



CMMS Student Handbook

2024 | 2025

Our *Vision* at Cougar Mountain Middle School

Is for ALL students to be competent, confident, compassionate and prepared to be successful in the world.

Our *Mission* at Cougar Mountain Middle School

Is to foster a safe and respectful learning community where equitable opportunities, collaboration, support, and safety promote each student's success and ability to positively impact our society.

Our *Goals* at Cougar Mountain Middle School

- Equitable opportunities for each student to get what they need to be successful
- Engagement of parents and community
- Diversity, cultural inclusion, mutual respect, and fairness
- All stakeholders accountable for results
- Set high expectations with high support

WELCOME COUGARS!

Students of Cougar Mountain Middle School,

Welcome to Cougar Mountain Middle School, home of the Cougars! Cougar Mountain is a school with high academic and behavioral expectations. We will teach you behavioral expectations as well as help you become high school and college and career ready through the classes you take and the experiences you have.

You will be challenged on a daily basis to do your best at Cougar Mountain. We expect all of our students to be the best person they can be. We expect you to attend school every day and be on time to all classes, complete your daily assignments, and follow building-wide expectations.

We teach all students and staff Cougar Pride, which is exhibited by staff and students every day. We are confidently committed to being safe, respectful, responsible, and always learning while at Cougar Mountain. Students are recognized daily for showing Cougar Pride expectations.

This handbook is a guide to help you succeed and is a resource for you throughout the year if you have any questions about our policies and procedures. This handbook is not all-inclusive of all the district and school rules and policies.

We hope you have a great year!! COUGAR PRIDE!

Brittany Corpuz

Principal

Carina Pierce

Assistant Principal

Becky Lovern

Associate Administrator

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ACTIVITY BUS

The activity bus is available to students who normally take the bus to and from school. Students need to meet the activity bus in the back of the building in the bus turnaround at 4:05. The bus will depart at 4:15. Students participating in a club, sport, activity or who stay after school for homework help with a teacher may take the activity bus with a bus pass. Students must get a bus pass from their teacher, coach, or advisor showing they were a part of a school sponsored activity. Students without a bus pass will not be allowed to take the bus. Students must also know their home address in order to successfully transfer at the high school. The activity bus runs Monday-Thursday. There is no activity bus on Fridays, other than the first two weeks of the athletic season.

ASSEMBLIES

All students need to be safe, respectful, and responsible during assemblies to ensure everyone involved is having the best possible experience, everyone is learning what is necessary, and celebrations are positive and promote school spirit and culture.

Assemblies are considered to be another opportunity for a valuable learning experience. Some assemblies are designed to support school spirit and a positive school climate. Other assemblies are educational in nature. Those students who have received multiple lunch detentions or other progressive discipline may lose privileges such as assemblies, dances, or other social/extracurricular events. Students are expected to show the Cougar Pride attributes of being safe, respectful, and responsible during all assemblies. Those students who choose not to follow this expectation will be subject to disciplinary action including not being able to attend the next school assembly. ([Return to top](#))

ASSOCIATED STUDENT BODY (ASB) & LEADERSHIP

The Associated Student Body (ASB) of Cougar Mountain Middle School consists of every student here at CMMS. The Executive Board (ASB Officers) represent the student body and plan school events and activities.

ASB cards support all student athletic, club, and extracurricular activities at CMMS.

Students who purchase an ASB Card receive the following benefits:

- Discounts on dances and extra-curricular CMMS events.
- Reduced prices on Bethel School District athletic and cultural events.
- It is required in order to participate in clubs, music programs, and athletics.

ASB Card Fee: \$40

All families are required to complete the *Family Income Survey* (available through *ParentVue*). Students who qualify for reduced or waived fees will have them automatically corrected in the InTouch purchasing system. Contact our ASB Clerk for additional details.

How can students be a part of student government at CMMS?

- Ask the ASB advisor or ASB clerk for details
- Run for office
- Become a classroom representative
- Sign up for leadership class

ASB Hours

The ASB office will be open before school and during all lunches Monday - Friday.

For ASB questions, contact the ASB clerk, Mrs. Lathrom, at 253-800-8082.

Cougar Mountain Middle School's Leadership class provides students with experiences that contribute towards physical growth and development, organization, leadership and social skills. Contact Mrs. Schouviller (jschouvill@bethelsd.org) or Mrs. Cole (ccole@bethelsd.org) if you would like more information or have any questions.

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ATHLETICS

All 6th-8th grade students at Cougar Mountain Middle School are encouraged to turn out for a sport. Student athletes are expected to maintain high academic and behavioral standards, as well as show good sportsmanship both on and off the field. (See [Bethel School District Athletic Handbook](#) for details) Teachers and coaches work with student athletes on an individual basis to set and maintain goals

that will benefit the student, team, and school. In addition, students must be in attendance at least one half day to participate in practice. On contest days, students are expected to attend and participate in ALL classes on the day of the scheduled activity and the day after (if competition is held on Mon-Thursday). Students are required to pay a participation fee established by the Bethel School District. This fee must be paid by the FIRST competition.

There are financial obligations required to participate in the many athletic programs hosted at Cougar Mountain Middle School. All student athletes are responsible for purchasing the following:

ASB Card (\$40)

Team members (including team managers) are required to purchase ASB cards. Associated Student Body funds are used to purchase equipment and supplies.

Participation Fee (\$30)

Team members are required to pay the participation fee as established by the Bethel School District. These fees help pay for insurance, transportation, supervision, and officials. Payment of the participation fee allows a student to participate, but does not guarantee playing time. Playing time is the responsibility of the coach.

All fees are due prior to the beginning of student participation in contests. All families are required to complete the Family Income Survey (available through ParentVue). Students who qualify for reduced or waived fees will have them automatically corrected in the InTouch purchasing system.

Instructions for signing up for a sport are below, and can also be found [HERE](#).

To try out for a sport, a student must complete/sign all of the following:

- A current physical on file in the school health office (good for 13 months)
- Meet the current season's grade requirements: No more than one D, I, or F at one time. Fall sports will consider the previous spring's grades.
- All forms must be completed online through the [ParentVue](#) portal/app.
- ASB card purchased ([paid through BSD's InTouch System](#) or through [ParentVue](#) portal/app)
- "Pay to Participate" fee paid ([paid through BSD's InTouch System](#) or through [ParentVue](#) portal/app)

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Sports offered by season, all students are welcome to play all sports except football; Football is for 7th and 8th grade students only.

Fall	Winter 1	Winter 2	Spring
Girls Fastpitch	Girls Basketball	Boys Basketball	Girls Volleyball
Boys Baseball	Boys & Girls Wrestling	Girls Soccer	Girls Cross Country
Boys & Girls Track		Boys Soccer	Football (No 6th grade)

**Track, Wrestling, Cross Country, and Football are non-cut sports. All students who are eligible will be on the team.*

The Bethel School District Middle School Athletic Schedule for 2024-2025 can be found [here](#).

All athletes will be held accountable to academic and attendance expectations throughout the season. Students must be passing 5 of 6 classes with a C or higher. Students not meeting academic or attendance requirements, will not be allowed to participate in athletic contests for the week. Opportunities to attend academic support in place of practice will be provided each season. Coaches will check the gradebook weekly.

Equipment and Uniforms – School Issued

School equipment checked out by the student athlete is their responsibility. They are expected to keep it clean and in good condition. No alterations are allowed. Fines will be placed on accounts for the full cost of the replacement uniform if altered. Contact your coach or AD for issues with uniform sizing.

Loss of issued equipment or damage to issued equipment will be the student's financial obligation. Issued equipment is to be used only while participating with the team in practice or during a contest. If coach's desire, players may wear their jerseys to school on game days. However, they are not to be worn at other times without their coach's prior permission.

School uniforms imply school sponsorship and may be worn only during the WIAA season for that sport.

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ATTENDANCE

To report an absence, call: (253) 800-8092 or Login in to ParentVUE

At Cougar Mountain Middle School, we expect all students to attend every class daily. Learning at Cougar Mountain is designed to take place in class. We recognize a direct correlation between attendance and achievement: students that miss more than 10% (2 days a month) of the school year experience far less growth. Excused absences count towards a student's attendance percentage. Daily attendance is one of the keys to a student's educational success. Every subject taught requires a student's active and continuous involvement in order to develop skills and knowledge of the particular subject. Most classroom experiences cannot be duplicated on an individual basis; an absent student loses the experience of lecture, practice, discussion, group work and participation.

Cougar Mountain's attendance policies and procedures are in accordance with Bethel School District policies #3121-3124. They are summarized below. Full language of the policies is available upon request or at the links below.

Daily Attendance - [District Policy 3121](#)

Parents are responsible for sending their children to school as required by RCW 28A.225.10; to make sure their children are in school on time each day; to encourage their children to come to school with a mental attitude which fosters learning; to communicate accurately with the school concerning their child's absence.

Students are responsible for attending school regularly and remaining in school until they are officially excused. Any student whose absence is not excused shall be the focus of remedial efforts and subject to progressively severe disciplinary actions.

Teachers are responsible for notifying students of the attendance policy in their classes and reporting student attendance; requiring written excuses from a parent or guardian for all cases of students' absences; for bringing to the attention of parents students' attendance patterns that may adversely affect a student's academic growth.

Excused Absences - [District Policy 3122](#)

Regular school attendance is necessary for mastery of the educational program provided to students. Students at times may appropriately be absent from class. Absences due to illness or a health condition; a religious observance, when

requested by a student's parents; school-approved activities; family emergencies, required by law, disciplinary actions or short term suspensions shall be excused. The principal may, upon request by a parent, grant permission in advance for a student's absence providing such absence does not adversely affect the student's educational progress. A student, upon the request of a parent/guardian, may be excused for a portion of a school day to participate in religious instruction provided such is not conducted on school property, or involves the school to any degree.

