



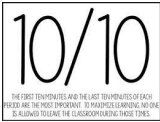

	<p style="text-align: center;">Estacada Middle School Tiger PRIDE</p> <p style="text-align: center;">We are Persistent, Resilient, Innovative, Determined and Empathetic Learners</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> Principal: Sarah Shields Vice Principal: Kate Dean Counselor: Amelia Gundlach Counselor: Ashley Allen </td><td style="width: 50%; vertical-align: top;"> Instructional Coach: Kristole Juker Student Success Coach: Taylor Korst Student Management: XXXXX </td></tr> </table>	Principal: Sarah Shields Vice Principal: Kate Dean Counselor: Amelia Gundlach Counselor: Ashley Allen	Instructional Coach: Kristole Juker Student Success Coach: Taylor Korst Student Management: XXXXX
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	<h2 style="margin: 0;">The Big 5 2024-2025</h2>		
<p>Cell Phone and Air Pod Usage</p>  	<p>OFF and AWAY: Cell phones and Air Pods are off and away from 7:30 a.m. to 2:36 p.m. during academic time. Academic time is considered bell-to-bell each class period. We will not dispute cell phone use during passing time or lunch time unless it disrupts the school's learning environment or violates any school rule or District policy.</p> <p>Cell Phones are not allowed in PE Locker Rooms or Bathrooms.</p> <p>If phones/electronics are out and being used during academic:</p> <ul style="list-style-type: none"> ● When entering the classroom, students are expected to put their phones or AirPods in the pocket chart located in every classroom (They have the option of leaving phones in their lockers, which is preferred and Air Pods are discouraged at school). ● Staff will ask the student to hand item(s) to them, and below is the progression of action: <ul style="list-style-type: none"> ○ First incident: Item(s) returned to the student at the end of the class period ○ Repeated Incidents: Item(s) will be turned into the office, and the student can pick it up at the end of the day. <ul style="list-style-type: none"> ■ Students can expect a conversation with an administrator regarding electronic policy. ■ Students may be placed on a check-in/check-out program with their electronics and parent involvement. ■ Parents will be contacted to find a solution. <p>Health accommodations will be made to allow electronic access to students in need, per the requirements of their own 504 or IEP.</p> <p><i>Estacada Middle School/School District is not responsible for loss, theft, or damage to personal electronic devices brought to district property or school-sponsored events. Board Policy JFCEB-AR</i></p>		
<p>Food and Drinks</p> 	<p>Our goal is to promote healthy habits. Therefore, energy drinks and similar drinks, including soda and caffeinated drinks, are not allowed and should not be brought to school. Students will be asked to discard or finish their drink prior to entering the school building.</p> <p>Energy Drinks/Coffee/Smoothies: Students who bring energy/coffee drinks or smoothies to school in the morning must finish and properly dispose of them before entering the school. Students may not store open beverages in their lockers due to spills/pest infestations. Energy drinks are not allowed during the school day at any time (including lunches) due to a marked increase in health-related concerns/issues. Students with open energy drinks will be asked to pour them out and not bring them to school. Students are allowed to bring water in bottles to consume throughout the day and drinking fountains are available in all buildings.</p> <p>Considering the educational opportunity of the day in any classroom, the teacher can instruct a student to put food and beverage items away.</p>		

<p>Dress for Success</p> 	<p>Dress for Success</p> <p>"Dressing for Success" is an idea that focuses on clothing as a means of achieving one's goals and ambitions. It revolves around the idea that your attire can empower you to reach your objectives, whether they are educational, career-oriented, or personal.</p> <p>Prohibited:</p> <ul style="list-style-type: none"> Any item with offensive language, alcohol, tobacco, drug references/paraphernalia, nudity, gang symbols, that is discriminatory in nature, or that is in violation of Oregon's Every Student Belongs Rule prohibiting hate symbols, specifically the swastika, the confederate flag, and the noose. Clothing that reveals male or female undergarments. A bra strap showing beneath a dress code-appropriate top is okay. Clothing that exposes the midriff. Undergarments worn as a primary outfit (ex: sports bra/bralette, boxer shorts). Spandex without being covered by another article of clothing (allowed: spandex under shorts/jeans/pants. Not allowed: spandex alone) Sunglasses during school hours unless a doctor provides a prescription. Capes or flags draped over the shoulders or worn. <p>Guidelines:</p> <ul style="list-style-type: none"> The neckline of a top cannot be lower than the straight line from the top of the underarm across to the opposite underarm. Shirts must have shoulder straps. i.e., no tube tops. The shirt's armholes must not be so large that they expose the midriff or back. When leggings, yoga pants, etc., are worn as a primary garment, they cannot be sheer or see-through. Spandex is okay only when worn under another article of clothing (shorts/jeans/pants). Pajama bottoms are highly discouraged as they do not support our mission of Dressing for Success.
<p>First 10 Last 10</p> 	<p>10/10 Expectation</p> <p>Students are expected to follow the First 10 Last 10 Protocol. This means they are asked to stay in the classroom for the first and last ten minutes of class.</p> <p>This standard is designed to ensure clarity among teachers and students regarding directions or expectations. It ensures that students are present in the classroom for the first 10 minutes when instructions are given and also aids in the last 10 minutes of class by providing a summary of the day's activities or a discussion of what was learned.</p>
<p>Successful Learner</p> 	<p>Learning Tools: ALL students must have all supplies.</p> <ul style="list-style-type: none"> 3-Ring Binder/Dividers: All students are expected to use a three-ring binder with individual tabs for each class period of the student's academic day. Pencil (writing tool) Chromebook: Students will have a Chromebook to access learning. Students and families must sign the ESD108 Responsible Use Agreement to access the District's internet and Chromebook. <p>These are required materials to support student learning.</p>
<p>Estacada Middle School 2024-2025</p>	
<p>RIGHTS and RESPONSIBILITIES</p>	
<p>Academics And Grading</p>	<p>Standards-Based Grading</p> <p>The Estacada School District uses Standards-Based Grading (SBG) to report student progress toward proficiency. To achieve this, we focus solely on Essential Learning Standards (ELS) determined by each content Professional Learning Community (PLC). In SBG, students must learn content and skills to earn a proficiency indicator. Students who do not meet proficiency the first time they are assessed are given additional opportunities to engage in extra practice and are then reassessed for new proficiency measures.</p>

