



Middle School Handbook

2024 - 2025

25700 N 21st Ave
Phoenix, AZ
85085

623-445-5800

TOROS

- T**EAMWORK MATTERS
- O**WN OUR LEARNING AND ACTIONS
- R**ESPECT ONE ANOTHER
- O**PTIMIZE OPPORTUNITIES FOR GROWTH
- S**AFETY ALWAYS

Mission Statement



Blended Learning
Reflective
Achievement
Valued
Open Minded
Solidarity

Vision

Union Park School's goal is to immerse students in an extraordinary education that promotes academic and social-emotional growth while providing opportunities for cultural competency, ensuring that each individual is prepared to make a positive contribution to society and their future.

School Features for Middle School Students

Extra-Curricular and Sports

- Boys & Girls Volleyball
- Cross Country
- Spiritline
- Boys & Girls Basketball
- Softball
- Baseball
- National Junior Honor Society
- Student Council
- Band

Parent-Teacher communication

Parents are encouraged to check their student's **PowerSchool** account frequently using their parent login. If you ever have any questions or concerns, please feel free to email the appropriate teacher. The Union Park policy is that teachers will respond to any communications within 24 hours. Please keep in mind that teachers will be responding between the hours of 7:00am and 5:00pm weekdays.

Parent-Teacher Conferences will be the weeks of October 14th, 2024 and February 10th, 2025 and more information will be provided to you on how to sign up for a conference closer to conference times. You may also make an appointment anytime to meet with your child's teacher through the following contact information:

LaRae Klay 7/8 Grade Resource 623-445-5876 LaRae.Klay@dvusd.org	Shawn Beverly 7th Grade Science 623-445-5869 Shawn.Beverly@dvusd.org	Kelsey Chancellor 7th Grade Social Studies 623-445-5871 Kelsey.Chancellor@dvusd.org
Bailey Rankin 8th Grade Math & Math 180 623-445-5872 Bailey.Rankin@dvusd.org	Kristin Eagar 7th Grade ELA & Read 180 623-445-5873 Kristin.Eagar@dvusd.org	Erika Haehl 8th Grade ELA 623-445-5870 Erika.Haehl@dvusd.org
Katie Koernig 8th Grade Social Studies 623-445-5868 Katie.Koernig@dvusd.org	Jackie McCormick 7th Grade Math 623-445-5875 Jackie.McCormick@dvusd.org	Teresa Sanders 8th Grade Science 623-445-5865 Teresa.Sanders@dvusd.org
Alyssa Heid Counselor 623-445-5817 Alyssa.Heid@dvusd.org		

PowerSchool

This online tool allows students (and parents) to consistently monitor learning progressions and assessments. Parents have access to PowerSchools with their own login information that can be obtained from the front office. With this login information you can set up alerts so that you are notified when your child's grade changes. Grades are typically updated within a week for standard assignments-longer for projects. Report cards will be sent home **after** each grading period:

1st Quarter- October 4, 2024

2nd Quarter-December 20, 2024

3rd Quarter- March 14, 2025

4th Quarter – May 22, 2025

Canvas

Deer Valley Unified School District uses the Canvas platform as our Learning Management System and as such students will find lessons and assignments posted in modules. Also many assignments will be turned in through Canvas and it is also how teachers will primarily communicate with students. Parents have the option to “follow” their student on Canvas so that they can monitor the work that is being assigned. To learn more about Canvas and how to use it, please visit <https://www.dvusd.org/Page/48958>

Grading

Students in 3rd through 12th grades will receive marks for their overall performance in each course of study using the following letter grade scale. Overall course grades for students in grades 3-12 will be calculated from the average of the student's assignment scores* (assessments, coursework).

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = 0-59%

Grades of “D” and above are passing marks. A course grade of “F” indicates that the student has failed the course.

Students in 3rd through 12th grades will receive marks for their proficiency towards the grade level standards using the following scale. These marks are for information and do not calculate the student's overall course grade.

4 = Highly Proficient

3 = Proficient

2 = Partially Proficient

1 = Minimally Proficient

*For graded work in the Assessment Category, teachers will enter the proficiency marks for each standard measured and use the following guide to assign a score to the assignment. Parents will see the percentage score for each grade book entry with the letter grade mark on the front page of the PowerSchool parent portal.