Pre-Arranged Absences - [District Policy 3122](#)

Students whose parents pre-approve their absence for 3 or more days need to fill out a Prearranged Absence Form. If the activity is not of educational value and adversely affects the educational progress of the student, the principal may deny approval of a prearranged absence. The following are steps for a pre-arranged absence:

1. Bring a note from a parent or guardian.
2. Get a *Planned Absence Form* from the district website.
3. Turn the signed form into the Attendance Office at least 3 days prior to leave.
4. Students will make up all work and tests as determined by their teachers.
5. It is a student's responsibility to check with teachers about work that is to be made up and when the work is to be turned in.

Make-Up Work - [District Policy 3122](#)

A student will have the right to make up work for an excused absence *provided arrangements are made with the teacher to do so within a reasonable length of time*. A student may be required to make up work for unexcused absences.

Attendance and Activities

Any student participating in an after school or evening activity is expected to attend classes on the day of the scheduled activity. Students must be in attendance at least one half day to participate in practice, that means you need to be at school for at least three full periods of the day. On contest days, students are expected to attend and participate in all classes on the day of the scheduled activity. This means students need to arrive at school within the first half of the first period and remain at school the entire day. Attendance for all classes the following day is also expected. For weekend activities, attendance in classes the previous Friday is required. Failure to comply with these attendance regulations may result in a student being declared ineligible and not allowed to participate.

Excused or Unexcused Absences

Parents are asked to call the Attendance Office or log into ParentVue in the morning if their child will not be attending school that day. Absences for illness or doctor/dentist appointments are excused. If a student missed the bus, overslept, stayed up too late the night before, parent drops student off late, etc. are considered unexcused absences. Parents have a responsibility to make sure their children are in school on time each day as required by RCW 28A.225.010. Students having 7 or more unexcused absences in a month or 15 total absences in a year may be referred to the Juvenile Justice System, known as the Becca Law.

To be excused, absences must have a note from the parent/guardian by the day students return to school. Excessive absences will lead to parent contact, counseling, and referral to administration. Excessive excused absences that negatively impact students' academics may still be referred to a Becca conference.

Please also be aware of the following district-approved excused and unexcused reasons to be absent or tardy:

Excused Absences	Unexcused Absences
Sick/Injury/Health	Slept Late
Family Emergency	Parent Running Late
Doctor/Dentist Appointment	Missed the Bus
Religious Observance	Car Trouble/Traffic
Suspension	Late Night/Activity
Court/Legal Appointment	Late Ride or No Ride
Bereavement	Babysitting Siblings
School-Authorized Activities	

Late Arrival

Students who arrive at school after first period has begun must report to the attendance office to check in and receive a pass to class.

Early Departure

Parents will come to the ASB door.

Student is called down (no escort/make sure student goes to ASB door)

Attendance clerk will check ID at the door and have parent sign out

Students will then exit the ASB door

State law requires a parent/guardian must provide written or phone contact to report a student's absence or tardy. The 24 hour message number is (253) 800-8092. Either contact method requires the following information to be provided:

Late, Absent, and Returning from an Absence

- Date of note
- Date of absence
- Specific reason for absence
- Time of dismissal (if appropriate)
- Signature of parent/guardian
- Contact number

Students who return from an absence need to report to the attendance office to check in before the school day begins. If a student has frequent absences for illness, the school may require that the parent/guardian provide a note from a doctor excusing the absence. If a student is absent 15 or more times, a doctor's note may be required.

BECCA Conferences

Unexcused absences are subject to a BECCA conference. The BECCA Bill supports the state mandate for students to attend school regularly. When a pattern of attendance concerns become evident, parents will be called in for a conference, at which time attendance and grades will be reviewed to initiate an action plan for attendance and making up assignments.

School Work Requests

If a student is absent for 3 or more days, the parent/guardian can request school work to be collected from teachers. Requested school work can be collected the following day at 2:00 either in person or digitally depending on the subject and materials needed.

Early Dismissals

To be dismissed early from school for an appointment you must bring a note to the attendance office before school signed by your parent or guardian stating the time and reason and receive an early dismissal pass. Phone calls or emails will not be accepted. Parents must pick up students in the office and sign them out at that time. Parents will be asked to show picture identification. If your student is to leave school with someone other than the parent/guardian, the person must be listed on the emergency contact list.

Tardiness

We expect all Cougar Mountain students to be on time to each class on a daily basis. If a student is tardy 4 or more times to class, the student will be subject to progressive discipline.

Students are allowed 3 minutes of passing time. Being on time to class means being in the teacher's classroom when the bell begins to ring and students are following the teacher's expectations for the start of class. Students not meeting this expectation will be considered tardy and progressive discipline steps will apply. If a student is more than 5 minutes late to class they will be considered to be skipping that class and appropriate discipline will apply. Below is generally how progressive discipline will work with regard to tardies (this includes excused tardies). CMMS will allow parents to excuse up to 3 tardies that are not normally excused such as: car issues, slept in, missed bus, etc. Administrators will make the final decision regarding consequences.

Amount of Tardies Per Trimester	Consequences
1-3 tardies	Verbal Warning
4-5 tardies	Lunch Detention assigned by Teacher
6 or more tardies	After School Detention with Progressive Discipline

If you have any attendance questions, call (253) 800-8092

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BUS TRANSPORTATION/BUS PASSES

[Bethel Transportation](#) - Bethel School District Bus Rules

The following rules and relations apply to all students using school district transportation to and from school and school-sponsored activities and events. Please see BSD [Board Policy 6630.2](#).

1. While loading, unloading, or being transported, the student is under the jurisdiction of the driver whose reasonable direction must be obeyed. Consequences can be assigned from transportation and CMMS for student misbehavior on the bus.
2. With the exception of ordinary conversation, students shall observe regular standards of classroom conduct on a school bus.
3. The student shall ride a regularly-assigned bus and depart at their assigned stop unless specifically authorized to ride another by the building representative, director of transportation or designee.
4. Eating and drinking on the bus is not permitted.
5. Items that interfere with the safety of students and driver are not permitted (i.e. animals, insects, breakable containers, chemicals, explosives, balloons, skateboards, etc.).
6. Students shall not have or use tobacco products, drugs, alcohol, paraphernalia, matches, lighters or any other flammable or sparking device on the school bus.
7. Students may take only those music instruments that can be secured on the student's lap or between their legs and that won't disrupt the loading and unloading of students, (i.e. flute, clarinet, trumpet, violin, trombone, and alto saxophone are allowed). Drums, tenor saxophone, cello, bass, baritone horn, and French horn are not allowed.
8. Students shall remain seated while the bus is in motion and are not to get up until the bus has come to a full stop.
9. Students shall board the bus in an orderly manner and remain within the bus driver's view at all times.
10. Students shall cross the highway in front of the bus only after verifying it is safe to do so and after obtaining the consent of the driver.
11. Students shall leave home in time to arrive at the bus stop five (5) minutes prior to bus stop time.
12. At the bus stop, students shall remain out of roadways and avoid pushing, shoving and damaging private property surrounding the bus stop.

13. Students who must walk along a highway to and from a bus-loading zone must walk where practicable on the left-hand side of the road facing oncoming traffic. This also applies to students leaving the bus-loading zone in the evening.
14. In the event of an emergency, students shall follow emergency procedures as established by emergency exit drills.

Bus Passes

Per Bethel School [Board Policy 6630.2](#), in order to ride a different bus than has been assigned to a student or to get off at a stop other than the assigned bus stop, students need to bring a written note from their parent/guardian that specifically addresses the change requested. Phone calls will not be accepted. This note needs to be turned in before school and no later than 1:00 pm. Bus passes may be picked up during lunches or immediately after school. Students must have a bus pass to give to the bus driver notifying the bus driver of the change.

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BICYCLES/SKATEBOARDS/WHEELS

The safety of all students is our number one priority at Cougar Mountain. Because of the traffic on our adjoining streets, we encourage all students to ride the bus to school. Those students living within a one-mile radius of CMMS may choose to ride their bike to school. Students must provide a lock to secure their bike. Students who ride their bikes to school cannot enter the school campus until at least 6:45 am. *Students should wear a helmet when riding their bike to school.* Bikes must be walked once on campus; students may NOT ride their bikes on campus. Skateboards, roller blades, skates, and scooters are not allowed at Cougar Mountain Middle School, or any other Bethel School District campus.

Parking Lots, Bike Racks, and Driveways

Although the district provides bicycle racks, driveways, and parking lots for the use of students, employees, and the public, the district assumes no liability for loss or damage occurring in connection with their use. All persons who use such facilities do so at their own risk. [\(Return to top\)](#)

BUYING/SELLING PERSONAL ITEMS AT SCHOOL

Do not bring items to sell at school including food, drinks, candy, or any other personal items. Purchasing of items from other students is also not allowed at school. [\(Return to top\)](#)

BEHAVIOR EXPECTATIONS

- Be actively engaged in the lesson
- Maintain a safe environment
- Maintain a clean environment
- Screens down when asked
- Only one earbud in while at school for safety. Earbud use in classrooms is only with teacher permission.
- You may only use your phone with specific permission from your teacher. Phones should not be seen otherwise (stored in your bag/backpack, not on desk or in pockets)
- Universal dress code ([Board Policy 3324](#))

Cougar Mountain Middle School prides itself on creating a safe environment where all students can learn. Cougar Pride is exhibited by staff and students every day. We want you to learn in a positive and supportive setting. We expect students, staff, and community members to be committed to Cougar Pride by being safe, respectful, responsible, and always learning. We show Cougar Pride on a daily basis!