	<p>Practice Work (Homework) Practice assignments are critical for student success. Completion of homework/practice is expected for student mastery of the Essential Learning Standards. Homework will vary by teacher and is essential in mastering ELSS.</p> <p>Homework/practice is not weighted toward the final proficiencies of an ELS. However, homework/practice is measured and published into PowerSchool work completion but will not impact the final proficiency measure.</p> <p>To retake an assessment, a student may be required to complete all practice assignments leading up to the assessment.</p> <p>Students in the Estacada School District are also measured on skills identified as Characteristics of a Successful Learner. These characteristics are separate from the academic Essential Learning Standards and do not negatively impact the student's academic progress. These characteristics inform the student and the parent how they develop their social-emotional growth and approach to learning. Teachers will use a rubric to identify a student's proficiency in each characteristic.</p> <p>FLEX (Intervention, Enrichment, and Academic Foundational Support) EMS is intentional in the enrollment of flex class based on individual student need. Students will be enrolled in a weekly FLEX class-throughout the academic school year. A student's enrollment is determined first by their diagnostic achievement in Math and Reading, followed by their achievement in their Core Classes and academic progress. EMS ensures that if your student is lagging in a skill, then the team will do what is necessary for your student to learn the skill. If your student needs additional time or an alternative method of teaching, then we provide this intervention during FLEX. If your student already has learned the target or standard, we will provide enrichment during FLEX class.</p> <p>REID (Responsive Extensions, Interventions, and Development) Fridays A student's enrollment in an Extension and/or Intervention class on Friday will be determined by the student's percentage of work completion (including missing work), the student's progress toward grade-level standards, the student's reading and Math abilities, and/or at the teacher's assignment.</p> <p>Success Class This class is a "Homeroom"-esque course in which students are taught the schoolwide expectations for PBIS, technology, and academics and are asked to track their progress over time (students will keep track of their diagnostic data, their achievement and growth in ELSS, and their readiness indicator progress). This class also uses the Success Bound curriculum to develop students' social-emotional learning.</p>
Arrival and Departures	<p>Check-In Procedure Students who arrive at school after the start time must check in at the student window before reporting to class and receive a Late Entry Pass. Students who arrive late will be marked either Excused Tardy or Tardy.</p> <p>Check-Out Procedure During The School Day If a student must leave school before the end of the day due to illness or appointment:</p> <ul style="list-style-type: none"> • A parent/guardian (listed in Powerschool) must come into the school office to sign the student out. • An emergency contact* (listed in Powerschool) must come into the school office to sign the student out. • Please try to have pick-up arrangements made prior to 2:15 each day to ensure the office staff can get the message to the student. <p>*Please be sure your emergency contact information in PowerSchool is updated and accurate. *Emergency contact must present photo identification when picking up a student from school.</p> <p>Changing PM Pick-up Routine: If a student requests a bus change to ride home with a friend, they must bring a signed note from a guardian before the end of the day to collect a bus pass.</p> <p>Please call the office ahead of time if possible, and we will do our best to have your child waiting when you arrive. (Policies JEDB, JEF)</p>
Attendance	<p>To report a student's absence:</p> <ul style="list-style-type: none"> • Email emsinfo@estacada.k12.or.us • Call 503-630-8516.

