

MARI-LINN SCHOOL

Principal, Sophia Duerst 503-859-2154

2024-25 STUDENT-PARENT HANDBOOK GRADES K-8

NORTH SANTIAM SCHOOL DISTRICT

	VISION	
W E	E CHANGE ALL KIDS' LIVESTHROUGH A COMMITMENT TO EXCELLENCE, INTEGRITY, EQUAND COMMUNITY ENGAGEMENT	UITY
	Mission Statement	
SURI	E STUDENTS REACH THEIR HIGHEST ACADEMIC AND VOCATIONAL POTENTIAL AND DEVEL PRODUCTIVE CITIZENS	LOP I
SURI		LOP I
SURE	Productive Citizens	LOP I

- Ensure that each student has the opportunity to achieve academic excellence through measurable progress and personal growth each year
- Provide quality, sustainable facilities and promote positive school climates
- PROMOTE STUDENT AND STAFF INVOLVEMENT IN THE COMMUNITY AND INVOLVE THE COMMUNITY IN OUR SCHOOLS
- RECRUIT, DEVELOP, VALUE, AND RETAIN HIGH QUALITY STAFF

The Parent-Student Handbook has been prepared to acquaint you with the basic policies and procedures of the North Santiam School District, to inform you of the School's Code of Conduct, and provide you with a reference for answering your general questions. Please contact the school if you have additional questions.



SCHOOL BOARD MEMBERS

2024-25

Erin Cramer, Board Chair Mackenzie Strawn, Vice-Chair Laura Wipper Mike Wagner Alisha Oliver Mark Henderson Coral Ford

Superintendent—Lee W. Loving

Phone: 503-769-6924

503-769-3578

FAX:

District Office Information

County: Marion & Linn

Enrollment: 2150

Meetings: Typically Third Thursday @ 6:00 PM, link to calendar

NORTH SANTIAM SD29J

1155 North Third Avenue

Stayton OR 97383

ESD Served by: Willamette ESD District Web Page: www.nssd29j.org

District Policy Page: http://policy.osba.org/nsantiam/index.asp

Contact Information

Superintendent: lee.loving@nsantiam.k12.or.us Lee W. Loving rhonda.allen@nsantiam.k12.or.us Director of Fiscal Services: Rhonda Allen danielle.blackwell@nsantiam.k12.or.us Danielle Blackwell Director of Human Resources: Director of Teaching & Learning Nicole Duncan nicole.duncan@nsantiam.k12.or.us Director of Special Services melissa.glover@nsantiam.k12.or.us Melissa Glover Director of Safety, Security & Health Services Gary Rychard gary.rychard@nsantiam.k12.or.us dave.parsons@nsantiam.k12.or.us Director of Facilities Dave Parsons john.barnes@nsantiam.k12.or.us Director of Food Services John Barnes Exec Assistant to the Supt/Board: Tonia Whisman tonia.whisman@nsantiam.k12.or.us

SCHOOLS IN THE NORTH SANTIAM SCHOOL DISTRICT

Stayton Elementary School (K-3)
Mari-Linn School (K-8)
Sublimity Elementary and Middle Schools (K-8)
Stayton Intermediate/Middle School (4-8)
Stayton High School (9-12)
Options Academy (K-12)

The Director of Human Resources, Danielle Blackwell, has been designated to coordinate compliance with the legal requirements of Title II, Title IX, and other civil rights or discrimination issues, the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. The Director may be contacted at the District Office, 1155 North Third Avenue, Stayton, OR 97383, or at 503-769-6924 for additional information and/or compliance issues. Full policies are available through the policy website listed above or by contacting the Board Executive Assistant at 503-769-4928 or by Email at tonia.whisman@nsantiam.k12.or.us.

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	Attendance Athletics Behavior Expectations Birthdays/Balloons/Gifts Closed Campus Communication Phone Calls Technology at School Curriculum/Text Books Dress Code Gum and Food Library Make-Up Work Reading Compact PLC Late Start Monday Registration Report Cards Parent Teacher Association (PTA) School Meals Sporting Events and Extra Curricular Activities Visitors Volunteers Website Information Withdrawal Addendum 1-Responsible Use Form (grades 4-5) Addendum 2-Responsible Use Form (grades 6-8)

The link below is for the NSSD Student/Parent Handbook, which is separate from this handbook. It includes district-wide policies, procedures, and notices that apply to all students and parents regardless of which school they are associated with. A printed copy can be obtained from any school office or the District Office. It can be accessed via the link below or by visiting the District website at www.nssd29j.org >For Families>Handbooks.

MARI-LINN SCHOOL GENERAL INFORMATION

Office Hours: 7:15 a.m. – 3:00 p.m.

Student Hours: 7:45 am – 2:30 pm

The school building officially opens to students at 7:15 a.m. There is no supervision available before 7:15 a.m. or after the 2:30 p.m. dismissal. Parents must make arrangements for childcare before school and after dismissal time. PLC Late Start Mondays: School will begin at 8:45, and the doors open at 8:15.

ATTENDANCE

Absences: If your child is ill or will not be attending school, please call the school office between 7:15 a.m. – 8:00 a.m. Each day calls are made to parents if the school has not received prior notice of an absence or received a call by the time provided above. Please send a written note with the reason for the absence when your child returns to school if you were unable to contact the school office by phone. Each day your student is absent or tardy, please notify the school office before 8:00 a.m. for safety reasons.