	Respectful	Responsible	Safe
<p>Hallways. Bathrooms. Water Stations</p>	<ul style="list-style-type: none"> ● Keep voices at level 0-1 and do not disrupt classrooms or activities in session ● Give others privacy when in the bathroom ● Return to class as quickly as possible ● Respond respectfully and appropriately to any adult who speaks to you ● No phone use in the bathroom 	<ul style="list-style-type: none"> ● Have permission and sign out of the classroom for bathroom or water stops ● Have a signed green hall pass when going anyplace else ● During passing, check in with teacher before using bathroom ● Go directly to the intended location ● Use the location for its intended purpose ● Report any unsafe situations or behaviors to an adult immediately ● Do not engage with fellow students in the hallways ● No phone use in the bathroom 	<ul style="list-style-type: none"> ● Have permission and sign out of the classroom for bathroom or water stops ● Have a signed green hall pass when going any place else ● Walk directly to and from the intended location, hands and feet are kept to self ● Report any unsafe situations or behaviors to an adult immediately ● Flush and wash hands when using the bathroom ● No phone use in the bathroom ● No backpacks in the bathroom

	Respectful	Responsible	Safe
Classrooms	<ul style="list-style-type: none"> • Phones out of sight in bags/backpacks (not pockets) • School appropriate language • Low to moderate volume • Positive intent • Follow classroom norms, procedures routines and teacher directions 	<ul style="list-style-type: none"> • Be on time • Stay in class the whole period • Know and use procedures for retakes, test corrections, absent work, etc. • Complete your work • Engage by participating in class • Ask questions and provide support • Come to class prepared 	<ul style="list-style-type: none"> • Push chairs in when you stand up when directed by your teacher • Keep hands, feet, and other belongings to yourself • If allowed, one earbud in at a time
	Respectful	Responsible	Safe
Cafeteria	<ul style="list-style-type: none"> • Help clean when asked, regardless of who made the mess • Stay in your chosen seat unless given permission to get up (to throw garbage away, to use the bathroom, to go outside) • When allowed, go outside after 15 minutes and when dismissed from seat 	<ul style="list-style-type: none"> • Sit at chosen seat in the cafeteria • Use respectful language • Follow all adult instructions • Raise hand to be dismissed by an adult to dispose of garbage, use the bathroom, or go outside • Voice level 1 or 2 	<ul style="list-style-type: none"> • Eat at assigned seat • Remain seated until dismissed by an adult for garbage, bathroom, or privileges • Throw all garbage away • Report spills to custodian or supervising adult • Consume YOUR food and beverages in cafeteria only. • Do not share food. • When dismissed, walk directly to destination quietly

	<ul style="list-style-type: none"> ● Stay within designated boundaries ● Keep hands and feet to yourself ● Do not share food ● No phone or iPad use while speakers are on the mic ● No phone use in lunch line 		
	Respectful	Responsible	Safe
Courtyard	<ul style="list-style-type: none"> ● Stay inside yellow boundary ● Keep hands to self ● No food or drink outside ● Appropriate behavior/language ● No personal sports equipment/toys etc. 	<ul style="list-style-type: none"> ● Water only ● Follow CMMS courtyard expectations ● Respect adult supervising area ● No horseplaying ● Be kind to others 	<ul style="list-style-type: none"> ● When dismissed, walk back into the lunch room ● No disturbing classes in session ● No running or horseplay ● Report any dangerous activity to an adult
Assemblies	<ul style="list-style-type: none"> ● Enter quietly and follow teacher to designated area ● Be seated with your teacher and class ● Follow staff directions upon dismissal 	<ul style="list-style-type: none"> ● Voices at level 0 when someone is speaking ● Cheer for your peers/team ● Positive comments welcome ● Listen and follow directions 	<ul style="list-style-type: none"> ● Stay seated unless otherwise directed ● When standing, be aware of others around you ● Keep hands and feet to self ● Keep feet off seats when standing; use stairs to enter and exit the bleachers

	Respectful	Responsible	Safe
<p>iPads BSD iPad Student Expectations</p>	<ul style="list-style-type: none"> ● Use only your own device ● Pictures and video can only be used with staff permission ● Before you take a picture/video of another person (staff or students) you must have permission from that person (staff or students). ● Use iPad only when asked by staff member. ● Your iPad is a tool for learning like a textbook and is on loan from the district. It is not your personal property. 	<ul style="list-style-type: none"> ● Bringing a charged iPad to school daily ● By 7:15, be logged into myBethel and have bluetooth on ● “Screens down” when expected. ● Use earbuds/ headphones when given permission by a staff member ● Music is only appropriate when the teacher and lesson require it. ● Only BSD accounts and credentials are used on the device, and only BSD approved apps, tools and resources are used. ● No one other than the assigned student is allowed to use the device. 	<ul style="list-style-type: none"> ● Keep your case on at all times; removing the BSD-issued case voids the district damage coverage. Student will be 100% responsible for any damage costs. ● Screens off and sound off in the halls during passing. ● iPads & cell phones should not be visible in the bathrooms, locker rooms, and health room. ● Keep iPad secure in hand(s) when walking around in classroom/school. ● Keep all passwords and passcodes private ● Only the “owner” of the iPad will touch and use the iPad ● Students are responsible for managing their accounts. A good digital citizen

			memorizes and documents password changes and does not share them with others ever.
Buddy Room	<ul style="list-style-type: none"> • Quietly enter the buddy room • Quietly go to the buddy room seat and sit down 	<ul style="list-style-type: none"> • Complete the buddy room form • Return to class • Discuss behavior choices with teacher 	<ul style="list-style-type: none"> • Leave and enter classrooms quietly without disturbing instruction or fellow students.
	Respectful	Responsible	Safe
RTI Pride Time	<ul style="list-style-type: none"> • Be in assigned RTI on time • Level 0 - working independently • Level 1 - getting help from teacher • Follow expectations of classroom teacher (your advisor or not) • If work involves sound, use headphones or earbuds 	<ul style="list-style-type: none"> • Choose sessions for the entire week on Monday • Choose sessions you NEED • Know your session and location before 7:05 each RTI day • Doing expected/assigned activities only • Know StudentVue login • Have fully charged iPad • Bring all belongings to Pride Time location and STAY until 7:48 am 	<ul style="list-style-type: none"> • Seated in assigned/designated location • Follow all classroom expectations, both schoolwide and teacher-specific • Keep hands & feet and items to self

	Respectful	Responsible	Safe
StudentVUE / Canvas	<ul style="list-style-type: none"> • Maintains appropriate class time use • Protect grades from others • Voice level 0 	<ul style="list-style-type: none"> • Memorize login information • Check grades regularly and at appropriate times • Check grades before asking teacher what needs to be redone/turned in • Ask teacher for clarification before/after class/during advisory or core only • Make an appointment with teacher to improve grade 	<ul style="list-style-type: none"> • Keep login information private
Personal Hygiene	<ul style="list-style-type: none"> • We all work in groups and with partners. Be respectful and brush and floss your teeth before you leave your house • Apply proper amount of deodorant when 	<ul style="list-style-type: none"> • Keep extra deodorant inside your bag or PE locker • Spray-on deodorant/body spray is not allowed at CMMS • Wash your clothes regularly to ensure proper hygiene 	<ul style="list-style-type: none"> • Proper hygiene keeps bacteria from forming • Proper hygiene keeps viruses and illness at bay. • Poor Hygiene can lead to infections, if you leave wounds or cuts untreated

	leaving your house or PE.		<ul style="list-style-type: none"> • Washing your hair regularly can keep dandruff and lice from forming • Spray on/aerosol deodorant, body spray, perfumes or colognes can cause severe health/respiratory reactions. They are not allowed at CMMS.
Evacuation	<ul style="list-style-type: none"> • Use voice level 0 • Face forward and listen to instruction from staff • Keep hands and feet to self 	<ul style="list-style-type: none"> • Use voice level 0 • Line up in front of your current teacher • Patiently wait in line during evacuation • Wait to be dismissed back to class • Take evacuation seriously 	<ul style="list-style-type: none"> • Walking in the hallway/outside • Using voice level 0 • Keeping hands/feet to self • Walk with class out to field and then find current (or next if during passing) teacher • When dismissed, walk back to class

Students are responsible for their own behavior and actions at school and are held accountable for the rules and expectations stated in this handbook and the [Student Rights and Responsibilities](#) reviewed and available on the CMMS district website. All rules are subject to change at administrator discretion due to the needs of the building. Attempts to notify parents will be made to explain changes to school rules via school website, emails and the school newsletter. School administrators will also make the final decision regarding discipline based on areas not clearly defined in the handbook.

The use of Buddy Rooms and the required processing form is a portion of the Cougar Mountain Behavior Policy, but it is not discipline in itself. Teachers will use buddy rooms and the processing form when students choose low-level behavior infractions in the classroom. The time spent in the Buddy Room is intended for reflection and an opportunity for both student and teacher to discuss what is

keeping the student from actively engaging and learning. Teachers generally do not call home when a student completes a buddy room processing form as this is part of each staff member's classroom culture and management plan.

Violations of school rules at school, at school sponsored events, or in areas under school jurisdiction will generally be dealt with as follows:

Level 1- Procedural Offenses

In cases such as, but not restricted to, low level disruptive behavior, cell phone misuse, tardies, non-performance in class, failure to attend lunch detention, failure to attend after school academic support, and other violations, may result in one or more of the following:

- Behavior contract
- Parent/Guardian contact (phone preferred)
- Lunch Detention (Monday-Thursday)
- After School Detention
- In School Suspension
- Saturday School
- Short term suspension

Level 2 - Student Misconduct

In cases such as, but not restricted to: play fighting, verbal abuse of staff or students, intimidation, bullying/harassment, defamation, disruptive conduct, encourage others to fight, gambling, theft, tobacco possession use or distribution, racial, gender or other slurs, forgery, cheating, dangerous behavior, defiance of staff, disobedience/insubordination, extortion/blackmail/coercion, failure to cooperate with staff, failure to identify oneself, hazing, minor vandalism, skipping school, trespass, repeated violations, fighting without major injury, violence without major injury, computer misuses, vulgar or lewd conduct and other violations may result in one or more of the following:

- Behavior contract
- Parent/Guardian contact
- Lunch Detention (Monday-Thursday) or After School Detention
- Saturday School
- Short term suspension
- In School Suspension
- Long term suspension
- Emergency Expulsion
- Contact Law Enforcement

Level 3 - Exceptional Misconduct

In cases such as, but not restricted to: possession or use of weapons, explosive devices, computer tampering, false alarms, burglary, assault, arson, harassment, bomb threats, illicit drugs, organized criminal behavior such as cheating or theft ring, possession or sale of drugs or alcohol, violence with major injury, major vandalism, gang-related activities, theft, threats of destruction, extortion, threats to or intimidate staff, and other violations will result in one or more of the following:

- Behavior contract
- Parent/Guardian contact
- Short term suspension
- In School Suspension
- Long term suspension
- Emergency Expulsion
- Contact Law Enforcement

STUDENT CONDUCT ([Board Policy 3241](#)) and CLASSROOM MANAGEMENT, DISCIPLINE & CORRECTIVE ACTIONS - [Board Policy 3241PR](#))

The listed activities in the policies above are subject to school authority and disciplinary action:

- At all times on any school district property
- On district-owned and operated or chartered vehicles
- During any school-sponsored activity whether held on Bethel School District property or elsewhere
- Away from school grounds if the activity would directly affect the good order, efficiency, management and/or welfare of the school's staff or students.