	<p>When returning from an absence, the student must communicate and work with their teachers to ensure all learning tasks are completed.</p> <ul style="list-style-type: none"> Because the success of the student's educational experience depends upon teacher-student relationships and peer interactions, being absent from class disrupts the individual's educational process. Oregon School Law (ORS339.010) requires children between the ages of 7-18 regularly attend school. Research shows excessive absences harm proficiency and learning. Absences cause students to fall behind in the completion of required coursework. Participation in class discussions, lectures, and group projects, audio-video presentations, and demonstrations are required activities, which often cannot be made up outside the classroom. Students who are frequently absent are in jeopardy of not being on track. <p>10-Day Drop: Oregon State Law requires that we withdraw students who miss ten consecutive days of school. If a student is absent for any reason for ten consecutive days, they will be withdrawn from school and will have to re-enroll when they return.</p>
Breakfast	<ul style="list-style-type: none"> Breakfast Time: Breakfast is served from 7:20-7:40. Cleanup: Students should dispose of trash and return trays to the designated area. Staff should ensure the area is clean for the next group. Transition to Class: After finishing breakfast, students should proceed to their classrooms under staff supervision.
Cell Phones, Air Pods, and Electronics Policy	<p>OFF and AWAY: Cell phones and Air Pods are off and away from 7:30 a.m. to 2:36 p.m. during academic time. Academic time is considered bell-to-bell each class period. We will not dispute cell phone use during passing time or lunch time unless it disrupts the school's learning environment or violates any school rule or District policy.</p> <p>Cell Phones are not allowed in PE Locker Rooms or Bathrooms. If phones/electronics are out and being used during academic:</p> <ul style="list-style-type: none"> When entering the classroom, students are expected to put their phones or AirPods in the pocket chart located in every classroom (They have the option of leaving phones in their lockers, which is preferred and Air Pods are discouraged at school). Staff will ask the student to hand item(s) to them, and below is the progression of action: <ul style="list-style-type: none"> First incident: Item(s) returned to the student at the end of the class period Repeated Incidents: Item(s) will be turned into the office, and the student can pick it up at the end of the day. <ul style="list-style-type: none"> Students can expect a conversation with an administrator regarding electronic policy. Students may be placed on a check-in/check-out program with their electronics and parent involvement. Parents will be contacted to find a solution. <p>Health accommodations will be made to allow electronic access to students in need, per the requirements of their own 504 or IEP.</p> <p><i>Estacada Middle School/School District is not responsible for loss, theft, or damage to personal electronic devices brought to district property or school-sponsored events. Board Policy JFCEB-AR</i></p>
Counselors	<p>Counselors meet with students either individually or in groups to help them resolve conflicts, cope with stressful situations, better understand themselves and others, make decisions, get help with classes, deal with difficult feelings, provide encouragement, etc. Counselors can also refer both students and parents to appropriate mental health supports as needed. Parents can call counselors to set up conferences, obtain progress reports, discuss specific concerns about their child(ren), get information on parenting adolescents, etc.</p>
Dress For Success	<p>"Dressing for Success" is an idea that focuses on clothing as a means of achieving one's goals and ambitions. It revolves around the idea that your attire can empower you to reach your objectives, whether they are educational, career-oriented, or personal.</p> <p>Prohibited:</p>


	<ul style="list-style-type: none"> Any item with offensive language, alcohol, tobacco, drug references/paraphernalia, nudity, gang symbols, that is discriminatory in nature, or that is in violation of Oregon's Every Student Belongs Rule prohibiting hate symbols, specifically the swastika, the confederate flag, and the noose. Clothing that reveals male or female undergarments. A bra strap showing beneath a dress code-appropriate top is okay. Clothing that exposes the midriff. Undergarments worn as a primary outfit (ex: sports bra/bralette, boxer shorts). Spandex without being covered by another article of clothing (allowed: spandex under shorts/jeans/pants. Not allowed: spandex alone) Sunglasses during school hours unless a doctor provides a prescription. Capes or flags draped over the shoulders or worn. <p>Guidelines:</p> <ul style="list-style-type: none"> The neckline of a top cannot be lower than the straight line from the top of the underarm across to the opposite underarm. Shirts must have shoulder straps. i.e., no tube tops. The shirt's armholes must not be so large that they expose the midriff or back. When leggings, yoga pants, etc., are worn as a primary garment, they cannot be sheer or see-through. Spandex only when worn under another article of clothing (shorts/jeans/pants) Pajama bottoms are highly discouraged as they do not support our mission of Dressing for Success.
Dances and Incentive Events	<p>EMS Dances are for EMS students. Home-schooled and private-schooled students living within Estacada School District boundaries will not be admitted and cannot attend.</p> <p><i>Some EMS students may not be allowed to attend dances/incentive events due to behavioral and/or attendance issues*.</i></p>
Drugs, Alcohol, Marijuana Vape, Paraphernalia	<p>Drugs, Alcohol, Marijuana Vape, Paraphernalia - Under the influence, use, possession and/or intent to possess, distribute or share, selling in any form by students will not be allowed on school property, in School District vehicles, or at school events or activities and violates Oregon Law and District policy. (Estacada School District policies JFCG, JFCH, JFCI)</p> <p>1st Offense</p> <ul style="list-style-type: none"> 5 Days Out-of-School Suspension Referral to Law Enforcement Referral to Drug/Tobacco counseling services May include Expulsion Safety Plan <p>2nd Offense</p> <ul style="list-style-type: none"> 5+ Days Out-of-School Suspension Expulsion Hearing
Extra-Curricular, Co-curricular Activities and Sports	<p>Extra-Curricular and Co-curricular Activities</p> <p>EMS students can participate in various clubs and groups.</p> <ul style="list-style-type: none"> Permission slips may be required to participate. Individual coaches/advisors may require progress checks to participate. Todos Juntos sponsored clubs and groups change frequently. Ask the office for more information. <p>Students participating in school-sponsored sports must adhere to district guidelines and policy. All students must register on FamilyID, sign the Athletic Contract, and have a current physical on file at EMS.</p> <p>Sports Physical(English), Sports Physical (Spanish)</p>