Regular school attendance is essential for the education of your student. There is a direct correlation between the number of days in attendance and the grades students receive. This is due to the fact that grades are based on the demonstrated mastery of skills and knowledge. Parents should seek the assistance of teachers, counselors, and administrators when their child is having difficulties with regular school attendance. Parents may be contacted by the District's Truant Officer if their student falls behind the standard for acceptable school attendance.

Students who have irregular attendance, as defined in ORS 339.065, may be recommended for retention due to the academic failure that results from poor attendance.

ATHLETICS

Students in grades 6, 7, & 8 at Mari-Linn School have the ability to participate on district-wide consolidated teams that are centered and facilitated at Stayton Middle School. The options for each grade level are listed below. An activity bus is provided to shuttle kids back and forth from Mari-Linn School to Stayton Middle School for practices and games.

Fall sports:

7th and 8th grade football 7th and 8th grade volleyball 7th and 8th grade soccer 6th, 7th, and 8th grade cross country

Winter sports:

7th and 8th grade girls basketball — November-January 6th, 7th and 8th grade wrestling — November-January 7th and 8th grade boys basketball —January-March 7th and 8th grade dance team

Spring sports:

6th, 7th, and 8th grade track

Athletic Handbook:

An athletic participation packet outlining team rules and academic eligibility is included at the end of this handbook under Addendum 3.

Sports Physical:

Sports physical forms are available at the school office or you can use those available from your physician. Physicals are required for sports participation and must be renewed every two years.

There are no sports participation fees for co-curricular programs in NSSD. However, there may be additional costs that vary by sport/activity for things like shoes/cleats, costumes, team bonding activities, and team photos.

Participation Requirements:

Before they can participate, students must have a physical and a signed athletic participation form on file in the office. Physicals are valid for two years.

NSSD Middle School Sports are directed by the Stayton Intermediate/Middle School Athletic Director. If you have any questions concerning athletics, please contact Matt Olson at 503-769-2198.

BEHAVIOR EXPECTATIONS

Expectations: (Safe, Responsible, Respectful)

Be Safe Be free from harm of any kind (physical or emotional). Be Respectful Be polite, cooperative, and build peace with others.

Be Responsible Be dependable and trustworthy at all times.

Positive Behavior Support (PBIS) Program:

Positive Behavior Intervention Support (PBIS) is a school-wide program developed by the University of Oregon. An effective school-wide discipline plan reduces problem behaviors and promotes desired behaviors by carrying out a consistent and long-term program of positive discipline across the whole school. By systematically teaching and reinforcing behavior expectations throughout every area of the building, the school will maintain a healthy school climate.

We intend to maintain an environment where students are safe, respectful, and responsible. This is a shared commitment by all members of the school community. Consistent application of behavior expectations is vital to establishing a positive school climate. Mari-Linn is governed by three behavior expectations throughout our school: (1) Be Safe, (2) Be Responsible, and (3) Be Respectful.

Positive Recognitions:

The PBIS committee frequently reviews recognition activities to increase the frequency of positive behavior and reinforce their use. The following are examples of recognition activities:

- Classroom Point Systems:
 Individual classroom teachers develop group point systems and rewards for recognizing positive behavior.
- Schoolwide Recognition System: Assembly recognition and monthly drawings of "Buzz Bucks."
- Student of the Month:
 Each month a character trait is chosen and celebrated.

MARI-LINN SCHOOL AREA BEHAVIOR EXPECTATIONS

AREA	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
All Areas	 Walk facing forward Keep body to self Use all equipment and materials appropriately Get adult help for accidents and spills Report visitors not wearing a pass to adults 	 Use kind words and actions Use quiet voices Follow adult directions promptly Clean up after yourself Be honest 	 Follow school expectations Help others follow school expectations Take care of personal and other equipment Be on time Ask adults for permission to leave assigned areas
Before School Breezeway and Sidewalks	 Walk facing forward Wait by the front doors Walk bicycles, scooters, and skateboards once on the sidewalk - place skateboards, scooters, and bicycles in the bicycle rack Wait for an adult to help you cross the street 	 Use quiet voices Walk on the right Keep body and objects to self 	 Stay in line while waiting Report safety issues to an adult Wait for an adult to open the door
At Recess/General Playground	 Walk on the blacktop at all times Listen to adult directions Use equipment appropriately What's on the ground stays on the ground Be aware of activities and games around you Hold equipment when the whistle blows 	 Include everyone Use kind words and actions Share and take turns Listen to others Keep your body to yourself Play fairly 	 Ask an adult for permission to leave the playground Use a pass to leave the area Line up as soon as the whistle blows Put equipment away after use or end of recess
Hallways	 Walk on the right Walk facing forward Keep hands to self 	 Keep body and voice quiet Keep body and objects to self Hold the door for others 	 Stop for other classes Stay in a straight line Report safety issues to an adult
Drinking Fountain	 Keep water in the fountain Stand with hands, feet, and body to self Report spills to an adult 	 Wait quietly in line until it's your turn When drinking, count 1, 2, 3, then go 	Use a hall passReturn to your class quickly
Bathroom	 Wash hands with soap Keep water in the sink Put paper towels in the garbage 	 Give others privacy Use quiet voices Wait for your turn	 Keep feet on the floor Flush toilet after use Return to class promptly