Rules that establish types of misconduct pursuant to this section must have a real and substantial relationship to the lawful maintenance and operation of the school district including, but not limited to, the preservation of the health and safety of students and employees and the preservation of an educational process, which is conducive to learning. Those asterisked [*] have been identified by an ad hoc committee as exceptional misconduct offenses. **Exceptional misconduct offenses are defined as offenses that can be sufficiently serious in nature and/or serious in terms of the disruptive effect upon the operation of the schools so that they may warrant an immediate resort to suspension. (See 3241.1)*

Building Rules and Regulations

In addition to the above rules, each school shall adopt and make available to each student rules which shall govern a student's conduct in a particular school or a

particular sport or activity. Violations of these rules shall be sufficient cause for discipline or suspension.

E-Cigarettes and/or Vaporizers are not allowed on school grounds as they are considered a nicotine-providing device. It can also cause students with allergies to have an allergic reaction. E-Cigarettes and Vaporizers are considered a tobacco product in regards to school discipline. They are also regulated to be used by those over 21 years of age by the State of Washington, so it is illegal for our students to possess or use e-cigarettes, vaporizers or tobacco products or any kind. Students in possession of or found to be using or under the influence of e-cigarettes and vaporizers will receive immediate suspensions as well as opportunities for educational instruction on the dangers of substances upon their return to school.

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CAMPUS SAFETY

The Campus Safety Officer's responsibility is to ensure that students are acting in a safe, responsible manner while on our campus. These duties include lockers, lost and found, walking passes, supervision of students during school hours, and investigation of incidents including interviewing students. Students will be treated respectfully. In order to keep our school safe, it is critical that all students are honest and cooperative during the investigative process. Disciplinary action will be taken if a student interferes with an investigation by being dishonest or uncooperative during the investigative process.

To report information you have about unsafe activity in our building you can call our Campus Safety Officer at 253-800-8174.

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CLUBS & ACTIVITIES

Cougar Mountain has a number of clubs and activities available to students. Listen for information in the morning announcements, in newsletters, and [on our website](#) for the most current dates, times, and contact details. Clubs will be formed based on student interest and staff availability, and will follow all ASB regulations and guidelines.

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COUGAR MOUNTAIN INFORMATION

School colors: Red, Black and Gold	Mascot: Cougar
Address: Cougar Mountain Middle School 5108 260 th St. E Graham, WA 98338	Phone: Main Office: (253) 800-8000 ext 2 Attendance: (253) 800-8000 ext 1
Website: cmms.bethelsd.org	

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COUGAR PRIDE

We expect all students, staff and community members to show COUGAR PRIDE!
Cougars are Confidently Committed to:

- Be Safe
- Be Respectful
- Be Responsible
- Be Always Learning

Student Recognition

Our Cougar Mountain students will be recognized for modeling and representing Cougar Pride in a number of ways and throughout the year. Opportunities include (but are not limited to) to the following events:

- *Cougar Cash*
- *Cougar Club*
- *Positive Office Referrals*
- *Shout Outs*
- *Student of the Month*
- *Trimester Awards*

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COUNSELING CENTER

All CMMS students have access to the school counseling team. Students must use the QR code system to inquire about an appointment. Our counseling team consists of:

Mrs. Berglund (cberglund@bethelsd.org) - counselor for students with last names beginning with letters A-L

Mrs. Scanlon (jscanlon@bethelsd.org) - counselor for students with last names beginning with letters M-Z

Ms. Stockner (kstockner@bethelsd.org) - School Social Worker

We see students individually, in small groups, and in the classroom setting. During the course of the school year, it would be safe to predict that we will work with all kids in some capacity. Many student concerns are common, ordinary kid concerns that can be handled at school. Be assured that if something were to come up that was more serious, parents would be contacted and we would work together to solve the situation. Regarding confidentiality, information shared with the counselors will remain confidential unless the student is a harm to themselves, a harm to others, or someone is harming the student.

How does a student see the counselor?

- Self-referral (QR code)
- Request of a counselor
- Parent request
- Administrative request
- Teacher or other staff request

Parents can contact the school counselors at (253) 800-8000 with issues regarding their child and counselors can help facilitate meetings with teachers. The following counseling services are available:

- Academic advising
- Brief individual/group counseling
- Referrals to community resources
- Conflict resolution/mediation
- Parent/teacher meetings
- Student scheduling

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CURRICULUM & CLASSES

All 6th, 7th, and 8th grade students are required to take the following core and exploratory classes:

SIXTH GRADE	SEVENTH GRADE	EIGHTH GRADE
<p><u>Core Required Classes</u> 2 hour Humanities Block: English Language Arts & History Science Math PE</p> <p><u>1 Fine Arts Exploratory Rotation</u> Band, Choir or Orchestra (all year course)</p>	<p><u>Core Required Classes</u> English Language Arts Washington State History Science Math</p> <p><u>2 Elective Rotations (Fine Arts, Technology)</u> Band, Choir or Orchestra (all year course)</p>	<p><u>Core Required Classes</u> English Language Arts United States History Science Math</p> <p><u>2 Elective Rotations (Fine Arts, Technology)</u> Band, Choir or Orchestra (all year course)</p>

Cougar Mountain Middle School, and all BSD middle schools are currently using the following curriculum in Core and Advisory classes:

English Language Arts (ELA): [Springboard](#)

Math: [Open Up Resources](#)

Science: [Amplify](#)

Social Studies/History: [TCI History Alive!](#), [The DBQ Project](#), [Washington Journey](#)

Advisory Social Emotional Learning (SEL): [CharacterStrong](#)

Advisory High School & Beyond: [SchoolLinks](#)

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DANCES, EVENTS & FIELD TRIPS

Dances and other events will be held at intervals throughout the year. Tickets to dances will be pre-purchased during lunches; tickets will not be sold at the door. Students going to the dance will get bracelets the day of the dance. Bracelets cannot be given to anyone else and must remain on the wrist of the student that bought the dance ticket during the school day and dance. If the student decides to not attend the dance, the student needs to notify the office. Dances will be held

after school from 1:50 - 4:00. Students who regularly ride the bus can take the activity bus home after a dance; if students choose to not ride the bus, they must be picked up by 4:15.

We want students to have fun at dances and events, so we have the following expectations in place:

- Have fun
- Dancing by yourself is ok
- Dancing with a friend face to face, standing up is ok
- Slow dancing face to face is ok
- Dancing in a group, standing up and not touching is ok
- Keep 12 inches between students standing and dancing
- Stay in the designated/supervised area for dances and activities

School events and field trips are planned by various groups and held throughout the school year. Students attending any school sponsored dance, field trip or event at any time of day must follow all CMMS guidelines. Please keep the following in mind:

- Those students who purchase an ASB card will be able to attend select events at a reduced price.
- Students who are suspended, did not attend school that day, have fines or are on the restrictions due to multiple discipline incidents list will not be allowed to attend.
- All students are to remain in designated areas.
- There may be concessions for purchase at school dances, and they must be consumed in designated locations.
- The district dress code and all school rules apply during dances.
- Students are not allowed to leave the event unless escorted by a parent. Students may not re-enter the event after leaving.
- Behavior that is unsafe or violates school and district guidelines will result in students being removed from the event and possible loss of event privileges for the rest of the year.
- Only current Cougar Mountain students may attend Cougar Mountain dances; guests from other schools are not allowed to attend.
- Students must take the activity bus home or arrange for transportation directly after the dance. Students must be picked up by 4:15 if they are not riding the bus.
- All rules and regulations of the Bethel School District and CMMS apply to events.

- If a parent is interested in chaperoning, they must first complete the Bethel School District volunteer application. Once cleared, they may contact the ASB advisors to participate in an ASB sponsored activity.

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BSD UNIVERSAL DRESS CODE

The expectations are simple and meant for *all* students

The following expectations set some specifics on what is permissible during school hours and school sponsored events. If you are unsure if something is acceptable please check the guidelines below or check with CMMS administration prior to wearing questionable attire to school.

Dress Code Enforcement:

Students referred for dress code violations will be given the option of calling home for a change of clothes, or changing into clothing provided by the school. Repeated violations of dress code will result in progressive discipline. Administration reserves the right to make changes to rules as needed, in accordance with school district policy. See [Bethel School Board Policy 3224](#) for more information.

Bethel School District Dress Code

Preserving a beneficial learning environment and assuring the safety and well-being of all students are primary concerns of the Board of Directors.

Students' choices in matters of dress should be made in consultation with their parent(s)/guardian(s)/caregiver(s). It is the policy of the Bethel School Board that the student and their parent(s)/guardian(s)/caregiver(s) hold the primary responsibility in determining the student's personal attire, hairstyle, jewelry, and personal items. It is the responsibility of schools to ensure that student attire, hairstyle, jewelry, and personal belongings do not pose a health or safety risk to any student and do not create a hostile or intimidating environment that disrupts learning for any student.

In relation to student dress, the district's values include the following:

- Students should be able to dress and style their hair for school in a manner that expresses their individuality without fear of unnecessary discipline or body shaming;
- Students have the right to be treated equitably. Dress code enforcement will not create disparities, reinforce or increase the marginalization of any group, nor will it be more strictly enforced against students because of racial identity, ethnicity, gender identity, gender expression, gender nonconformity,

- sexual orientation, cultural or religious identity, household income, body size/type, or body maturity;
- Students and staff are responsible for managing their personal distractions; and
 - Students should not face unnecessary barriers to school attendance.