	<p>Students are expected to attend school each day to participate in practice. Students are to attend school on the day of an athletic contest. Withholding of play for student-athletes can happen for both academic and behavioral disciplines. Withholding of play for academics will be based on students' progress of their readiness indicators. According to the EMS handbook and ESD policies, the building principal or vice principal may approve withholding play because of behavioral incidents at their discretion.</p> <p>EMS School sponsored sports: Fall: Cross Country, Volleyball Winter: Wrestling Spring: Track</p>
Food and Drink	<p>Our goal is to promote healthy habits. Therefore, energy drinks and similar drinks, including soda and caffeinated drinks, are not allowed and should not be brought to school. Students will be asked to discard or finish their drink prior to entering the school building.</p> <p>Energy Drinks/Coffee/Smoothies: Students who bring energy/coffee drinks or smoothies to school in the morning must finish and properly dispose of them before entering the school. Students may not store open beverages in their lockers due to spills/pest infestations. Energy drinks are not allowed during the school day at any time (including lunches) due to a marked increase in health-related concerns/issues. Students with open energy drinks will be asked to pour them out and not bring them to school. Students are allowed to bring water in bottles to consume throughout the day and drinking fountains are available in all buildings.</p> <p>Considering the educational opportunity of the day in any classroom, the teacher can instruct a student to put food and beverage items away.</p>
Hall Passes, Passing Time, and In-class Breaks	<p style="text-align: center;"><u>Hall Pass Expectations</u></p> <ul style="list-style-type: none"> • 2 passes each day in addition to passing time. • Must follow the 10/10 expectation. • Students are responsible for their pass. If lost, it will not be replaced. • This pass is only for the student. Sharing passes will result in a loss of privilege for the next week. • If you run out of passes and you need to use the restroom your teacher will call for an adult escort. <p>Students may be placed on the "No Travel List" at the principal's or vice-principal's discretion. Students on the "No Travel List" cannot leave class at any time without an adult escort.</p>
ID Cards	<p>EMS students are responsible for maintaining their digital ID cards so that they may access:</p> <ul style="list-style-type: none"> • Bus • Lunch
Lockers	<p>Expectation: Single-Use Lockers- with exception to 6th grade who volunteered</p> <p>At Estacada Middle School, students are assigned a locker they will keep for their three-year stay. It's crucial that you do not share your locker combination with anyone, as doing so could compromise the safety of your personal belongings. If you have an issue with your locker or combination, please contact the front office for assistance.</p> <p>Board Policy: Code: JFG-AR <u>Student Searches**</u></p> <p><i>Board Policy JFG: (partial policy contents) Lockers, desks and other storage areas provided by the school and assigned to a particular student(s) are the property of the district, remain in the possession of the district and are under the control of the principal. Students have no expectation of privacy regarding these items/areas</i></p>

	<p style="text-align: center;">Locker Use Form (English) Locker Use Form (Spanish)</p> <p>All backpacks must be kept in lockers. Students are expected to manage passing time to ensure classrooms are back-pack free.</p>
Medication	<p>If a student must take medication at school, the parent/caregiver must take it to the office secretary. The person receiving the medication will explain the rules and arrange for an appropriate staff member to give the student the medicine. Any medication must be in the original labeled container. Students can take their medication under certain limited conditions but must check with the secretary first.</p>
Organization and Chromebooks (Binder Rental)	<p>All students are expected to use a three-ring binder with individual tabs for each class period of their academic day, and a pencil (writing tool). Students may also be expected to bring spiral notebooks to specific classes.</p> <p>If a student forgets their binder, we have a rental system here at the middle school. Students are expected to work out a plan to ensure they have their supplies and are ready for the academic day.</p> <p>Students are expected to bring their Chromebooks to and from school each day. All classrooms will have charging stations, student have the opportunity to purchase their charger to take home. <i>*If there is a financial burden, please contact the principal</i></p>
PE Uniforms	<p>All students are issued an EMS PE uniform of black shorts and a black t-shirt. This uniform is required to be worn in PE class. A student's PE proficiency indicator may be impacted if the student chooses not to wear the uniform. Clean PE uniforms are the responsibility of the student. When students do not have their PE uniform available, the student must wear a clean, loaner set. It is the responsibility of the student to return loaner sets. The school will purchase the first uniform for the student. Lost or an extra uniform will be the responsibility of the family. <i>*If there is a financial burden, please contact the principal</i></p>
Tardy	<p>Students will be considered tardy if not in the classroom when the bell rings. Late arrival to class with a written excuse from a staff member is regarded as an excused tardy and will not be subject to discipline. Students may be assigned consequences for excessive unexcused tardies.</p> <p>Students who are excessively late to class may be placed on the "No Travel List" at the school's principal's or vice principal's discretion.</p>
Transportation Change Request	<p>Notification: Parents should notify the school of transportation changes by 2:15 to ensure the message can be relayed to students prior to the end of the day.</p>
SAFE LEARNING ENVIRONMENT FOR STUDENTS	
Positive Behavioral Intervention and Supports	
Overview	<p>The Estacada School District strongly emphasizes developing school-wide systems of support that include proactive strategies for defining, teaching, and re-teaching, proactively correcting behavior errors, and supporting appropriate student behaviors to create a positive school environment.</p> <p>We have developed school-wide procedures to teach and achieve the following expectations.</p> <ul style="list-style-type: none"> ● Be Respectful ● Be Responsible ● Be Safe and Be Kind <p>Estacada Middle School expects student conduct to contribute to a productive learning climate. Students shall comply with EMS's written expectations, submit to the lawful authority of school staff, and conduct themselves in an orderly fashion during the school day and at school-sponsored events.</p> <p>Please see the expectations, interventions, and levels of discipline on the following pages. Our goal is to partner with students and families when a student exhibits challenging behaviors that impact their learning and the learning of others.</p>