AREA	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
All Areas	 Walk facing forward Keep body to self Use all equipment and materials appropriately Get adult help for accidents and spills Report visitors not wearing a pass to adults 	 Use kind words and actions Use quiet voices Follow adult directions promptly Clean up after yourself Be honest 	 Follow school expectations Help others follow school expectations Take care of personal and other equipment Be on time Ask adults for permission to leave assigned areas
Cafeteria	 Wash hands before meals Walk facing forward Stay in line with your class Report spills 	 Use quiet voices Wait your turn Follow adult directions	 Take the amount of food you will be able to eat Get all your supplies the first time through the line
Lunch Room	 Walk facing forward Eat your own food Sit on your bottom with your feet on the floor 	 Use quiet voices Allow anyone to sit next to you Clean up your own mess Report spills 	 Clean up after yourself Raise your hand to be dismissed
Library	 Only use the library if an adult is with you Keep hands, feet, and objects to self Ask for help with things you can't reach Walk facing forward 	 Use quiet voices Follow adult directions Clean up after yourself	 Use a library pass Leave books you looked at on the tables Return all books and equipment on time and in good condition
Gym	 Move about safely Dress appropriately Report damaged equipment to an adult 	 Take care of all equipment Return equipment to where you got it Use good sportsmanship 	 Listen and follow adult signals Encourage others Do your best
School/ District Technology	 Use equipment appropriately Follow teacher directions	Respect others privacy	 Use computers safely Get adult help for problems
Assemblies	 Leave aisles clear Listen to adult directions Stay seated until dismissed 	 Keep eyes on the speaker Listen to the speaker Keep your hands in your lap Keep voices off during assembly Raise your hand to ask questions 	 Stay seated with your class Follow all adult directions Enter and exit with voices off
Office	Only leave with people the office gives you permission to	Keep body and voice quietWait until it's your turn	Hand your pass to the secretary

AREA	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
All Areas	 Walk facing forward Keep body to self Use all equipment and materials appropriately Get adult help for accidents and spills Report visitors not wearing a pass to adults 	 Use kind words and actions Use quiet voices Follow adult directions promptly Clean up after yourself Be honest 	 Follow school expectations Help others follow school expectations Take care of personal and other equipment Be on time Ask adults for permission to leave assigned areas
			Tell the secretary what you needReturn to your class quickly

MARI-LINN SCHOOL PLAYGROUND BEHAVIOR EXPECTATIONS

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
 Walk on the blacktop at all times Listen to adult directions Play where an adult can see you Use equipment appropriately What's on the ground stays on the ground 	 Know the rules and play by the rules Work together to solve problems using your words Stop playing when the whistle blows Line up quickly and quietly Put play equipment in the correct location Share and take turns Keep your body to yourself 	 Use kind words and actions Respect all property, yours and others Take turns and share Allow everyone to play in games Bullying is NEVER okay. If you see or hear it, get help! Ask and adult for permission to leave the playground

Equipment/Game Guidelines

Equipment/Game Guidelines					
 Wal Big Stay Use to end to end	k on and around the Toy inside the rails stairs and equipment nter and exit the toy g from your hands on the rings and nkey bars y one person at a time the monkey bars or	•	Walk on and around the structure Stay inside the rails Use stairs and equipment to enter and exit the toy Hang from your hands only the monkey bars Only one person at a time on the monkey bars rings	•	SWINGS Stay seated facing forward with both hands on the chain at all times Stop completely to get off the swing Stand beside the end of the swing set while waiting, and stay clear of areas in the front and back of the swing set Swing straight forward and back without twisting the chains
 Slid bott Go o Mov bott Use clim Stay 	e feet first on your om down one at a time we away from the om when done stairs or a ladder to be the slide off when wet p slides clean		Walk at all times Listen to adult directions Be aware of other students games and be aware of balls or other equipment	•	TETHERBALL After the 1st serve, both players must hit the ball The 1st person in line is the only judge Only hit the ball in your direction Stay on your side of the line
LineFirsTakeUseAllo	QUARE/2 SQUARE e up behind the line t person calls outs e outs appropriately kind words ow everyone to icipate	•	BASKETBALL Five on five or less Include everyone Do not argue about fouls Avoid fouls	•	JUMP ROPES Use on blacktop Use for jumping only Use in your own space away from others
 field 4 sq on t Socion field Put 	y kick balls in the I uare and basketball he blacktop cer and football in the	•	SOCCER Body to self Include everyone Keep self and others safe Keep players from falling Use kind words and actions	•	FOOTBALL Two-hand gentle touch - NO TACKLING Keep players from falling Include everyone Keep self and others safe Use kind words and actions

-		
 Merry-Go-Round Wait until the merry-go-round is stopped to get on. Hold on to the hand railings while riding. Do not jump off while the toy is spinning. 	 Chasing Games In the field, only Away from other organized games 	 RINGS/SLIDER Move across in one direction One at a time on rings One at a time on the platform Hands-only One turn, then return to
11 0	organized games	
railings while riding.		platform
ÿ 1		,
Do not push others off the toy.		the end of the line
 the toy. Stand away from the 		
merry-go-round while it is spinning and wait until		
it is stopped to get near the toy.		
• Do not hang arms, hands, feet, or any body parts off		

Ga-go Ball Rules

the side of the toy.