UNIVERSAL DRESS CODE

Students must wear:

- Top (shirt, blouse, sweater, sweatshirt, tank, etc.);
- Bottom (pants, shorts, skirt, dress, etc.); and
- Footwear.

This policy permits additional student attire requirements when necessary to ensure safety in certain academic settings (*e.g. physical activity, science, or CTE courses*). Additionally, this policy allows for reasonable variation in required student attire for participation in activities such as swimming or gymnastics.

Students may NOT wear clothing, jewelry, or personal items that:

- Displays obscene or sexual words, pictures, messages, innuendoes, etc.;
- Displays drug or alcohol-related words, pictures, messages, innuendoes., etc.;
- Displays threats, violent conduct, weapons, etc.;
- Demonstrates hate group association/affiliation and/or use hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, other protected groups, or gang association/affiliation, etc.;
- Shows private parts (*clothing must cover private parts in opaque - not able to be seen-through material*);
- Covers the student's face to the extent that the student is not identifiable (*except clothing/headgear worn for a religious or medical purpose*);
- Attire worn in observance of a student's religion is not subject to this policy.

Backpacks: As lockers will not be used on a daily basis for all students, typical sized backpacks and string bags will be allowed in classrooms.

Jewelry and Accessories: Jewelry and accessories need to be minimal for safety reasons. Any attire with any type of spikes, studs, metal or chains of any length can be dangerous and are not allowed. If a student is asked to remove an item, compliance is required. All jewelry must be removed during PE/Sports for safety reasons.

Sports Teams: CMMS sports teams can wear their game jersey on game day if the coach gives permission. CMMS dress code guidelines still apply during the school day.

Fragrances: Students are not allowed to spray perfume, cologne, or deodorant while at school. We need to maintain a fragrance free zone while at school due to people who suffer from allergies or breathing conditions. Fragrances can create breathing issues for people who have asthma. Please only bring fragrance-free hand sanitizer if applicable.

Enforcement: Students referred to the office for dress code violations will be given the option of calling home for a change of clothes, or changing into clothing provided by the school. Repeated violations of dress code will result in progressive discipline.

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EMERGENCY PROCEDURES

Emergency Drills and Events

CMMS conducts regular drills to ensure safety for evacuating the building during a fire, eruption, earthquake, or lockdown. Staff members will teach the procedures and give students directions during a drill or event.

Emergency Dismissal Procedures

In the event of a sustained power failure or other emergency, it may be necessary to dismiss school early. Buses may not be available. You should decide as a family what your plan for getting home is, and have it on file with the attendance/health clerk. Students are never allowed to leave with anyone who is not listed as an emergency contact on their emergency card.

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FINES

Students may be issued textbooks. If any books are lost, students will not be issued a new book until the lost book is paid for. Due to textbook fines that come in late in the year, yearbooks will be held until the library clears all fines.

Until all fines are paid in full, students:

- May not be able to attend some dances or events
- May not receive their yearbook
- May not attend Fun Fridays specific to all fines paid and forms submitted

Any questions or concerns about fines should be appealed through the following process:

Parents/students need to meet with the following people in the following order:

1. Staff member/advisor who submitted the fine
2. Administrator
3. District

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FOOD, DRINKS, & GUM

We work hard to keep our building clean and safe. Please follow the food and drink expectations here:

- Teachers *may* allow small snacks that do not disrupt the learning environment if they choose.
- Teachers can also NOT allow food in their rooms.
- Teachers will be very specific with their students about food expectations in their space and apply consequences as necessary for students who do not follow their expectations.
- Students are responsible to ensure that no additional work load is placed on the custodial staff as a result of a teacher allowing snacks, and be able to clean up effectively and efficiently.
- If popcorn is purchased during lunch, it is to be consumed only in the cafeteria, not in hallways.
- Sunflower Seeds are not allowed due to a pattern of mess and disruption. Other foods, like popcorn, will not be allowed if a pattern of concern arises in any space (cafeteria, hallways, classrooms, etc.).
- Water ONLY is still the expectation in classrooms and hallways. Students may finish beverages other than water that they bring with them in the

- cafeteria before the bell rings or at lunch (please, do not bring glass bottles of any kind).
- If a pattern of concern around food develops, the privilege can be revoked.

Gum is not allowed.

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FOOD PROGRAMS

Cougar Mountain's cafeteria serves breakfast and lunch daily at no cost to the student or family. Breakfast is served before school.

- When students arrive at school, if eating breakfast, they are expected to immediately get their breakfast and consume it in its entirety before going to class. Students may not be tardy to class because they are not using their time for breakfast wisely.
- Lunches are also expected to be consumed during the lunch period and in the cafeteria.
- Students are not to sell their meals to others.

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GENDER INCLUSIVE SCHOOLS

The [Bethel School] board believes in fostering an educational environment that is safe and free of discrimination for all students, regardless of gender expression, gender identity, or sex. To that end, the board recognizes the importance of an inclusive approach toward transgender and gender-expansive students with regard to key terms, communication, and the use of names and pronouns, student records, confidential health and education information, communication, restroom and locker room use and accessibility, sports and physical education, dress codes and other school activities, in order to provide these students with an equal opportunity for learning and achievement. This policy and its procedure will support that effort by facilitating district compliance with local, state and federal laws concerning harassment, intimidation, bullying and discrimination.

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful, and inclusive learning community and will be implemented in conjunction with comprehensive training of staff and volunteers. Specific training requirements are included in the accompanying procedure. The superintendent will appoint a primary contact to receive copies of all formal and informal complaints

and ensure policy implementation. The name and contact information for the compliance officer will be communicated throughout the district. The district compliance officer will participate in at least one mandatory training opportunity offered by OSPI. ([BSD Policy 3211](#))

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GRADES

Parents, guardians, and students have access to a variety of student information, such as attendance, schedules, grades, and student and family demographics through our student information system, Synergy, ParentVUE, and StudentVUE. If a guardian or student has a question about grades after checking these resources, please contact your child's teacher by email or phone to have questions answered. If you need assistance to login you may contact the front office or your advisory teacher.

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GUESTS DURING SCHOOL HOURS & SCHOOL EVENTS

Student guests must be approved by administration and must be in a school related activity to be on campus. All guests must sign in at the front office and wear a visitor badge the entire length of their stay. The visitor badge must be visible to all staff and students. Students from other schools will not be allowed to attend CMMS dances or celebration events.

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HALL PASSES

Students must have a hall pass when exiting the classroom or assigned location at all times. The hall pass must contain the date, time, and location. If a student does not have a hall pass and is out of their assigned location, discipline for truancy may be assigned. Students will use a digital Google form to sign out and back in when using the restroom or the water station; paper passes will not be used.

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HARASSMENT-INTIMIDATION-BULLYING (HIB) & COERCION

The Bethel School District and Cougar Mountain Middle School are committed to providing a safe and civil educational environment for all students, employees,

volunteers and patrons, free from harassment, intimidation or bullying. Harassment consists of verbal or physical conduct relating to a person's actual or perceived national origin, disability, race, sexual orientation, or religion, which has the purpose or effect of creating an intimidating, hostile or offensive academic, residential or otherwise adversely affects a person's academic or work opportunities. Harassment may include: name calling, gestures, bullying, mimicking, mocking, derogatory jokes, remarks, or rumors, unwelcome touching of a person or clothing, offensive or graphic posters, book covers, notes or cartoons, graffiti, display or circulation of written materials or pictures, or any other malicious or insensitive conduct of a severe or pervasive nature directed at the characteristics of a person's national origin, customs, culture, disability, race, sexual orientation, or religion (WAC 48-120-100 Section (19) malicious harassment)

Bullying is intentionally using words or actions to intimidate, hurt, or humiliate others. School officials will be involved with bullying issues when it adversely impacts the learning environment. School officials will first make attempts to use peer mediation. If that fails the school may require students to sign a *No Contact Order*. (See [BSD Board Policy 3207](#))

Additionally, belonging is one of our core beliefs and with that comes the expectation that all our students are treated with respect. We do not accept students shaming or devaluing one another by using oppressive language.

Language is powerful! The language and words we choose to use in schools not only have power but can show up in a variety of ways. Sometimes the language is direct and blatantly harmful and clearly sends the message that the recipient doesn't belong and isn't valued for who they are. Any words that use an identity or an identifier of belonging to a certain group as a negative or undesirable quality is cruel and unacceptable and is considered oppressive language. When oppressive language, or even an oppressive word, is used, it not only is attacking the individual, it is contributing to the shaming of an entire group of people. That kind of behavior is not tolerated and will be addressed appropriately.

At CMMS we are a community; as individuals we are strong but together, we are stronger!

Behavior is considered harassment when it:

- Physically harms a student or damages the student's property; or
- Has the effect of substantially interfering with a student's education; or

- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school.

Depending upon the frequency and severity of the conduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to remediate the impact on the victim and the climate and change the behavior of the perpetrator.