Parent Supports	The partnerships between families and schools are the foundation for student success.
Responses & Consequences (Discipline)	See: "Levels of Intervention and Disciplinary Response" School rules and discipline plans are enforced at this school. The "Levels of Intervention and Disciplinary Response" describes how administrators respond to challenging student behaviors. We support traditional discipline coupled with restorative practices whenever possible.

ESTACADA MIDDLE SCHOOL EXPECTATIONS

	Respectful and Kind <i>Am I considerate?</i>	Responsible <i>Am I dependable?</i>	Safe <i>Am I careful?</i>
In all Settings	<ul style="list-style-type: none"> • Use appropriate language, volume, and tone • Practice kindness • Keep hands/feet to self • Listen and follow directions • Be mindful of others and your surroundings 	<ul style="list-style-type: none"> • Follow the "off and away" policy for phones and electronics during in-class academic times. • Travel with a pass and a purpose • Be on time with your supplies • Respect "First Ten-Last Ten" • Always have your supplies. • Keep backpacks in lockers. • Use garbage and recycling cans appropriately. 	<ul style="list-style-type: none"> • Walk • Know the location of the closest fire exit • Report bullying/harassment • Scented sprays/aerosols are prohibited • Move safely through all spaces with recreation equipment • Use recreational equipment in appropriate places • Stay in monitored areas
Cafeteria	<ul style="list-style-type: none"> • Wait patiently in line • Wait at your seat to be excused • Eat what you take 	<ul style="list-style-type: none"> • Take care of trash and recycling • Clean table and floor area when done • Keep food and drink in the Cafeteria 	<ul style="list-style-type: none"> • Notify staff of spills and messes • Keep walk areas clear • Put binders, books and Chromebook in your locker
Auditorium & Gym Events	<ul style="list-style-type: none"> • Focus on the presentation and respond appropriately • Enter and exit without disruption • Use the correct door and sit in correct area • Practice good sportsmanship 	<ul style="list-style-type: none"> • Keep your feet on the floor and your hands to yourself • Clean up your area and return what you use • Wear non-marking shoes in the gym • Respect the space 	<ul style="list-style-type: none"> • Be mindful and avoid potentially harmful behaviors • Flip your seat up as you leave • One person per seat
Hallways	<ul style="list-style-type: none"> • Interact with others appropriately • Maintain personal space at all times • Use respectful, school appropriate language • Use indoor volume voices • Keep moving • Be respectful of bulletin boards, furniture and others' property 	<ul style="list-style-type: none"> • Travel with a pass and a purpose • Use the elevator with permission only • Remove food & drinks from locker in a timely manner • Transition with a mission • Keep the hallways clean • Open and close your locker appropriately 	<ul style="list-style-type: none"> • Keep doorways, stairs and locker areas clear • Keep materials safely in your hands • Keep to the right • Walk