- Be honest!! If you are out, be honest and exit to the outside of the ga-ga ball pit.
- All players start with one hand touching a wall of the pit.
- The game begins with one person throwing the ball into the center of the pit.
- When the ball enters the pit, the players scream "GA" for the first two bounces and "GO" on the third bounce, after which the ball is in action.
- Once the ball is in play, any player can hit the ball with an open or closed hand. **YOU MAY NOT THROW THE BALL!!** Only hitting is allowed!
- If a ball touches a player at or below the knee (even if the player hits themselves) he or she is out and leaves the pit. If a player is hit above the knees, play continues. A ball hitting a player that bounces off the walls is still counted as hitting a player and results in an OUT.
- Enter and exit the pit over any side OTHER THAN the gate side.
- If a ball is caught on a fly, the player who hit the ball it out.
- If a ball goes out of the playing pit, the last person to touch the ball is out.
- Players cannot hold the ball.
- If a player is hit in the head, the last person to touch the ball is out.
- Players can not hit the ball two times in a row. If the ball hits a wall or another player, that counts as a hit, and the player can touch the ball again.
- Once there are only 3 players left, players MAY double-hit the ball.
- Once there are only 2 players left, start a 10-second countdown to end the game.
- ****If a referee is needed, the first person "out" can become the referee.
- If too many people want to play the game and it becomes crowded, 30 people will start in the pit. The rest of the players will make a line. When one player in the pit is out, someone from the line comes into the pit.
- PLEASE DO NOT ENTER OR EXIT THE PIT ON THE SIDE WITH THE GATE. IT WILL DAMAGE THE GATE AND MAKE IT UNUSABLE FOR THOSE WHO MIGHT NEED IT.
- Include everyone and be honest and fair.

Behavior Guidelines:

The overriding goal of the Mari-Linn School Discipline Policy is to create an environment where student learning occurs effectively. Students will learn about themselves as they learn to accept responsibility for their actions and grow through the experience. Even more important is the creation of an environment that is safe, orderly, and allows all students to learn and feel that they belong. In doing this, all students will have the best school experience possible.

Hurtful Speech/Hate Speech

To ensure a safe learning environment for all, Mari-Linn School prohibits students from engaging in harassing speech, aggressive speech, and/or hateful speech (words that are used toward anyone with the intent to cause harm) regardless of the intent (slang, slurs, endearment, and/or attempts at humor). This includes any harmful language around protected characteristics: race, ethnicity, national origin, disability, religious affiliation, caste, sexual orientation, sex, gender identity, and serious disease. Cursing is also prohibited. This policy extends to students' online behavior during the school day and may extend to behavior outside the school day if it impacts the learning environment. Administration views hurtful/hate speech as being as impactful to the culture of the school as a physical fight and students may be disciplined in a similar manner for their speech.

Elementary Level: K-5

The staff utilizes positive reinforcement of acceptable behaviors and appropriate consequences for misbehavior. The teachers and assistants closely monitor students both inside the classrooms and on the playground. An open line of communication with parents is an integral component of the school plan.

Each teacher reinforces responsible behavior with a variety of techniques and motivators. Examples include but are not limited to positive notes (or calls) to parents, compliments, high-fives, and a wide array of token reinforcements. These may be individual or whole-class incentives. Contracts and/or charts may be used to record specific academic or behavioral goals. Less than acceptable behaviors in class may result in one or more of the following consequences given by the classroom teacher: (1) call or note home; (2) reset break; (3) discussion and completion of a problem-solving form with a possible behavior plan put in place; or (4) loss of privileges. Extreme or repetitive offenses may warrant a referral to the Principal, a call home, and/or possible detention, suspension, or expulsion.

Middle School Level: 6-8

The goals of the middle school behavior management plan are to have students take responsibility for their behavior and to encourage positive choices. To mutually benefit students and staff, behavior management at the middle school level is a two-part process. It establishes consistent limitations and consequences that students and parents clearly understand, while it reinforces appropriate action when students do or do not respond to the expectations. Middle School students and parents/guardians will be asked to review and sign a code of conduct that will be sent home during the first week of school.

BIRTHDAYS/BALLOONS/GIFTS

Parents who wish to celebrate their child's birthday by bringing treats for classmates to share need to call the homeroom teacher a few days before the birthday to make arrangements. The teacher will set a time that will be the least disruptive to the learning environment.

Prepackaged food items made in licensed commercial facilities may be distributed to students, provided handling is minimized. Distribution must be preceded by staff-supervised hand washing. Utensils, such as tongs and gloves, must be used to ensure food is not contaminated as it is distributed to students unless the food is individually packaged.

If balloons or student gifts are sent to the school, they will be held in the office.

CLOSED CAMPUS

Mari-Linn School maintains a closed campus during regular school hours. Students remain under the supervision of school staff during regular school hours and must have permission, either in writing or by a parent/guardian speaking with office staff, prior to leaving campus. Unless the parent sends a note or calls the office, only those listed on the registration sheet will be allowed to pick up a child. When your child must leave during the day, come into the main office to sign your student out. Office staff will then call the student from class. Leaving campus without permission is truancy and appropriate consequences will apply.

