are to follow the directions of all school staff, including teachers, administrators, custodians, clerks, aides, secretaries, and district personnel. Disrespect toward any staff member will not be tolerated.

1. BE ON TIME

Students are expected to be on time for each class period throughout the day. If a student is experiencing locker trouble, needs to use the restroom, or has another extenuating circumstance, the student must communicate with their teacher prior to the tardy bell ringing. Students have a 5-minute passing period between classes.

2. KEEP CAMPUS CLEAN

We ask each student to do their part to keep the campus clean. Those responsible for littering will be expected to clean up other persons' litter as well as their own.

Gum chewing is not allowed anywhere on campus before, during, or after school. The consequence of chewing gum is an after-school detention.

3. SPEAK KINDLY

Students are expected to speak kindly toward one another and to every adult on campus. Profanity, hate speech, teasing, taunting, and other unkind language are not allowed.

4. POSITIVE DIGITAL CITIZENSHIP

Students may possess cell phones and smartwatches at school, **BUT** their use, including text messages, **is prohibited once students arrive on campus.** Students must turn off their devices while on school grounds. It is recommended that they store cell phones in their lockers during school hours. Students may not use their cell phones to take photographs or videos. These devices are brought to school at your own risk and the school is not responsible for anything that is lost or stolen.

If cell phones, air pods, or other personal property is used inappropriately at school, the item will be confiscated by a staff member and given to the Assistant Principal. The item will be held in the office and must be picked up by a parent or guardian and a consequence/detention will be issued.

Consequences for violating the Personal Property Policy, including cell/watch phone violations, are as follows:

- 1st Offense:** Detention
- 2nd Offense:** Double Detention
- 3rd Offense:** 2-hour Saturday School

5. RESPECT: OTHERS, PROPERTY, AND YOURSELF

Students are expected to respect the McAuliffe Community, including peers, adults, visitors, and themselves. Defacing school property or vandalism is not tolerated at any time. Students are expected to maintain an attitude of respect in person and online.

Students are not to bring marking pens to school except as requested by teachers for special projects. Permanent markers should never be brought to school.

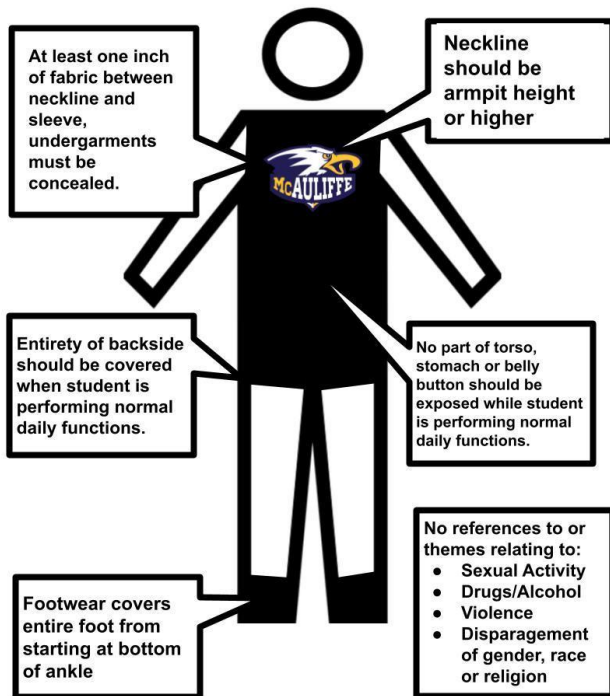
6. KEEP HANDS TO YOURSELF

Students must refrain from familiar contact at school, such as kissing, hugging, wrestling, horseplay, etc. Students are to keep their hands to themselves at all times.

7. DRESS FOR SUCCESS

Through consultation with a student focus group, parents, and staff, McAuliffe's revised dress code is gender-neutral and applied to all students while on campus.