Library	<ul style="list-style-type: none"> • Be respectful of others in the library • Work collaboratively 	<ul style="list-style-type: none"> • Get permission and have a plan • Handle books and materials with care 	<ul style="list-style-type: none"> • Keep fire exits and pathways clear • Put materials away when finished
Locker Room	<ul style="list-style-type: none"> • Grant others their privacy • Use of electronics prohibited 	<ul style="list-style-type: none"> • Lock your belongings in your locker • Bring your PE uniform 	<ul style="list-style-type: none"> • Solids or gel deodorants only • Avoid potentially harmful behaviors
Main Office	<ul style="list-style-type: none"> • Patiently wait in line at the student window, by the wall • Speak to office staff with courtesy 	<ul style="list-style-type: none"> • Take notes to the office before school or during passing time • Get a pass when it is needed • Make an appointment when it is needed 	<ul style="list-style-type: none"> • Inform staff if you are ill and go to the nurse's area
Outside Areas	<ul style="list-style-type: none"> • Include others • Go directly to your destination • Respect school and staff property • Throw your garbage away in appropriate place 	<ul style="list-style-type: none"> • Stay within the boundaries of the area • Keep hands off plants/garden/trees • When practical, use sidewalks • Wipe your feet when entering the building 	<ul style="list-style-type: none"> • Report injuries & accidents • Use the handrail as a handrail only • Walk on stairs and sidewalks • Report strangers • Watch for cars
Restrooms	<ul style="list-style-type: none"> • Grant others their privacy • Use of electronics prohibited 	<ul style="list-style-type: none"> • Go, Flush, Wash in a timely manner • Use the restroom during passing time and lunch 	<ul style="list-style-type: none"> • Report problems to an adult
Technology	<ul style="list-style-type: none"> • Chromebook is fully charged and ready • Avatar/profile picture is school-appropriate • Use only your real name 	<ul style="list-style-type: none"> • Report technology issues as soon as possible to a teacher • Use school-issued technology for school use only • Avoid food and drink around Chromebooks 	<ul style="list-style-type: none"> • Report misuse of technology to an adult immediately • Keep logins and passwords private • Only communicate with people who you know are safe
Virtual Classroom	<ul style="list-style-type: none"> • Take turns to comment during online lessons • Make respectful and relevant comments to peers and teacher • Respectful body language, facial expressions, and attire are expected • Help others who need assistance 	<ul style="list-style-type: none"> • Have your materials • Complete and submit assignments in a timely manner • Communicate frequently and appropriately with your teachers • Attend all your classes • Do your work/cite the work of others 	<ul style="list-style-type: none"> • Always think before posting: Is it true? Is it helpful? Is it kind? Is it inspiring? • Respect your privacy (location, etc). • Respect others' privacy (ex., recordings and/or screenshots are prohibited)

Stop! Walk! Talk!

The Procedure that students are taught when someone is being unkind:



STOP! Look the other student directly in the eye. Firmly say the word "Stop!" while holding your hand in front of your body (within your personal bubble). Only say it once! If the other student continues his/her behavior, then you move to the next step.

WALK! Turn and walk away from the other student. Do not say anything and do not look back. Join another activity or play with a new group of friends. If you see a friend walking because someone else is being unkind, walk away with your friend. If the other student continues his/her behavior, then you move to the next step.

TALK! Find an adult to talk to about the problem. The adult will always thank you for sharing your concern, listen to your side of what occurred, and ask if you remembered to use the Stop! Walk! Talk! Process, and then will help to resolve the problem. [Bully Report Form](#)

WHAT BULLYING IS	WHAT BULLYING ISN'T
<p>Bullying is behavior that:</p> <ul style="list-style-type: none">■ Is repeated over time: Chronic bullying is considered more than 2 acts per month.■ Is intentional.■ Is intended to harm: There is an intent to cause physical or emotional hurt.■ Involves a power differential: One person is more popular, bigger, older than another.■ Creates a hostile educational environment: a student doesn't feel safe.	<p>Just as important is understanding what bullying isn't:</p> <ul style="list-style-type: none">■ Unkind words that occur once;■ Rough-housing or rough play that is not intended to hurt; A physical attack that is not part of a pattern of behavior; or■ Behavior that may be inappropriate to the adult, but that the other does not perceive as hurtful, for example, name-calling that all are participating in on an equal basis.

- Is done through the use of social media, otherwise known as Cyberbullying.
- The use of slurs/name-calling.

Estacada Middle School Minor Behavior Categories

Academic Integrity, Lying, Cheating: Student delivers a hurtful message that is untrue and/or deliberately violates rules.

1. Student cheats off of another student (first offense)
2. Plagiarism
3. Student avoids telling the truth to get themself/others "in trouble."

Disrespect/Defiance/Non-Compliance: Student engages in brief or low-intensity failure to respond to adult requests. Disrupts for a brief period of time.

1. Following directives slowly or not responding to a directive
2. Repeatedly being reminded about the same minor offenses
3. Purposely keeping/taking others off-task for attention

Disruption: Student intentionally causes minor disruption that can be quickly taken care of/pacified with a one-on-one reminder.

1. Constant requests to leave the room
2. Grand entrances/exits in classrooms
3. Talking/engaging in side conversations
4. Moving about the classroom at inappropriate times

*Dress Code Violation: Student wears clothing that *marginally* fits within the dress code guidelines and is fixable.*

1. Other than for safety and health purposes/reasons. Hats are permitted, hoods are not permitted when the student is disengaged in class. In specific contexts, a hood may be appropriate.
2. Any item which may cause a disruption to learning, create a hostile environment or is a distraction to self or others

Inappropriate Language: Student engages in non-malicious instances of inappropriate language, or language that occurs as an utterance provoked by a circumstance such as pain.

1. Cussing/Crude Language
2. Inappropriate gestures

Inappropriate Physical Contact/Physical Aggression: Student engages in non-serious, but inappropriate physical contact such as wrestling or roughhousing. Does not result in physical harm.