COMMUNICATION

Open and direct communication between home and school is very important. Parents and staff members are encouraged to communicate by conferencing, phone calls, e-mails, notes, etc. The following communications will be sent home on a regular basis:

Hornet Buzz:

Our school newsletter, The Hornet Buzz, is distributed once a month via our parent communication platform, Blackboard. It informs you of classroom activities and building programs.

Meal Menus:

Breakfast and lunch menus are sent home monthly.

Field Trip Notices:

You will be notified of details prior to each trip.

Tuesday Folders:

Newsletters, announcements, fliers, and other communication will be sent home in Tuesday Folders for Kindergarten through 5th grade. Be sure to check with your child for this information.

Facebook:

Mari-Linn has a Facebook page that we use to post important reminders and info about all the great things happening in our school. Please Like our page!

Parents are encouraged to contact teachers with concerns or to set up an appointment through email. Email addresses are available through ParentVUE. If you cannot access ParentVUE, please contact the school office. Please do not use email for concerns that need immediate attention, allow two days for a written response. Teachers are available for personal contact before and after school. During class time, classroom phones are sent to voicemail to protect learning and work time. The office will not interrupt classes except in the case of an emergency.

PHONE CALLS

Teachers and students will not be called from the classroom during instructional time to accept telephone calls except in emergencies. Office personnel will take messages for non-emergency calls.

Students are expected to engage and participate in the learning process in the classroom. Electronics use throughout the day interrupts teaching and learning and impacts students' overall success in school. Parents, please contact the school office if you need to get an urgent message to your child. The constant buzzing of students' phones is a distraction for your child and others nearby.

TECHNOLOGY AT SCHOOL (INCLUDING CELL PHONES)

Students are allowed to bring cell phones to school as long as they are used responsibly, however, they need to remain in lockers or backpacks during the instructional day, 7:45 am -2:30 pm. Students bring their devices to school at their own risk, and the district is not responsible for lost or stolen devices. Students may use the office phone during the day to contact parents/guardians with the permission of an office staff member. Please see the <u>Responsible Use Agreement</u> at the end of this handbook for information regarding our expectations for student technology use.

CURRICULUM AND TEXTBOOKS

Textbooks and other learning materials are provided by the District for student use in the educational process. While normal wear is to be expected, we must require students to pay for damages to these materials in excess of normal wear. Examples of damage that will result in charges are writing in the book, torn or missing pages, broken spine on the book, water damage, etc. The issuing teacher will record the current state of the materials when checking out materials to students. If an item is lost or stolen, the student must pay for it before a replacement is issued. If an item is abused during use, the teacher may assess a charge to repair the damage or replace the item if the damage makes it unusable. These charges are due before final report cards are mailed. Any unpaid fines will be carried over to the next school year. Eighth graders must have all fines paid before participation in end-of-year promotion activities.

DRESS CODE:

Mari-Linn School will follow the North Santiam School District's dress and grooming policy found in the Student-Parent Handbook. The following standards have been developed to guide students and families in making sure that clothing choices are appropriate for school:

- Dress and grooming shall be clean, in keeping with proper health, safety and sanitary practices; this includes always wearing shoes in school.
- The dress and grooming of students shall not cause a substantial disruption to the teaching and learning process (distractions due to the type of clothing).

- Dress and grooming needs to allow for student participation in all subject areas, including PE.
- Any clothing deemed to be gang-affiliated or other related gang paraphernalia will not be allowed.
- Clothing that has pictures of or references to alcohol or firearms, or drug-related clothing will not be allowed at school. Students are also not allowed to wear anything that promotes racial or sexual harassment or discrimination.
- Clothing should be modest in nature in every school setting, including sporting events (no private parts or undergarments exposed).

Students who represent the school in a voluntary activity may be required to conform to dress and grooming standards approved by the superintendent and may be denied the opportunity to participate if those standards are not met.

HATS - the following guidelines apply:

- School administrators reserve the right to remove hats at any time due to disruptions to the learning environment;
- o Teachers have the right to prohibit hats in their classrooms;
- Baseball-style caps are allowed;
- Beanies are only allowed if they do not cover the ears;
- Hoods are not allowed:
- Hats that bring attention to oneself (pirate, sombreros, etc) are not allowed;
- Students should refrain from touching or wearing other students' headwear.

GUM AND FOOD

Gum and food wrappers are a constant maintenance problem in the building. We ask that students not chew gum at school. Students are asked to eat food in the cafeteria unless otherwise approved and supervised by staff. We encourage all students to bring healthy snacks and lunch items to eat at school. Students are asked not to bring soda pop or high-energy drinks to consume during school hours.

LIBRARY

Students are encouraged to check out materials and books from the library and return them by the due date. While there are no overdue book fines, students will be assessed a fee for lost or damaged materials.

MAKE UP WORK

Students are responsible for requesting and completing work missed during an absence or school-sponsored activity (field trip, early release for games, etc.). Sufficient time (1 day per each day absent) will be allowed to make up work, relative to the length of the absence and the complexity of the assignment missed. Call the school office before 9:00 to request homework. The office staff will send requests to teachers, and requested assignments will be ready to be picked up by 2:30 p.m.