Examples of Harassment, Intimidation and Bullying

PHYSICAL AGGRESSION				
<ul style="list-style-type: none"> ▪ Shoving ▪ Hitting ▪ Pushing 	<ul style="list-style-type: none"> ▪ Physical Acts that are humiliating but not physically harmful (de-pantsing, tapping with pencil, etc.) 	<ul style="list-style-type: none"> ▪ Stealing ▪ Inflicting Bodily Harm 	<ul style="list-style-type: none"> ▪ Kicking ▪ Defacing Property 	<ul style="list-style-type: none"> ▪ Physical Violence against family or friends ▪ Threatening with a weapon
SOCIAL ALIENATION				
<ul style="list-style-type: none"> ▪ Gossiping ▪ Dirty looks or stares ▪ Embarrassing others 	<ul style="list-style-type: none"> ▪ Threatening with total isolation by peer group ▪ Texting, Starting or Spreading Rumors and/or Hate Messages 	<ul style="list-style-type: none"> ▪ Ethnic Slurs ▪ Setting up to take the blame ▪ Spreading Rumors 	<ul style="list-style-type: none"> ▪ Publicly Humiliating ▪ Excluding from groups ▪ Social Rejection 	<ul style="list-style-type: none"> ▪ Setting up to look foolish
VERBAL AGGRESSION				
<ul style="list-style-type: none"> ▪ Taunting ▪ Mocking 	<ul style="list-style-type: none"> ▪ Verbal threats of aggression against property or of inflicting bodily harm 	<ul style="list-style-type: none"> ▪ Teasing about appearance 	<ul style="list-style-type: none"> ▪ Intimidating phone calls ▪ Name calling 	<ul style="list-style-type: none"> ▪ Teasing about clothing or possessions
INTIMIDATION				
<ul style="list-style-type: none"> ▪ Threatening to reveal personal information ▪ Graffiti 	<ul style="list-style-type: none"> ▪ Defacing property or clothing ▪ Coercion ▪ Playing a trick 	<ul style="list-style-type: none"> ▪ Taking possessions ▪ Threatening with a weapon 	<ul style="list-style-type: none"> ▪ Extortion ▪ Publicly challenging to do something 	<ul style="list-style-type: none"> ▪ Threats using coercion against family or friends
RACIAL AND ETHNIC HARASSMENT				
<ul style="list-style-type: none"> ▪ Joke telling with racial or ethnic targets 	<ul style="list-style-type: none"> ▪ Exclusion (ethnic, cultural group) ▪ Physical or verbal attacks due to group membership 	<ul style="list-style-type: none"> ▪ Racial or ethnic slurs 	<ul style="list-style-type: none"> ▪ Public Humiliation ▪ Verbal accusations, putdowns 	<ul style="list-style-type: none"> ▪ Destroying or defacing property due to ethnic or cultural group
SEXUAL HARASSMENT				
<ul style="list-style-type: none"> ▪ Sexual or “dirty” jokes ▪ Conversations that are too personal ▪ Hitting/Slapping in private areas 	<ul style="list-style-type: none"> ▪ Repeatedly asking someone out when he/she is not interested ▪ Sharing intimate images/videos ▪ Sexual Assault and attempted sexual assault 	<ul style="list-style-type: none"> ▪ Wedgies ▪ Snap bra ▪ Leers and stares ▪ Howling, cat calls, whistles 	<ul style="list-style-type: none"> ▪ Spreading sexual rumors ▪ Pressure for sexual activity ▪ De-Pantsing 	<ul style="list-style-type: none"> ▪ Cornering, blocking, standing too close, following ▪ Rape ▪ Sexting
BULLYING				

- Malicious Gossip
- Texting/Cyber Malicious Gossip
- See bullying section for more details

WHAT CAN YOU DO TO HELP?

1. Self advocate. Stand up for yourself! It's the first step in stopping harassment. If someone is treating you in a way you don't like, TELL THEM to STOP!
2. Get an adult to help. If you have told the person(s) who is bothering you to leave you alone and they won't stop, come to the office, report to an adult and get our help! Ignoring the people who harass you won't make them stop.
3. Be aware that YOUR OWN ACTIONS can hurt people's feelings. You may be bothering someone and you don't even know it!
4. Take a stand against harassment even when it's not aimed at you. If you see harassment, speak up! Help keep Cougar Mountain a safe place where learning can occur.
5. When in doubt - Tell the person to stop, walk away, and report to an adult immediately!

Anti-sexting expectations: Sexting is defined as: the act of sending sexually explicit messages or photographs (material), primarily between mobile phones.

1. The mere possession of sexually explicit material on any device is prohibited.
2. All involved in sexting, unless they delete the material immediately, will receive consequences.

It is prohibited to send, share, view, or possess pictures, text messages, emails or any other material of a sexual nature in electronic or any other form on a computer, cell phone, or other electronic device. Parents and the sheriff may be contacted if possession of material is found. This includes searching personal email accounts if the account is on a BSD owned student device. Content is admissible in a court of law. Administrators may search cell phones if we have a reasonable suspicion a student has been involved in sexting or is in possession of material. The consequences for possession of inappropriate sexual material may result in a variety of consequences up to/including expulsion. Harassment and bullying related to sexting incidents may also result in consequences up to/including expulsion.

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HEALTH ROOM SERVICES

Health Room Staff

Ms. Maine is Cougar Mountain's Health Clerk. She can be reached at (253) 800-8093 during school hours. Our school nurse (an RN) is assigned to be at Cougar Mountain 1-2 days a week and can be reached at (253) 800-8068.

AT THIS TIME WE FOLLOW THE LINKED COVID-19 RELATED PROTOCOLS:
[CLICK THIS LINK](#)

When to Keep Your Child Home



Dear parent or guardian:

Keep your child home if they:

- Are too sick to participate in normal activities.
- Need a level of care or observation not manageable at school or childcare.
- Create an unhealthy or unsafe environment for others.

Some conditions **require** you to keep your child home. They include, but are not limited to:

Chickenpox (varicella)	Keep your child home until all blisters have scabs and no new blisters are forming.
Diarrhea	Keep your child home from: <ul style="list-style-type: none"> • School until diarrhea can be contained and they can participate in normal activities. • Childcare until they have had less than 3 episodes of diarrhea in the last 24 hours.
Fever	Keep your child home until their temperature is below 100.4°F and they don't have behavior changes, sore throat, rash, vomiting, diarrhea, earache, irritability or confusion.
Flu (influenza)	Keep your child home until they are fever-free for 24 hours.
Impetigo	Keep your child home until they have taken antibiotics for 24 hours.
MRSA	Keep your child home until drainage can be contained with a dry, clean dressing.
Measles	Keep your child home until 5 days after rash appeared.
Mumps	Keep your child home until 5 days after swelling began.
Ringworm	Keep your child home until treatment is started.
Scabies	Keep your child home until treatment is completed.
Scarlet fever	Keep your child home until they have taken antibiotics for 24 hours and are fever-free.
Shingles	Keep your child home until rash can be covered or all lesions have crusted.
Skin infection	Keep your child home until drainage can be contained with a dry, clean dressing.
Strep throat	Keep your child home until they have taken antibiotics for 24 hours and are fever-free.
Vomiting	Keep your child home until they have not vomited for 24 hours and they can participate in normal activities.
Whooping cough (pertussis)	Keep your child home until they have taken antibiotics for 5 full days.
Other contagious condition	Check with your child's school, childcare or primary care provider or call the Health Department at (253) 798-6410.

The following conditions **don't** require you to keep your child home (unless they are too sick to participate in normal activities).

- | | | |
|-------------------------|--------------------------------|-------------------------------------|
| • Bronchitis | • Fifth disease | • Pinworm |
| • Cold (without fever) | • Hand, foot and mouth disease | • Pneumonia |
| • Cytomegalovirus (CMV) | • Molluscum contagiosum | • Respiratory syncytial virus (RSV) |
| • Ear infection | • Mononucleosis | • Warts |

[LINK TO TPCHD Safety Guidelines](#)

Emergencies and First Aid

Care will be given up to the limits of state law. 911 will be called for injuries or illness which are judged to require more than basic first aid. It is very important that each student has current emergency contacts and phone numbers on file in Synergy through ParentVue.

Picking Up Sick Students

If a student becomes ill at school and needs to go home, the student can only go home with someone on the emergency list, as long as the primary family member has given specific permission for the emergency contact to pick up their student. Please be sure that anyone who you may want to pick up your student is on that card, or listed in Synergy. The list needs to be updated yearly. Please remember to bring a photo ID when coming to the office to pick up your child.

Health Screening

A nurse will screen all seventh-grade students for vision and hearing. If students or parents have questions, please contact the health clerk or nurse.

Immunizations

Every student must have medically verified proof of immunization on file at the school before the first day of attendance. All students must be immunized according to [WAC 246-105-060](#). Students can be excluded from school if immunizations are not up to date and your student does not have a signed CIS form on file. For details, please see the health clerk.

Medication

Students may not administer medications to themselves at school (see below). Some common medications you will need permission to have at school include but are not limited to: Tylenol, Ibuprofen, cough drops and allergy meds. If a student is under the care of a doctor or dentist and needs to take medicine while they are at school, please follow this procedure:

- Ask the health clerk for a medication request form. The student's doctor and guardians must sign it before the school can administer medication.
- A parent/guardian returns the form to the health clerk along with the necessary medication in the original container.

All medications are kept in a locked cabinet in the health room. Students must come to the health room, with a pass, when medication is needed. The health clerk or school nurse will dispense medication and document it. School district employees can administer medication when the proper procedure is followed.

NOTE: Possession and/or distribution of any medication during school, on school property, or at a school activity, not covered by Board Policy 2121 which includes (but not limited to) aspirin, cough drops, over-the-counter, and prescription medicine will fall under [BSD Board Policy 3241](#), Disruptive Conduct and result in short-term suspension, long-term suspension or expulsion.

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INTERAGENCY COOPERATION - CPS & THE SHERIFF

This serves as a reminder that Washington State law is clear: “upon receiving reports of abuse or neglect, the department or law enforcement agency may interview children.” RCW 26.44.030 (10). That interview may be conducted on school premises and other locations “outside of the presence of parents.” RCW 26.44.030 (10). Although parents must be notified at the earliest possible point in the course of an investigation, that notification must “not jeopardize the safety or protection of the child of the investigation.” RCW26.44.030 (1). The “law enforcement agency” means “the police department, the prosecuting attorney, the state patrol, the director of public safety, or the office of the sheriff.” RCW 26.444.020 (2).

There have been questions by the schools regarding who is responsible for notifying parents/guardians that an interview has taken place on school grounds. In every case, parents will be notified by “the law enforcement agency” as soon as possible. Parents MUST NOT be notified by the schools.

If you have any questions, please call the Pierce County Prosecutor’s Office at (253) 591-7400.