1. Kissing/Hugging
2. Playful tripping or pushing

Property Misuse: Student engages in low intensity misuse of property.

1. Cleanable-by-student vandalism
2. Throwing, destroying or unsafe use of your own or other people's property

Technology Violation: Student engages in non-serious, but inappropriate use of electronics.

1. Electronic device in use at inappropriate time.
2. Use of technology for non-academic purpose during school
3. Impersonating others or using another students google account without permission

Unsafe Behaviors: Student engages in actions or behaviors which may result in injuries to self or others.

1. Climbing, jumping, running in inappropriate locations
2. Throwing items inappropriately
3. Using recreational items such as heelys/skateboards/scooters/bikes/playground equipment, etc. in an inappropriate manner or location
4. Intentionally creating a slipping or tripping hazard by leaving or placing liquids or other items on the floor

Estacada Middle School Major Behavior Categories

Academic Integrity, Lying, Cheating: Student intentionally delivers a serious or hurtful message that is untrue and/or deliberately violates rules.

4. Student cheats off of another student
5. Plagiarism
6. Student avoids telling the truth to get themself/others "in trouble"

Disrespect/Defiance/Non-Compliance: Sustained or ongoing refusal to follow directions, constantly talking back and/or socially rude interactions that appear to be highly intense.

1. Arguing when asked to do something
2. Skipping detention
3. Walking away while being spoken to

Disruption: Behavior causing a significant interruption in class or activity. Disruption may include sustained loud talk, yelling; loud noise with materials; horseplay or roughhousing; and/or sustained out-of-seat behavior.

1. Overt disrespect
2. Pattern of disruption or deliberate disruption of the learning environment (other students' learning inhibited)

Dress Code Violation: Student wears clothing that does not follow the District's guidelines, is offensive/derogatory towards others, and/or causes a disruption in the learning environment.

1. Continuous minor dress code violations
2. Gang symbols, alcohol, tobacco, drug references, ads, pictures, or nudity

Excessive PDA: Students are in violation of rules in touching/groping and need to be asked more than once to cease these activities.

1. Making out
2. Inappropriate rubbing/hugging (more than a quick hug)

Excessive Tardies: Student is chronically tardy

Fighting/Physical Aggression: Actions involving intentional/serious physical contact where injury may/could occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.)

1. Fist fighting, slapping, choking, shoving, biting
2. Anything involving biohazards like saliva, blood, and snot

Harassment/Bullying: Student delivers intentionally disrespectful messages (verbal or gestural) to another person including threats, intimidation, obscene gestures, pictures, written notes or uses physical force to intimidate or obtain something. Actions based negatively on race, religion, gender, age, national origin, ethnic origin, or any disabilities/personal matters.

1. Grabbing, touching, sexual hands-on
2. Making comments resulting in another person feeling uncomfortable or unsafe
3. Cyberbullying
4. Pantsing

Inappropriate/Abusive Language: Student delivers malicious verbal/non-verbal messages which include swearing, name-calling, threats, or use of words directed at another person in an intentionally malicious manner.

1. Offensive/racial language
2. Repeated/chronic use of racial/sexual/religious/derogatory remarks
3. Threats or unwanted/inappropriate comments

Property Damage/Vandalism: Student plans or participates in an activity that destroys property or purposefully impairs the usefulness of property.

1. Intentionally breaking objects or purposefully marking school-owned books with writing utensils
2. Deliberately harms personally-owned/school-owned stuff

Skipping/Inappropriate Location

1. Not showing up to assigned class/whereabouts unknown to staff
2. Once on campus, leaving without permission. Leaving campus while waiting for the bus.

Technology Violation: Student purposely engages in inappropriate use of electronic device(s).

1. Use of electronic device(s) to access non-age appropriate or non-academic content
2. Violating the District's Electronic Policy (JFCEB-AR)
3. Impersonating others and or using their accounts (such as Google)

Levels of Intervention and Disciplinary Response

Each level of intervention and discipline in this section may include the strategies described below but is not in any way limited to those strategies or options that are specifically listed. School personnel have the discretion to use interventions and/or discipline that is deemed appropriate to the conduct.

Student Conduct Offenses	Level				
	1	2	3	4	5
Academic Integrity/ Forgery/Lying - Forging signatures, cheating, plagiarizing, and/or any other misrepresentation of the truth	X	X			
Arson -The intentional setting of fire to property or facilities, setting off false alarms				X	X
Assault - Intentionally or knowingly causing physical injury to another			X	X	X
Attendance - unexcused absences, skipping, excessive tardies	X	X	X		
Automobile Misuse - Not following rules and regulations concerning vehicles on school premises/event		X	X	X	X
Bus Misconduct	X	X	X	X	
Disruptive or unsafe behavior -Disruptive, unsafe, or abusive conduct interfering with student learning and/or classroom instruction	X	X	X		
Dress Code violation	X	X			
Drugs and alcohol <ul style="list-style-type: none"> Under to influence, use, possession and or intent to possess Distributing or sharing Selling 				X X X	X X X
Gang activity - behavior promoting or imitating gang involvement or activity through attire, language, or nonverbal gestures			X	X	X
Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence		X	X	X	X
Misuse of Technology	X	X	X		
“Off limits” violations (Closed Campus/Campus Mobility)		X			
Physical violence and/or threats - conduct resulting in physical harm to one’s self, to others, or to property, including fighting in a school building, on the school grounds or nearby vicinity	X	X	X	X	X
Profane or obscene language/ lewd conduct -Words and/or acts that infringe on the moral standards of others	X	X	X		
Threats - verbal or physical threat or intimidation toward a student, staff or third party on school property	X	X	X	X	X
Theft -The act of stealing personal or public property	X	X	X	X	X