READING COMPACT

One of the goals of the School-Wide Title I Program at Mari-Linn is to make learning to read a priority for all students. We believe that in order to make this a reality, we must work in partnership with students and families. The Reading Compact outlines the school's commitment to high literacy standards. Please read through the compact and discuss it with your child. Thank you for your support in working together to provide a high-quality education for your student.

We, the Mari-Linn School community, establish this Reading Compact in order to foster the improvement of reading and other language arts and to support the success of our students so all may read well and independently. We believe this can be done with the planned partnership of parents, families, students, teachers, the Principal, and community members. Each must take on the following responsibilities:

As a student, I will:

- Ask my family to read to me or with me for 20 minutes each day, five days a week.
- Try to do my best work.
- Pay attention to my teachers, family, and tutors, and ask questions when I need help.
- Come to school with a positive attitude.
- Use my work time wisely.

As a parent/guardian, I will:

- Read at home or for 20 minutes or more each day.
- Contact my child's teacher or reading specialist when my child does not understand an assignment or needs special help.
- Actively participate in school events and parent-teacher conferences.
- Know what is expected of my child, by grade, in reading and other language arts skills.
- Do activities at home that continue my child's classroom learning.

As a staff member, I will:

- Encourage parents to read with their children 20 minutes or more per day and to get a library card for their child.
- Provide meaningful, engaging curriculum activities that focus on the individual needs of students, with clear directions for parents to use at home.
- Meet frequently with other staff members to discuss effective teaching strategies in reading, writing, listening, and speaking.
- Guide parents to help their children with home learning activities.
- Attend workshops to learn about research-based methods for teaching literacy skills.

LATE START MONDAY - PLC

Professional Learning Communities are when groups of people work together for higher achievement and success. Teachers will have one hour every Monday morning during the year to work with other staff in order to provide greater success for students in the areas of reading, math, science, social studies, and writing. On Mondays, school will start one hour later than the normal start time on Tues-Fridays. The District will be providing supervision for students who need to arrive earlier at school due to any family schedule conflicts. Buses will run one hour later than normal.

REGISTRATION

Any child who is five years of age on or before September 1 may enter Kindergarten that year. Students who are six years of age on or before September 1 may enter grade one.

Registration and annual re-enrollment are processed online via ParentVUE via the <u>district's website</u>. Paper forms are also available in the school office. It is vital that the school office has current, accurate information for students, especially in emergency situations. Please call whenever you have changes to your phone number, address, employment, or emergency contacts as listed on the registration form.

REPORT CARDS

Kindergarten through fifth grade (K-5) will be non-letter graded. Students will receive report cards in January and June. Sixth through eighth grade (6-8) students will receive letter-graded reports at the end of each nine-week grading period. Parent-teacher conferences will be scheduled at the end of the first and third nine-week grading periods.

PARENT-TEACHER ASSOCIATION

The PTA works to improve the school by raising money for projects and providing opportunities for children, parents, staff, and neighborhood residents to work together and enjoy special events. If you are interested in joining the PTA, please contact marilinnpta@gmail.com.

SCHOOL MEALS

All students attending Mari-Linn School have automatically been approved to eat one breakfast and lunch per day at no charge through the Community Eligibility Provision. There is no requirement to complete a Free & Reduced application. Should a student wish to eat an additional meal or purchase supplemental items such as milk, they will need to pay for those with cash or funds that have been deposited into their lunch accounts. Students will no longer be allowed to charge items to accounts with a zero or negative balance. Sack lunches may also be brought from home.

SPORTING EVENTS AND EXTRACURRICULAR ACTIVITIES

For safety reasons, elementary and middle school students attending any sporting event should be accompanied by an adult and should sit in the bleachers except when going to or coming from the restrooms.

VISITORS

Identification/Badges:

We require ALL visitors (parents, volunteers, vendors, etc.) to begin each visit to Mari-Linn School by coming to the office to sign in and obtain a visitor badge to wear.

Parent Visitations:

Parents are encouraged to visit the school and observe their child's classes at any time. We ask that the parent call the school at least the day preceding their visit so that arrangements can be made with the teacher(s) involved. We encourage parents to recognize that their presence, as visitors, in the classroom alters the dynamics of that classroom. Parents should make sure to maintain a focus on the tasks at hand in the room and resist the temptation to interact with the students, unless that interaction is in relation to the tasks at hand. This will help the teacher maintain the learning atmosphere of the classroom. Please plan to have younger children cared for at home or at a daycare facility on the day you visit.

Above all, remember that the teacher's primary responsibility during class time is to the students in their classroom. If you have questions or a problem you would like to discuss with the teacher, you will need to make an appointment for a conference with the teacher for a time when they do not have the responsibility of a class to teach.

VOLUNTEERS

In order to protect our students, all volunteers must complete the background check process at least two (2) weeks before the event and be cleared through the Human Resources department before serving as a volunteer. This process now occurs online. To access the portal, click <u>HERE</u> or go to the NSSD website and click on VOLUNTEERS/VENDORS.

Mari-Linn School has been enriched by the help of volunteers who generously offer their time and talent to enhance programs and activities at the school. There are many ways to become involved in the school. A few ideas are:

- Classroom Volunteer: Working in the classroom with individuals or in small groups on projects, helping with bulletin boards, etc.
- Special Programs Volunteer: Working with students who need extra help individually or in small groups
- PTA Member: Working on projects that enhance the school atmosphere or community connections
- Library Volunteer: Shelving books, bulletin boards, etc.