Highly Proficient A 100%–90%			Proficient B 89%–80%		Proficient C 79%–70%	
100–97	96–94	93–90	89–85	84–80	79–75	74–70
All 4's on standards	All 4's except for one 3	Mostly 4's with some 3's and/or 2's	Mostly 3's with some 4's All 3's on standards	Mostly 3's and 4's with a 2	Mostly 3's with some 2's	Mostly 2's with 3's and/or 4's
Partially Proficient D 69%–60%			Minimally Proficient F 59%–50%			
69–65		64–60	59–56		55–50	
Mostly 2's and 3's with a 1		All 2's on standards	Mostly 2's and some 1's		All 1's on standards	
No Evidence						
49% – 0%						

Gradebooks will be set to utilize the following weights for each category.

ASSESSMENT: 80%
COURSEWORK: 20%
PRACTICE: 0%

Late/Missing Work

If an assignment is missing the grade will be marked as 'missing' in PowerSchools and a 49% will be entered for the grade and no Evidence (NE) will be entered for the standards attached to the assignment. Students will be allowed to work with their teacher to turn that assignment in for full credit up to 10 school days after the due date of the unit/summative assessment at which point the grade would stay at 49%. If a student meets the criteria, he/she will be issued full credit for the work submitted (no added penalties or caps on the grade that can be earned). The teacher will mark the student's assignment with the "Late" special code. If the assignment is an assessment, the proficiency level of the standards attached will be entered.

Cheating

If a student chooses to cheat on an assignment, they will initially receive a '0' for the assignment but will have the opportunity to do a make-up assignment for full credit. Even though they will not lose credit for the assignment, they will still be disciplined through the Union Park Discipline Matrix for this behavior choice.

Reassessment

Learning is a journey that is often not linear. Some students learn content and skills quickly while others may require more time or feedback in order to learn. The primary objective of grades is to report where a student is in the learning process, regardless of how much time or effort the student needs to get there.

If a student does poorly on an assessment, they will be given the opportunity to retake the assessment for full credit up to 10 school days after the assessment provided that they follow the teachers feedback and demonstrate new learning. The assessment may not be the same as the original assessment or even in the same form but it will still address the same content. See each teacher's syllabus for the procedures a student must follow in order to redo an assessment.

Absent Work

Policy states that students will have one day for every day they are absent to make up their work. (Long term absences will be handled on an individual basis.) **This policy does not apply to suspensions, as they should be contacting teachers and completing work while out.** It is the student's responsibility to contact their teachers to see what they missed and how to catch-up.

Generative Artificial Intelligence Tools in Grades K-8

After careful consideration and in alignment with the developmental needs of our students and the Children's Online Privacy Protection Act (COPPA), DVUSD has determined that the use of Large Language Models (LLMs), such as ChatGPT, is not suitable for students in grades K-8 (under 13 years of age) and will not be utilized or endorsed in academic contexts. Artificial intelligence is a tool that *may be used with teacher supervision* during certain assignments. Students who are suspected of using AI without teacher permission will be asked to show proof of work, or asked to complete the assignment on paper.

Promotion/Retention

Per DVUSD policy all 7th and 8th must earn a D or higher or P as the final grade in ALL Core subjects. This includes ELA, Math, Science, Social Studies. If an elective and/or exploratory is failed, based on an average for the year, the student will still be reassigned to the next school grade level but in the case of 8th grade, they will not participate in the Promotion Ceremony. Our school counselor will be working closely with all at risk students throughout the year to help ensure their success.

Dress Code

Any attire that detracts from the learning environment is not acceptable. Students should dress in a manner that, in addition to the following guidelines, takes into consideration the educational environment, safety, health and welfare of self and others.

- Clothing must cover the entire buttocks. Shirts and tops may not expose bare midriffs, bare shoulders, nor be deeply or narrowly cut in the front, back, or under the

arms. Halter tops, spaghetti straps, and strapless tops are not acceptable. Clothing that exposes undergarments will not be tolerated for males or females.

- Bare feet are never acceptable. In the interest of safety, shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, cheer practice, weight lifting, etc.
- Jewelry or ornamentation shall not be worn if it presents a safety hazard to self and/or others.
- No hats may be worn inside any campus buildings at any time, except for properly approved occupational safety headgear required for special classes.
- Defamatory writing, obscene language or symbols, or symbols of drugs, sex, or alcohol on clothing or jewelry are expressly prohibited.

(Ref. DVUSD Policy JICA) The behavior matrix will be used for addressing all dress code violations.