MCAULIFFE DRESS EXPECTATIONS



DETENTION

Violation of "The Big Seven" will result in after school detention. Detention is from 3:15-3:55 M, T, & Th. Students must have

detention slips signed by parents to attend. If not signed by a parent, this can result in a double detention. Failure to serve detention may result in a double detention, Saturday School, or suspension.

OTHER GUIDING PRINCIPLES AND GUIDELINES:

In addition to "The Big Seven" the following guidelines, programs, and best practices are specifically designed to promote a safe and healthy environment for all students.

CONDUCT TO AND FROM SCHOOL

As a student of McAuliffe, you are expected to behave in a responsible manner on the way to and from school. You are expected to report directly to school after leaving home in the morning. You are to report home after school is dismissed unless you are participating in approved after-school activities. School rules and behavioral guidelines apply to you on your way to school as well as on your way home and every time you are present on campus for extracurricular activities and events.

Loitering (hanging out) on campus, on the outskirts of campus, in the street, or in surrounding neighborhoods is not allowed. Students must leave campus immediately following dismissal unless participating in a school-approved activity.

DRUG DETECTION CANINE

The Board of Education established a Substance Abuse Task Force in 2007 to ensure the health and safety of all students. The task force made a number of recommendations, one being the use of canine searches on all secondary school campuses. McAuliffe's campus and grounds will be randomly inspected during the school year. The detection canines are very friendly, non-aggressive retriever breeds and will not be used to search students. If a student is found to be in possession of a controlled substance through the use of the detection canine, parents will be notified and consequences will be issued.

VOLUNTARY DRUG TESTING

Drugs and alcohol among adolescents are a major concern for both educators and parents. The use of illegal substances can lead to harmful and even disastrous results for everyone involved. It is, therefore, important to empower students and parents to avoid the pitfalls associated with drug and alcohol use. To achieve this goal, the Los Alamitos Unified School District has implemented a Voluntary Drug Testing Program. The program is free of charge, confidential and non-punitive. Students who participate may, on a random basis, be selected to undergo a voluntary drug test. The tests will be administered on the McAuliffe campus during the school day in a private and secure location. All tests will be conducted by trained professionals. Information regarding the test results is confidential and will only be released to parents/guardians. No results, positive or negative, will be given to McAuliffe. If a test is positive, the testing company will provide referrals to appropriate counseling and rehabilitative services. The goal of the McAuliffe Middle School Voluntary Drug Testing Program is to enlist the assistance and support of parents to help our adolescents combat and win the fight against drug and alcohol use.

This program is based on parent consent indicated during the online registration process at the beginning of each school year. Parents/Guardians may choose to opt out of the program during the registration process.

HALL PASSES

No student is to be out of any class without a pass. In cases where it is essential for a student to be out, the proper pass must be obtained from the teacher. If a student leaves any classroom without permission from the teacher and/or a pass, the student will be considered truant.

STUDENT PERSONAL PROPERTY

Students may not bring personal items such as toy objects, air pods, cameras, large amounts of money, etc., to school. Personal property brought to school for a class assignment must be taken to the appropriate class before school and left there until the end of the school day.

LIBRARY / MEDIA CENTER

The Media Center at McAuliffe provides resources and instructional assistance in all areas of the curriculum at all grade levels. Students who live in an information society need access to a media-rich environment. The library/media program has the potential to implement, enrich, vitalize, and humanize the educational program. McAuliffe has two part-time staff members. Students are encouraged to use the Media Center for research work, recreational reading, and computer projects. Hours are Mon., Tues., and Thurs., 8:15 a.m. to 3:35 p.m.; Wed., 8:15 a.m. to 2:35 p.m.; and Friday, 8:15 a.m. to 3:25 p.m.

Students are responsible for books checked out in their name.