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iPAD and ELECTRONIC DEVICES EXPECTATIONS

All students at Cougar Mountain Middle School are provided with an iPad. iPads are for educational use only. The iPad is not the student’s personal property, it is owned by the Bethel School District. It is not a right, but rather a privilege. It may be searched for content at any time and for any reason. Any misuse of iPads will not be tolerated at CMMS. You must bring iPads fully charged to school and keep your Bluetooth on at all times. iPads need to be in the protective case issued by the Bethel School District at all times. Damage to iPads that are not in approved cases

are not covered by BSD damage insurance. Vandalism or graffiti on iPads in the form of stickers, markers, carvings, etc. is considered damage and will be fined appropriately. All iPads will have an identifying barcode linked to the student name and number; do not remove this barcode. If you do not bring your iPad fully charged to school, keep it safe in the case, or use it for non-educational purposes, you may receive progressive discipline consequences, including limited access or removal of the device. Intentional damage of the iPad or supportive accessories will not be covered by insurance. If intentional damage occurs, your device may be removed for the remainder of the school year.

iPad Use in the Classroom:

- Use it as the teacher asks.
- Keep Bluetooth ON!
- Only use Bethel School District provided accounts and login info. You MAY NOT use the iPads for any personal accounts or logins.
- When the class is using the iPad, keep the iPad on task and on the class app.
- It is your responsibility to manage your own logins and passwords. You must write them down or create a plan to understand the importance of using passwords and managing them so content isn't lost when they have to be reset.
- When the class is not using the iPad, keep the iPad closed, face down on the desk.
- Don't forget: iPads are for educational use only!
- Taking pictures and videos are prohibited without teacher permission.
- iPad content is public record and can be used as evidence in an investigation.
- We do not need student or parent permission to confiscate or search the iPad.
- Use of your device in any form of cyberbullying will not be tolerated.

iPad Use Around School

- iPads are not allowed to be open or used in the hallways.
- Keep your iPad in its approved case.
- Keep the iPads out of the bathrooms and locker rooms.
- Pictures and videos are prohibited without teacher permission.
- Do not touch another person's device for any reason. No one is allowed to use or "borrow" your device. You will be held responsible for content and damage occurred while not in your care.
- Do not access social media or associated apps.

- Take care of your iPad; do not drop it, eat around it, or otherwise destroy it.

[Bethel School District's Student iPad Expectations can be found here.](#)

COUGAR MOUNTAIN MIDDLE SCHOOL IS NOT RESPONSIBLE FOR LOST OR STOLEN IPADS!

Personal Electronic Devices

Personal electronics such as, but not limited to, speakers of any kind or size, laser pointers, cell phones, cameras, personal tablets etc., should not be used and/or visible during the school day. **There are no cell phones allowed in locker rooms, gym, outside during PE class, or in the lunch lines in the cafeteria.** Students are highly encouraged not to bring these items to school. If brought to school, students are to turn off and store all devices securely and out of sight. The only exception to the policy is if a teacher specifically grants specific permission for usage for educational purposes. If students are using an electronic device inappropriately, it may be confiscated by a CMMS adult and given to admin or campus safety.

Cell Phone /Electronic Device Policy: Cell phone use is only allowed in the cafeteria before the 7:05 bell rings, in the hallways during passing, and during your scheduled lunch time. Cell phone use is prohibited in the locker rooms and in the bathrooms. Students are also not to use cell phones while going to and from or in the bathroom, or while in the lunch lines in the cafeteria. Earphones/buds may only be used one at a time in all spaces, and only with permission in the classroom. A teacher may allow use of your phone as a calculator or another approved tool. Music on your devices should not be played during instruction. If your phone or device is visible or used inappropriately or without permission it will be confiscated and available for pick up after school.

- 1st offense = warning,
- 2nd offense = 1 lunch detention and parent/guardian notification,
- 3rd offense = after school behavior detention and parent/guardian notification,
- 4th and beyond offense = Phone confiscated by admin or campus safety for parent pick-up, only allowed if checked in/out of office/with campus safety each day, not allowed at all, possible suspension or Saturday school,
- **When a guest teacher is present, students with cell phones or other electronic devices out without permission will automatically move to the "4th offense";** admin or campus safety will be called to confiscate the phone and they will determine next steps.

Bethel School District Policies [3245](#) and [3245PR](#) should be reviewed by both student and guardians to be sure expectations and consequences around cell phones and personal electronic devices are clearly understood.

All students will engage in a lesson and complete an acknowledgement regarding personal both iPad and personal device expectations annually. ([Return to top](#))

LIBRARY

The CMMS library has many print and digital resources for student use. The collection includes magazines, an extensive reference collection, and a balanced selection of fiction and non-fiction titles, both in print and digital options. Three items may be checked out for a two week period. Students may visit the library in the morning with a pass from their Advisory teacher from 6:50 - 7:10, or can get a library pass during lunch time. Students will visit the library with their ELA teacher to choose reading materials at least every two weeks. The library will always be an option for Fun Fridays and many RTIs as well.

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LOCKERS

Lockers will not be used daily by students. Lockers may be assigned to students participating in after school athletics or activities that may require storage of equipment or materials, and will be accessed before and after school only. Locker assignments will be managed by campus safety, and combinations will be reset anytime a locker is rotated.

For students who are assigned a locker, the following suggestions should help students prevent locker problems:

- Memorize your combination and *don't share this combination with other students.*
- Do not change lockers without contacting campus safety. If there is a problem with your locker or locker location, campus safety can solve the problem.
- Do not store money or valuables in your locker. The school is not responsible for lost, stolen, or damaged property of students.
- Students are responsible for the care of the locker assigned to them.
- No tape or stickers are allowed. Magnets are ok, but no items or decorations are to be attached on the outside of the locker.

- Do not leave food or beverages in your locker overnight.

For questions or concerns, contact campus safety. If you have concerns about your locker assignment, please see Ms, Cierra. Lockers are school property and may be inspected or reassigned at any time.

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LOST & FOUND

The lost and found is located on the stage in the Commons. We encourage students to mark coats, purses, backpacks and other items for easy identification. Unclaimed items will be periodically donated to charity during the school year. For items of value, please contact campus safety as we store lost items of value in a locked location.

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NON-NEGOTIABLES

- Be actively engaged in the lesson
- Maintain a safe environment
- Maintain a clean environment
- Screens down when asked
- Only one earbud in common areas, earbuds put away during class time unless given specific permission from your teacher
- Your phone must be put away (in bag/backpack or teacher designated location) during class time unless given specific permission from your teacher
- BSD Universal dress code
- No GUM, unless you have a formal documented plan involving administrative approval.

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PHYSICAL EDUCATION

Dress code for Physical Education Class

- Follow CMMS/BSD dress code expectations at all times
- Short or long sleeve t-shirt
- Court shoes with good support with tied laces
- Sweatpants or sweat shirts may be worn
- Coats can be worn outside on cold days

- No cell phones in locker rooms, gym or outside during PE class.

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PUBLIC DISPLAY OF AFFECTION (PDA)

There is a time and place for signs of affection. At Cougar Mountain, there will be no public displays of affection including and not limited to hugs lasting more than two seconds, kisses, holding hands, arms around waist, etc. during school hours and during school sponsored events.

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RESTRICTIONS FOR MULTIPLE DISCIPLINE INCIDENTS LIST

Students with multiple disciplinary infractions may not be allowed to attend certain school events such as Fun Fridays, dances, assemblies, certain field trips, end of year fun days, etc. Prior to each of these events administration and campus safety review the current discipline data and determine the opportunities available for students. Students with multiple discipline incidents will be evaluated regularly and can earn opportunities and privileges back if there are no recent disciplinary infractions.

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SCHOOL HOURS/SCHEDULES

Before School

School starts at 7:15 and ends at 1:45. Bus transportation is provided to every student who lives within the CMMS boundaries. Students may enter the building at 6:45, but no earlier as there is no supervision prior to this time. At 6:45, students are to report to the commons and courtyard and will remain there until the doors open to the hallways at 7:05.



2024-2025 Bell Schedules

Regular Bell Schedule

1st Period	7:15 - 8:09
2nd Period	8:12 - 9:03
3rd Period	9:06 - 9:57
4th Period Advisory/RTI	10:00 - 10:30
5th Period	10:33 - 11:57
<i>1st Lunch: 10:33 - 11:03, Class: 11:06 - 11:57</i>	
<i>2nd Lunch: 11:27 - 11:57, Class: 10:33 - 11:24</i>	
6th Period	12:00 - 12:51
7th Period	12:54 - 1:45

AM Assembly Bell Schedule

1st Period	7:15 - 8:02
4th Period Assembly	8:05 - 9:02
2nd Period	9:05 - 9:52
3rd Period	9:55 - 10:42
5th Period	10:45 - 12:05
<i>1st Lunch: 10:45 - 11:15, Class: 11:18 - 12:05</i>	
<i>2nd Lunch: 11:35 - 12:05, Class: 10:45 - 11:32</i>	
6th Period	12:08 - 12:55
7th Period	12:58 - 1:45

Late Start Bell Schedule

1st Period	8:15 - 8:58
2nd Period	9:02 - 9:43
3rd Period	9:46 - 10:27
4th Period Advisory	10:30 - 11:00
5th Period	11:03 - 12:17
<i>1st Lunch: 11:03 - 11:33, Class: 11:36 - 12:17</i>	
<i>2nd Lunch: 11:47 - 12:17, Class: 11:03 - 11:44</i>	
6th Period	12:20 - 1:01
7th Period	1:04 - 1:45

PM Assembly Bell Schedule

1st Period	7:15 - 8:02
2nd Period	8:05 - 8:52
3rd Period	8:55 - 9:42
5th Period	9:45 - 11:05
<i>1st Lunch: 9:45 - 10:15, Class: 10:18 - 11:05</i>	
<i>2nd Lunch: 10:35 - 11:05, Class: 9:45 - 10:32</i>	
6th Period	11:08 - 11:55
7th Period	11:58 - 12:45
4th Period Assembly	12:48 - 1:45