WEBSITE INFORMATION

The District Website is located at www.nssd29j.org with a link to all campuses on the top bar labeled "Schools".

WITHDRAWAL

Notify the school office and the classroom teacher at least one week in advance if your student will be withdrawing from school. This gives school staff the necessary time to prepare transfer materials. All educational records of a student will be transferred to the receiving school district within 10 days upon receipt of a signed request from that district.

Addendum 1 Parent/Student Technology Responsible Use Form (RUF) Grades K-5

The NSSD strongly believes in equipping our students with the skills and knowledge to become future-ready. We expect students to understand that using their devices is a privilege, and any privilege comes with responsibility. The following are the expectations when students use school devices:

How should I use technology?

- I will use my device when a staff member asks me during class, during my own study time or during breaks.
- When a staff member says it's time for a device break, I will put my devices away.
- I will ask for permission before downloading any new apps.
- I will take care of any school devices as if they were my own.

What should I do with technology?

- I will use my device to learn new things.
- I will check the information to verify that it is true.
- I will give credit to the creators of content that is not mine.

How should I interact with other people?

- I will be a good cyber-friend, including being honest and kind online.
- I will let a teacher or parent know before contacting someone online I don't already know.
- I will not share personal information (like my home address or birthdate) about myself or others online.
- I will give feedback and comments in ways that make others feel supported and welcome.
- I will use appropriate language and won't make others feel uncomfortable because of the things I say.

What happens when something goes wrong?

- When I do something that is not in line with this agreement, I will talk to a teacher or trusted adult who will help me figure out how to make it right.
- I will immediately stop and tell a trusted adult if anything happens on the computer or online that does not seem right or makes me feel uncomfortable.

I understand that using any school technology is a privilege I must earn. If I don't keep my part of this agreement, I understand that privileges may be removed for a time and that I may face additional consequences.

I have read the ab	ove information and agree to the terms and conditions.
Student Signature_	Date

Addendum 2

NSSD Parent/Student Technology RESPONSIBLE Use Form (RUF) Grades 6-12

The NSSD strongly believes in equipping our students with the skills and knowledge to become future-ready. We expect students to understand that using their devices is a privilege, and any privilege comes with responsibility. The following are the expectations for using personal devices at school or anytime students use school devices:

Digital Citizenship

I am responsible for modeling positive digital citizenship. I will treat people with dignity and

kindness when using technology and online.

- I will be honest and ethical in all digital communications.
- I will be kind and avoid making threats, insulting, gossiping, or teasing others with cruelty while I am online or using a computer.
- I will credit authors or sources when using information or ideas that are not my own. Failure to properly cite my sources of information is called plagiarism and is a form of cheating.
- I understand that what I post may be seen by others at school and at home and that what is posted on the Internet can be seen by anyone in the world.
- I will not share personal information (either my own or another student's), including where I live, details about family or friends (including names), my age, birthday, home address, or phone number on the Internet.
- I will consider whom I am communicating with and think about how they might interpret my words.
- I will give constructive criticism and provide comments that help others feel supported.
- I will use respectful and appropriate language without swearing, name-calling, or causing others to feel uncomfortable due to their gender, race, appearance, behavior, or beliefs.
- I will fact-check information before I share it digitally.
- I will not impersonate others or try to trick people into thinking something I wrote was done by someone else.

Learning and Curiosity

I understand that school technology and networks are primarily provided to help support my learning

and curiosity.

- I will use technology to learn new things.
- I will use technology to complete school activities or assignments.
- I will use my device to check information and verify its accuracy.
- I will give credit to the creators of any content I use that is not my own.
- I will engage in research to develop my knowledge and skills, aspiring to reach my full academic potential.

Personal Responsibility and Safety

I know that school computers and internet communication tools must be used properly and responsibly.

- If I find inappropriate content on the Internet, I will notify a staff member or a trusted adult, especially if I encounter any inappropriate material while completing an assignment.
- I will treat the Chromebook and all technology equipment from the school as if they belonged to me.
- I will respect the district network's security measures and only download apps or content I have permission to access.
- I will only log into the computer or network with my own username and password.

I understand that using any school technology, networks or personal devices at school is a privilege I must earn through responsible use, but we all make mistakes.

When I use my device in a way that is inconsistent with this agreement, I will inform a trusted adult and ask them to help me make it right. If I can't consistently keep my part of this agreement, I understand that privileges may be temporarily removed and that I may face additional consequences.

I have read the above information and agree to the terms and conditions.			
Student Signature	Date		

Addendum 3

North Santiam School District Middle School Parent and Athlete Co-Curricular Handbook 2024-2025







NORTH SANTIAM SCHOOL DISTRICT MIDDLE SCHOOLS ATHLETIC RULES, REGULATIONS, AND GUIDELINES

AUTHORITY

North Santiam School District maintains final authority regarding the implementation of its athletic programs. Concerns about athletic programs should be addressed initially to the middle school coaching staff and administration.

The purpose of the program of interscholastic athletics is to promote, direct, and conduct athletics to further the aims of fitness and general education, to promote friendly relations with other schools, to provide an opportunity for students to experience teamwork, to encourage participation by all students, and to teach good sportsmanship and fair play.