CARE OF TEXTBOOKS

Textbooks are issued free of charge to all students, who are then responsible for their care. The pupil's name must be written in ink in the proper space provided in each book. **Students will be required to pay for all lost books or books that are damaged and not returned in good condition.**

BREAKFAST/LUNCH CAFETERIA RULES

Breakfast/Lunch is a time of eating, relaxing, and enjoying friendships. In order for lunch to be a positive experience for all, the following guidelines have been established:

1. Orderly conduct is expected. No running, shouting, throwing food, sitting, or standing on top of tables.
2. Littering is prohibited.
3. No cutting or pushing in line.
4. Stay in designated areas during lunchtime.
5. Practice respectful table manners.
6. No food or drink is to leave the boundaries of the lunch area. This includes the basketball courts and student restrooms.
7. Noon supervisors have the right to enforce all of the above rules. Consequences will be assigned for improper behavior in the lunch area.

FOOD

Food is to be consumed in the lunch area only. All food and beverages are to be consumed and containers properly disposed of in the trash can. Students are not to take lunches or food into classrooms. In addition, shelled seeds and nuts are not allowed on campus.

FOOD ALLERGIES—Please be aware that there are students with life-threatening food allergies. Parents may not bring treats to classrooms. We appreciate your cooperation in our endeavor to keep all students safe.

Students with special diets who require reasonable accommodations in the cafeteria due to a disability or medical condition are required to submit a Medical Statement to Request Special Meals (found on the menu page/tab). For more information, please go to the Food Services website or call (562) 799-4592 x81115.

CANDY

1. No student should ever be in possession of large quantities of candy.
2. Candy sold for personal profit or for fundraising is not allowed.

ACADEMIC HONESTY

McAuliffe Middle School expects all students to demonstrate their authentic learning by abiding by ethical standards and honesty in all learning opportunities. Student learning outcomes are best assessed through honest, original work. **Our focus is on student learning, not grade earning!**

Guidelines for Academic Honesty

- Students are not to copy or give an assignment to another student to be copied.
- Students are to submit original work only. "Plagiarism" is defined as submission of any work that is not originally created by the student.
- Students are not permitted to use any unauthorized materials during an examination or major project.
- Supplying, duplicating, or sharing unauthorized materials with another student during an examination or major project is prohibited.
- Students are not to share answers to an exam.
- Students are not to sabotage or jeopardize the work of others.
- All answers on examinations and major projects must reflect the authentic work of the individual student.

HARASSMENT

Harassment is defined as conduct sufficiently severe or pervasive enough to have a negative impact on the victim's academic performance or to create an intimidating, hostile, or offensive

educational environment. Some examples of harassment may include but not be limited to:

1. Unwelcome leering, flirtations, or propositions.
2. Unwelcome hate speech, slurs, threats, derogatory comments, or degrading descriptions.
3. Unwelcome jokes, stories, drawings, pictures, or gestures.
4. Touching an individual's body or clothes in an inappropriate manner.
5. Purposely limiting a student's access to educational tools.
6. Retaliating against an individual who reports a violation.

Any complaint regarding harassment should be reported to the Principal or Assistant Principal immediately.

BULLYING

Bullying is defined as the pervasive, repetitive, intentional harassment of one person or group by another person or group. Students at McAuliffe Middle School are expected to treat each other with respect. If you are being bothered or bullied by someone, report the incident to a school staff member immediately. Remember that words have a life of their own – think before you speak.

SATURDAY SCHOOL

Truancies, excessive tardies, excessive detentions, or serious misbehavior may result in assignment to Saturday School. Saturday School is held from 8 a.m. to 12 p.m. on designated Saturdays.

SUSPENSION / EXPULSION

Suspension is the removal of a student from ongoing classroom instruction for a specified number of days. Suspensions may be served on campus or at home at the discretion of the administrator. Expulsion is the removal of a student from the Los Alamitos Unified School District.

SUSPENSION / EXPULSION -Ed Code

The following excerpts from the Education Code Section 48900 list the grounds for suspension or expulsion of students from school:

1. Caused, attempted to cause, or threatened to cause physical injury to another person.
2. Willfully used force or violence upon another, except in self-defense.
3. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
4. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance.
5. Unlawfully offered, arranged, or negotiated to sell any controlled substance (drug), an alcoholic beverage, or intoxicant of any kind, and then either sold, delivered, or furnished another liquid, substance, or material and represented it as a controlled substance (drug), alcoholic beverage, or intoxicant.
6. Committed or attempted to commit robbery or extortion.
7. Caused or attempted to cause damage to school property or private property.