Tobacco - possession, use, or distribution of tobacco or its imitation in any form by students violates Oregon Law and District policy. Tobacco products, <u>including e-cigarettes, vape pens</u> will not be allowed on school property, in School District vehicles, or at school events or activities.			X	X	X
Trespassing		X	X	X	X
Vandalism -defacing or damaging property		X	X	X	X
Weapon			X	X	X
Willful non-pursuit of course study - refusal to participate in the classroom	X	X	X	X	

Level 1 Classroom Interventions and Responses.

These interventions aim to teach correct, alternative behavior so students can learn and demonstrate safe and respectful behavior. Teachers are encouraged to try a variety of teaching and classroom management strategies. Sample actions may include:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Reteaching, reminder, redirection • Daily progress sheet on behavior • Loss of classroom privileges • Parent or guardian conference/contact • Device check-in • Seat change • Restorative conversation | <ul style="list-style-type: none"> • Teacher or student conference • Restorative practice strategies • Verbal/nonverbal correction • Written reflection or apology • Buddy teacher classroom • De-escalation strategy (e.g., mindfulness, reflection break) |
|--|---|

Goal: The aim is to teach correct or alternative behavior.

Family Contact: May or may not involve parent or guardian.

Level 2 Classroom Managed / Office Managed

The aim is to correct the behavior by stressing the seriousness of the behavior while *restoring relationships, stressing the impact of the behavior and making it right while maintaining access to instruction.*

- | | |
|---|--|
| <ul style="list-style-type: none"> • Administrative or administrator designee conference • Community service to school • Conflict resolution • Loss of privileges • Mentoring • Community service to school • Conflict resolution • Detention (lunch/after-school) • Mentoring | <ul style="list-style-type: none"> • Informal Behavior Plan • Peer mediation • Restorative practice strategies • School team meeting (Student, Counselor, School Psychologist, Family, Etc.) • Parent or guardian notification • Restorative practice strategies • Referral to community organization • Short-term behavioral progress reports |
|---|--|

Goal: The aim is to correct the behavior by stressing the seriousness of the behavior while keeping the student in school.

Family Contact: Parent/ or guardian notified.

Level 3 Office Managed

Possible Suspension

These interventions are appropriate when interventions and supports have been put in place but the behavior is escalating or because of the severity of the behavior. *These interventions may involve the removal of the student from the classroom environment for up to **three** days due to the severity of the behavior.*

- *Implementation of Behavior Agreement*
- Referral to community organization (e.g., mentoring programs)
- Referral to IEP team or 504 team for manifestation determination for students with disabilities
- Referral to substance abuse counseling

- Restorative practice methods, including restorative conversations, formal conferring with a trained adult, and peace circle.
- Revision to IEP or 504 (students with disabilities) as needed
- Short-term suspension (*in school or out of school*)

Goal: *Appropriate when interventions and supports have been put in place, but the behavior escalating/repeats or because of the severity of the behavior.*

Family Contact: *Parent/ or guardian notified.*

Level 4 Office Managed / District Managed

Extended suspension and referral services - These interventions focus on maintaining the safety of the school community and ending self-destructive and/or dangerous behavior. These are appropriate when the students' behavior seriously affects the safety of themselves or others in the school environment.

- In or out of school suspension between 1-5 days
- *Restorative practice*
- *Safety or supervision plan*
- Parent or guardian notification
- Referral to IEP team for manifestation determination for students with disabilities

- Referral to substance abuse counseling
- Restorative practice strategies
- Reentry Meeting
- Revision to IEP or 504 (students with disabilities) as needed

Goal: *maintaining the safety of the school community and ending self-destructive and/or dangerous behavior.*

Family Contact: *Parent/guardian contact*

Level 5 District Managed

Law Enforcement Public Safety Officers may be contacted. These interventions involve removing a student from the school environment because of the severity of the behavior and focusing on maintaining the safety of the school community to end harmful behavior to the student or others.

- Alternative educational placement
- Extended suspension between 8-10 days
- Expulsion Recommendation
- Parent or guardian notification
- Referral to IEP team for manifestation determination for students with disabilities

- Referral to substance abuse counseling
- Restorative practice strategies
- Revision to IEP or 504 (students with disabilities) as needed

Goal: *Maintaining the safety of the school community*

Family Contact: *Mandatory Parent/guardian meeting*