PHILOSOPHY

The philosophy of the middle school athletic program is consistent with the overall district philosophy in that it is based upon a belief in the worth and dignity of the individual. We strive to create an activity environment that will aid each participant in developing confidence, self-esteem, and a desire to be a contributor to a positive group effort. The activities program is expected to promote self-discovery, fitness, good sportsmanship, and citizenship, respect for people and property, self-discipline, and responsibility.

A properly organized and conducted activities program should be a distinct contribution to an individual's total education. However, it should be understood that participation in middle school activities is both a right and a privilege that carries specific responsibilities to the team/group, the school, and the community that supports it.

Playing time is an important part of skill development. North Santiam middle schools will follow their league policies stating the need for playing time in each half of every contest for team sports. Attendance problems or inappropriate behavior while participating in any team activity may result in reduced playing time.

Parent complaints should be dealt with at the lowest level. Schedule a meeting with your child's coach. Parents and athletes will not address concerns with coaches at the contest site on the day of games. Concerns will not be addressed to coaches before, during, or after athletic contests. Instead, a separate appointment will be made so that concerns may be addressed privately with the coach and, if necessary, the athletic director and an administrator.

ELIGIBILITY

- 1. To be eligible to participate in the organized interscholastic athletic program of North Santiam middle schools, a student must:
 - Be enrolled as a middle school student in the North Santiam School District.
 - Maintain academic grades in all classes during the sport/activity season, as verified by each individual middle school in the District.
 - Maintain satisfactory behavior while at school. Any suspension from school on the day of an athletic contest will mean exclusion from that contest.
 - Have a recent physical examination on file with the school, indicating approval for participation. In order to play interscholastic sports, a student must have a current physical on file and have medical insurance coverage (family or school).
 - Have a signed *Athletic Participation Permit* on file with the school.

- 2. When all eligibility requirements are completed and all forms submitted, the student will be cleared for participation.
- 3. There are certain character traits and behaviors desirable in all students and necessary in athletic participants if we are to comply with the goals of our philosophy. Athletic participants must:
 - Maintain regular attendance in class, especially the day of and the day following an activity.
 - Students who are absent for any part of the day due to illness or out-of-school suspension will not be able to participate in after school or evening activities. If an *absence is pre-arranged* with the athletic director or principal, a student may be cleared to participate in after school or evening activities, including athletics. A student suspended in-school may practice but not play in competition.
 - Demonstrate self-control and refrain from unsportsmanlike actions or words that bring discredit to the team or the student body as a whole.
 - Refrain from using profane or obscene language.
 - Refrain from any actions or words considered insubordinate to coaches.
 - Refrain from any actions or words considered insubordinate to the officials.
 - Demonstrate responsibility and respect for equipment.
 - Maintain appearance and grooming which is neat, clean, and appropriate to the activity.
 - Refrain from possession or use of alcohol in any form.
 - Refrain from possession or use of tobacco in any form.
 - Refrain from possession or use of illegal drugs or narcotics.
 - Refrain from involvement in criminal activity, including actions relating to theft or destruction of property.
- 4. Consequences for violation of the above rules will be addressed specifically in the athletic agreement and team rules established by each coach.
 - Probation: The athlete will be formally warned about any violation of a team regulation and likely will be suspended or dismissed from the team if any further violation occurs.
 - Suspension: The athlete will be required to participate in all team practices and meetings, but will not be allowed to dress down or participate in a specified number of games.
 - Dismissal: The athlete will be excused from the team for the remainder of the season.
- 5. School uniforms and gear must be returned (or paid for) before students may start the next sport.
- 6. Additional team rules specific to each sport will be provided to participants and parents by the coach.

IMPLEMENTATION

In order to implement the concepts of the athletic philosophy into a working program, the following guidelines will be followed:

- 1. North Santiam Middle School athletic programs are open to any student who meets eligibility requirements and is willing to make a commitment to the activities in which they wish to participate. Participants must also be willing to accept the philosophy and agree to specific rules.
- 2. Each participant and their parent/guardian shall be made aware (in writing) of the program philosophy and all eligibility and participation requirements.
- 3. Although individual activities may have specific rules, these rules must be consistent with the general philosophy. They are to be in writing when appropriate and provided to the participants and their parent/guardian.
- 4. Individual coaches must be diligent in maintaining standards consistent with the philosophy. It is their responsibility to uphold the rules that were made for the benefit of the individual and the group.
- 5. Teachers, coaches, and administrators are the only people who may report infractions or violations of team rules. All reports of alleged violations must be referred to them.
- 6. Coaches have the authority to discipline participants for actions and behaviors that violate the rules and expectations of participants. Suspensions and dismissals must be reported to the parent, and to the principal, by the coach within one school day of the action. Dismissals are subject to approval by the principal.

WARNING STATEMENT

The benefits of participation in organized athletics are many, as outlined in our philosophy statement. It is important, however, that participants and their parents be aware that there is risk of injury in virtually every athletic activity. Supervision, quality instruction, sportsmanlike actions, and emphasis on safety greatly minimize the potential for injury, but the risk remains.

For sports participation, sports physical, or permission forms for your student to travel by private vehicle with someone other than you, click on this link Middle School Athletic Forms, to be directed to our website.