8. Stole or attempted to steal school property or private property.
9. Possessed or used tobacco or any products containing tobacco or nicotine products.
10. Committed an obscene act or engaged in habitual profanity or vulgarity.
11. Had unlawful possession of, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia.
12. Knowingly received stolen school property or private property.
13. Possessed an imitation firearm.
14. Committed or attempted to commit a sexual assault or committed a sexual battery.
15. Harassed, threatened, or intimidated a student who is a complaining witness in a school disciplinary proceeding.
16. Engaged in or attempted to engage in hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events. Ed. Code 48900(q).
17. Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel. Ed. Code 48900(r).
18. Committed sexual harassment. Ed. Code 212.5 and 48900.2 (Grades 4-12 only).
19. Caused or attempted to cause, threatened to cause or participated in any act of hate violence. Ed. Code 48900.3 (Grades 4-12 only).
20. Intentionally engaged in harassment, threats of intimidation against school district personnel or students by creating an intimidating or hostile educational environment. Ed. Code 48900.4 (Grades 4-12 only).
21. Made terrorist threats against school officials and/or school property. Ed. Code 48900.7.

EXPULSION ON THE 1ST OFFENSE

- Students found to be **possessing, selling, or furnishing any firearm** will be subject to expulsion from the district on the first offense.
- Students found to be **selling any controlled substance** will be subject to expulsion from the district on the first offense.
- Students found to be **brandishing a knife at another person** will be subject to expulsion from the district on the first offense.
- Students found to be **committing or attempting to commit a sexual assault or committing a sexual battery** will be subject to expulsion from the district on the first offense.

BICYCLES / SKATEBOARD/ HELMETS

Students who ride bicycles/skateboards to school must observe these rules:

1. Students must stay on designated bike paths.
2. Students may not ride their bikes/skateboards on campus.
3. Students must have their own locks.
4. Students must wear their helmets.
5. Students must lock their bike helmets to their bikes or place them in their backpacks or lockers.
6. Students must put their bike/skateboards in designated racks and must lock items.
7. Students may not lock their bikes to other bikes.
8. The bike racks are secured from 9:00 a.m. to 3:10 p.m.

E-BIKES

Students must display a district-issued e-bike permit to ride an e-bike to school. Please email the Assistant Principal for details about obtaining the permit.

Student conduct on e-bikes, as well as regular bikes, is monitored by the Los Alamitos Police Department.

BUS REGULATIONS

- Be considerate of the property near the loading area.
- Line up in an orderly manner on the curb in preparation for boarding the bus.
- Present bus pass to the driver. **Passes are not transferable.**
- Take seats quietly. (Three students to a seat may be necessary.)
- Keep all parts of your body inside the bus.
- No food or drinks are allowed on the bus.
- Talk quietly and in an orderly manner.
- Keep hands, feet, and objects to yourself.
- Do not tamper with bus seats or equipment.
- Leave the bus quietly and carefully. Keep away from the side of the bus as it departs.

Students and parents sign an agreement regarding the bus rules of conduct (included in the registration packet). Violation of any of the above rules may result in immediate loss of bus riding privileges as outlined below:

- 1-5 days of riding privilege
- 20-60 days of riding privilege
- Remainder of the year

Students who forget or lose their student ID bus pass will be allowed to ride to school in the morning. The student will be responsible for obtaining a temporary bus pass from the attendance clerk before school or during lunch. (See "ID Cards")

DELIVERIES

The student must remember all books, lunches, and assignments and not ask parents to bring missing supplies to school. However, in an emergency, parents may leave items in the office for delivery to students. A Personal Property Delivery Form must be completed and attached to items for delivery. Remember, every delivery interrupts classes, stops instruction, and takes office personnel away from their tasks. Additionally, items such as balloons and

flowers will remain in the office until the student picks them up at the end of the school day.