Fun Friday Bell Schedule

1st Period	7:15 - 8:06
2nd Period	8:09 - 9:00
3rd Period	9:03 - 9:54
5th Period	9:57 - 11:21
<i>1st Lunch: 9:57 - 10:27, Class: 10:30 - 11:21</i>	
<i>2nd Lunch: 10:51 - 11:21, Class: 9:57 - 10:48</i>	
6th Period	11:24 - 12:15
7th Period	12:18 - 1:09
4th Period Fun Friday	1:12 - 1:45

Early Dismissal Bell Schedule

1st/5th Period	7:15 - 8:03
2nd/6th Period	8:06 - 8:54
3rd/7th Period	8:57 - 9:45

2-HOUR Late Start Bell Schedule

1st Period	9:15 - 9:52
2nd Period	9:55 - 10:32
3rd Period	10:35 - 11:12
5th Period	11:15 - 12:25
<i>1st Lunch: 11:15 - 11:45, Class: 11:48 - 12:25</i>	
<i>2nd Lunch: 11:55 - 12:25, Class: 11:15 - 11:52</i>	
6th Period	12:28 - 1:05
7th Period	1:08 - 1:45



After School

School ends at 1:45. Students waiting to be picked up by a parent are expected to wait in the front of the building and leave campus by 2:05. Cougar Mountain is a closed campus; only students involved in a planned activity and supervised by an adult (with permission and a pass arranged the day before) may stay past 2:05. Students staying after school for an activity must go directly to the location indicated by their coach or advisor. If a student is on campus and not involved in a planned activity or event, campus safety will escort the student off campus. If a pattern develops with campus safety escorting students off campus after 2:05, a “no trespass” order will be given to the student and the Pierce County Sheriff may be called.

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SEARCHES

To maintain order and discipline in the school and to protect the safety and welfare of students and school personnel, authorized school authorities may search a student and their effects and may seize any illegal or unauthorized materials discovered in the search. The term “unauthorized” means any item dangerous to the health or safety of students or school personnel, any item considered disruptive to the functions and mission of the school, or any item described as unauthorized in the school rules. A student’s failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action. All searches by school employees shall be reasonably related to the objectives of the search and not excessively intrusive.

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SUPPLY LIST

This is a general school supply list. Individual teachers may require a few additional items for class. Supplies may need to be replenished through the school year. Please contact a teacher, counselor, or administrator if providing these items is a financial hardship.

- 1 box colored pencils
- Pencil pouch
- #2 pencils
- Pens (blue or black only for writing, one red for correcting/editing)
- Highlighters in assorted colors

- 2 packages of 3 x 3 sticky notes
- 1 binder with a divider / pocket folder for each class (2" or larger)
- 1 composition book
- 1 package college ruled paper
- Earbuds

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STUDENT PLANNERS

Students will use the calendar on the iPads to input class information such as assignments, projects, etc. Advisory lessons will focus on organizational skills requiring students to record homework and plan steps towards project completion.

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TECHNOLOGY & INTERNET USE

All use of district technology and the district's Internet must be in support of education and research consistent with the educational purposes of the Bethel School District.

- Students will not post personal contact information about themselves. Personal contact information includes home address, telephone, school address, work address, etc. Students will promptly disclose to a staff member any message they receive that is inappropriate or makes them feel uncomfortable.
- Use of the district network to access pornographic material, inappropriate text files, chat rooms/hangouts, email, Facebook, Snapchat, Twitter, Instagram, Tik Tok, YouTube, and other social media sites, or files dangerous to the integrity of the district, will be subject to disciplinary action consistent with district discipline policies.
- Use of the district network to submit, publish, or display any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually oriented, or threatening materials or messages to either public or private computers will be subject to disciplinary action consistent with district discipline policies.

Students involved with any of the above violations will be assigned progressive discipline and may have limited access to technology and the internet.

Digital Citizenship

Digital Citizenship is the responsible, respectful, and safe use of technology. With the use of iPads at CMMS, students are expected to demonstrate digital citizenship

in their daily use of their district-issued device. Digital Citizens at Cougar Mountain Middle School observe Cougar Pride in their use of technology.

Respectful:

- Respect the ideas and opinions of others
- Communicate kindly with others

Responsible

- Communicate responsibly online
- Give proper credit when using the work of others

Safe

- Think before posting or sending anything
- Stand up to cyberbullying
- Post productive, inspirational and positive comments
- Protect private information online

Always Learning

- Students will use technology to enhance their learning and work products

Misuse of Technology

Students found to tamper with iPads or any district owned technology, circumvent district content filters, use personal accounts or logins, or disable district restrictions will be subject to significant discipline.

Cougar Mountain Middle School

Student Handbook

2024-2025

Student Expectations	Student Violations Possible Examples	Progressive Consequences may be one of the following depending on severity of infraction
Ask teacher or staff member for permission to use computers or other technology.	Using computer or other technology equipment without permission.	Record infraction, review of BSD and CMMS policies and expectations, and loss of <u>district owned technology</u> privileges in building for: <ul style="list-style-type: none"> ▪ 2 weeks and parent contact ▪ Up to entire year and parent contact
Students are required to login to technology with their own login and password at all times.	Using another student's or teacher's login or password or trespassing in other students or teacher's folders or work files.	Record infraction, review of BSD and CMMS policies and expectations, and loss of <u>district owned technology</u> privileges in building for: <ul style="list-style-type: none"> ▪ 2 weeks and parent contact ▪ Up to entire year and parent contact
Students are not to download any non-approved material (e.g. apps, software, games, applications, etc.) to district-owned technology.	Downloading material to school technology such as apps, software, games, applications, etc.	Record infraction, review of BSD and CMMS policies and expectations, and loss of <u>district owned technology</u> privileges in building for: <ul style="list-style-type: none"> ▪ 2 weeks and parent contact ▪ Up to entire year and parent contact
Students are to use technology for educational purposes only.	Using iPads to play games, view inappropriate material, or sending and maintaining objectionable material (e.g. jokes, insults, sexually explicit images/videos, etc.).	Record infraction, review of BSD and CMMS policies and expectations, and loss of <u>district owned technology</u> privileges in building for: <ul style="list-style-type: none"> ▪ 2 weeks and parent contact ▪ Up to entire year and parent contact ▪ Possible suspension
Students are to stay in compliance with all copyright laws.	Using technology and the Internet to violate copyright laws.	Record infraction, review of BSD and CMMS policies and expectations, and loss of <u>district owned technology</u> privileges in building for: <ul style="list-style-type: none"> ▪ 2 weeks and parent contact ▪ Up to entire year and parent contact
Students are to use the Internet for educational purposes only.	Viewing inappropriate material or material unrelated to educational purposes on the Internet.	Record infraction, review of BSD and CMMS policies and expectations, and loss of <u>district owned technology</u> privileges in building for: <ul style="list-style-type: none"> ▪ 2 weeks and parent contact ▪ Up to entire year and parent contact ▪ Possible suspension
Students are not to reveal any personal information (including name, phone number, address, passwords, etc.) about themselves or others to anyone on the Internet.	Revealing personal information on self or others to anyone over the Internet.	Record infraction, review of BSD and CMMS policies and expectations, and loss of <u>district owned technology</u> privileges in building for: <ul style="list-style-type: none"> ▪ 2 weeks and parent contact ▪ Up to entire year and parent contact

Students are to handle all digital equipment and other district/building technology with care.	Vandalizing and/or intentionally damaging or stealing technology equipment.	Record infraction, review of BSD and CMMS policies and expectations, and loss of <u>district owned technology</u> privileges in building for: <ul style="list-style-type: none"> ▪ 2 weeks and parent contact ▪ Up to entire year and parent contact ▪ May result in suspension and/or repayment.
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TEXTBOOKS

Some textbooks are assigned to students each year. Students are responsible for their maintenance. If a book is not returned or is damaged, the student and parent are responsible for the cost of the textbook. If a book is returned damaged beyond reasonable wear, a fine will be assessed and the student and guardian will be responsible for the replacement cost of the text. All fines need to be paid in full. Activities, end of year items and events, and high school graduation exercises may be denied until all fines are paid.

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VENDING MACHINES

In order for ASB to keep the convenience of vending machines, we need your cooperation. Please recycle cans and bottles and put trash in the proper receptacle.

- Vending machines may be used before and after school and during lunch. They may not be used during class time.
- Beverages and food are to be consumed following building and classroom expectations.
- Food and/or beverages in the hallways will be confiscated and thrown away.
- Money will not be reimbursed if lost to a machine.

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VISITORS & VOLUNTEERING

The Cougar Mountain Parent Boosters is an active school volunteer program. If a parent or community member wishes to volunteer at CMMS, a volunteer application must be filled out and a background check will be made. Additionally, please know that even if you are a BSD employee, but you wish to volunteer at your students' school or chaperone an event, you must also register as a volunteer. All volunteers

are presently required to be fully vaccinated for Covid 19. Please use the link below to get your application completed (or update any information).

Volunteers and visitors are welcome and must sign in at the front office and wear visible identification while in the building. You can find [BSD Volunteer applications here](#).

ONLY LISTED CONTACTS/GUARDIANS ALLOWED IN BUILDING

CMMS will strictly enforce district policy that only those who are listed as contacts or guardians on a student account in ParentVue will be allowed in the building. This will include dropping off items like lunch, instruments, iPads, or athletic equipment. Please review your student's ParentVue account to be sure you have ALL of the adults you wish to have access to the building and your student listed.

Additionally, picture ID will be required to enter the building for any reason. Please be prepared when coming to the building. Our primary responsibility is our students' safety, and following all of these protocols will ensure we are doing all we can to meet it.

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YEARBOOKS

Cougar Mountain's yearbook is student designed and managed. It is typically pre-sold in August and September. We will sell yearbooks throughout the year at various intervals. We encourage students to purchase yearbooks early, since only a few extra yearbooks are ordered. There may not be any yearbooks available for purchase in June. Please contact Mrs. Lathrom, our ASB clerk, or Mrs. Earls, our Yearbook advisor with any questions about the production or selling of the yearbook.

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ADDENDUM 2024-2025

Necessary additions will be included here as we move through the year.