In order to maintain a safe campus environment, **the school WILL NOT permit deliveries from third-party vendors (for example, UberEats, Door Dash, Postmates, etc.)**

LOCKERS

All students will be issued a locker and a combination lock. Grade 7 and Grade 8 students may use their locks from the previous year. **STUDENTS MUST USE A MCAULIFFE-ISSUED LOCK.** Lockers are issued to students as a convenience by the school. **Lockers are subject to inspection at any time.** It is very important for parents to realize that the street lockers are attached to the outside structure of our buildings and are therefore vulnerable, especially outside the school day hours and on weekends. **Because of their location, we are sorry that the school cannot be responsible for damaged or stolen locks or property contained in these lockers. When books are issued, they become the responsibility of students and parents. We encourage students to take books home on weekends, particularly over holidays.**

LOCKER PROBLEMS

If a student is unable to open their locker during passing period, they must report to class before the tardy bell rings and inform their teacher. A jammed locker is not an excuse for being tardy to class!

LOCKER RULES

Your locker is for personal use only.

- Stickers, contact paper, paint, wallpaper, deodorizing sticks, etc., are not permitted in lockers.
- Magnetized mirrors and non-permanent organizers are acceptable.
- Do not try to put more than one backpack in a locker.
- Make sure all backpack straps and clothing are safely inside the locker before closing.
- All students are responsible for items left in lockers.
- Do not share your locker or locker combination with any other students.

LOST AND FOUND

Students are to assume responsibility for loss or damage to their personal property. School personnel attempt to provide for the protection of property, but the school is not responsible for the replacement of locks and personal items. Students are encouraged to write their names on all personal belongings. Students are asked to return items they find to the office.

A lost and found rack is located in the breezeway by the main office. Note: Items not claimed from lost and found at the end of each quarter will be donated.

STATE ASSESSMENTS

McAuliffe Middle School students participate in California State Assessments in the spring of their 3rd, 4th, 5th, 6th, 7th, 8th, and 11th grade year. These assessments demonstrate student achievement and are tools that teachers use to customize and modify instruction to best meet the needs of all students. Parents may opt out of a state assessment by submitting a request in writing to the school. In California, assessment results are linked to high school graduation, college access, and career readiness.

DEMERIT SYSTEM

The McAuliffe Demerit System is designed to strengthen the values of our community as well as respect and appreciation for one another. When a student's behavior contradicts the core values of McAuliffe Middle School (community, inclusion, academic excellence, civic responsibility, and kindness), the student will receive demerits. If the violation is more serious, a student may receive several demerits depending on the severity of the infraction. A suspension earns 5 demerits plus one additional demerit for each day of suspension.

McAuliffe's extracurricular program is designed to celebrate student achievement and success. Students are encouraged to maintain exemplary behavior and keep their demerits below 10 so that they may continue to participate in the opportunities available at McAuliffe.

<u>Consequence</u>	<u>Demerit</u>
1. Referral to Office	1
2. Detention	1
3. Citizenship "N"	2
4. Citizenship "U"	4
5. Saturday School	1 per hr.
6. Suspension	5

Extra-Curricular Activities

We want all students to participate in our many activities and opportunities to connect to school. However, students with 10 or more demerits per quarter are not able to participate in lunchtime privileges, assemblies, intramurals, clubs, field trips, and student activities for the quarter in which the demerits were earned. Students will start fresh each quarter as we believe in new beginnings and new opportunities for students to be included in the McAuliffe community.

8th Grade Activities

Eighth grade students with 10 or more demerits at the end of the school year may not be included in all 8th grade end of year activities (Awards Night, Knott's Berry Farm, Cal State Long Beach, Field Day, Track Meet, Promotion, etc.).

ACADEMIC HONESTY CODE

McAuliffe Middle School expects all students to demonstrate their own authentic learning by abiding by ethical standards and demonstrating honesty in all learning opportunities. Student learning outcomes are best assessed through honest, original work. **Our focus is on student learning, not grade earning!**

PARKING TIPS AT MCAULIFFE MIDDLE SCHOOL

Parking at every school is a challenge. At McAuliffe, we are constantly seeking to ensure safe egress and regress for every student. There are no exceptions to these rules, as we seek to ensure the safety of every child.

We recommend designating a spot off campus to safely meet your student. This reduces congestion in both parking lots and creates a safer environment for all.

Bloomfield Parking Lot

1. This lot is for loading and unloading students from 8:00-9:00 and 2:00-3:00. We ask that parents do not park in the stalls unless they are coming onto campus for school business.
2. Vehicles must pull all the way forward toward the Amphitheatre before unloading students, please do not stop at the gate near the bike rack.
3. Please do not park in the aisle ways between parking stalls.
4. Students are NOT allowed to cross traffic to enter a vehicle. Students must be picked up in the line of traffic closest to campus.

Cerritos Lot

1. This parking lot is reserved for our school buses between 8:15 and 9:00 and again from 2:45 to 3:25; we cannot allow the loading and unloading of students during this timeframe.
2. Visitor parking spots are available for parent parking.
3. Parents may pull into the loading zone between 9:00 and 2:45 for the immediate loading and unloading of students and for brief office visits.

Cerritos Avenue

1. The white zone on Cerritos Avenue is for passenger loading and unloading.

Bell Schedule



2024-25 School Year

Regular Bell Schedule

'0' Period	7:45 – 8:30
Period 1	8:45 – 9:34
Period 2	9:39 – 10:24
Nutrition	10:24-10:29
Period 3	10:34 – 11:19
Period 4	11:24 – 12:09
LUNCH 1 (6th grade)	12:09 – 12:40
Period 5 (6 th grade)	12:45 – 1:30
Period 5 (7 th /8 th grade)	12:14 – 12:59
LUNCH 2 (7th/8th grades)	12:59 – 1:30
Period 6	1:35 – 2:20
Period 7	2:25 – 3:10

Early Release WEDNESDAY Bell Schedule

'0' Period	7:45 – 8:30
Period 1	8:45 – 9:23
Period 2	9:28 – 10:04
Nutrition	10:04-10:09
Period 3	10:14 – 10:50
Period 4	10:55 – 11:31
LUNCH 1 (6th grade)	11:31 – 12:02
Period 5 (6 th grade)	12:07 – 12:43
Period 5 (7 th /8 th grades)	11:36 – 12:12
LUNCH 2 (7th/8th grades)	12:12 – 12:43
Period 6	12:48 – 1:24
Period 7	1:29– 2:05

MINIMUM DAY Bell Schedule

'0' Period	7:45 – 8:40
Period 1	8:45 – 9:05
Period 2	9:10– 9:40
Period 3	9:45 – 10:10
Period 4	10:15 – 10:40
Period 5	10:45 – 11:10
Period 6	11:15 – 11:40
Period 7	11:45– 12:10

NO DETENTION / NO STUDY HALL



Office Staff

Principal	Mr. Courtemarche
Asst. Principal	
Counselor	Mrs. Olmstead
Psychologist	Mrs. Bergeron
School Office Coordinator	Mrs. McCulloch
Registrar	Ms. Wood
Attendance Clerk	Mrs. Treasure
ASB Clerk	Mrs. Strang
District Nurse	Mrs. Lawrence
	Mrs. Catania
School Nurse	Mrs. Pineda
Wellness Counselor	Dr. Jensen

Custodial Staff

Mr. Callanan
Mrs. Bettencourt
Mr. Mims

Cafeteria Staff

Mrs. Marchese
Mrs. Breedlove
Mr. Crepeau
Mrs. Gupta
Ms. Velasquez

Media Center Staff

Media Center Aide	Mrs. Foremski
Media Center Aide	Mrs. Jackson

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