Passing Time

Students will go directly from one class to the next without any passing time. They are to line up promptly in front of their next class, allowing room on the walkway for other students to pass. Restrooms are available in the Multi-Purpose Room before school and at lunch. Restroom passes are also provided from teachers. Restrooms are not available during passing time.

School-wide Citizenship

Seventh and Eighth graders are leaders at Union Park. As such it falls to them to be role models to the younger grades. When outside of the classroom, Middle Schoolers will yield to passing primary grades. Middle Schoolers will walk on the right on cement walkways, allowing those coming towards them to pass on the left. Students will not walk on the grass or plants.

Eating in Classrooms

We expect our students to take pride in our campus. There will be no snacks in the classrooms or hallways unless given teacher permission per classroom. Students are only allowed to drink water while in the classrooms. Energy drinks and gum are not permitted on campus. Food/drink sharing is not allowed.

Positive Reinforcement

Toro Tickets are awarded to students who go above and beyond to demonstrate school spirit and character traits. These tickets will be documented on the PBIS website for drawings through the year to win prizes and gift cards. Students may use their TORO tickets to purchase items/experiences from the grade level store.

Behavior Policy

Students are expected to positively contribute to the school learning environment. The rules and discipline procedures are based on the Deer Valley Unified School District's Rights and Responsibilities Handbook. We will be using the Deer Valley Unified School District Social-Emotional

Consequences for inappropriate behavior within the classroom will be determined by each teacher according to the classroom policy and the circumstances. Either a serious or repeated infraction may result in a detention.




As part of the Union Park Behavior Expectations, make sure you read and understand the following documents:

TOROS Expectations	All Settings	Classrooms	Bathroom	Playground	Cafeteria	Transitions	Digital Spaces
Teamwork Matters	-We do not cause problems for ourselves or others -Value the learning of others	-Work positively with others -Listen to and support others	-Clean any spills -Quietly and quickly use the restroom	-Include everyone -Take turns -Share ideas -Collaborate with old and new friends	-Clean up -Raise our hands to ask permission to get up	-Model positive behavior -Be helpful	-Collaborate appropriately on classwork -Provide positive assistance
Own Our Learning & Actions	-Follow directions from adults -Be prepared and ready to learn in all situations	-Follow the teacher's directions -Demonstrate diligence -Lead by example	-Leave the bathroom clean -Use a pass -Sign in/out of class to use the restroom	-Make friends -Be responsible for our actions -Be a positive role model	-Listen to all adults -Use appropriate language	-Appreciate the bulletin boards and posters -Use appropriate language	-Use technology as intended -Stay on approved sites -Engage in positive interactions
Respect One Another	-Show compassion for others -Respect school grounds -Care for others	-Follow the class mission -Always use kind words	-Respect the privacy of others -Respect the facilities	-Be a problem solver -Use kind words -Play nicely	-Use inside, respectful voices -Model respectful behavior with others -Respect all people	-Respect school property -Respect other's personal space	-NO cyber bullying - when online, treat others kindly -Keep hands off other people's devices
Optimize Opportunities for Growth	-Always do our best -Reflect and find strengths and ways to improve	-Persevere (keep trying) -Participate -Complete work on time -Be courageous	-We do not cause problems for ourselves or others -Wash our hands	-Listen to adults -Listen for the whistle	-Use manners -We only eat our own food	-Demonstrate positive virtues -Walk quietly -Be on time and prepared for class	-Communicate needs to the teacher -Stay on task -Promote honest behaviors
Safety Always	-Clean up trash if we see it -Be aware of others -Notify an adult of an unsafe situation	-Keep hands/feet to ourselves -Keep our area clean -Walk in all areas	-Report damages or messes -Electronic devices are left in classrooms	-Keep hands/feet to selves -Use equipment wisely -Stay in designated areas	-Stay Seated -Keep hands/ feet to selves -Walk in and out of the cafeteria in an orderly fashion	-Walk on campus -Stay on the sidewalks -Walk bikes on campus -Stay to our right	-Secure devices appropriately -Use your device only (not anyone else's) -Do not share passwords

Union Park Minor vs. Major Chart

<p>Teacher Managed (Minor)</p> <ul style="list-style-type: none"> • Inappropriate language • Physical contact • Defiance/Insubordination/Non-compliance • Disrespect • Disruption • Dress Code • Technology Violation • Property Misuse • Tardy <p>Consequences are determined by staff.</p>	<p>Administrator Managed (Major)</p> <ul style="list-style-type: none"> • Abusive/inappropriate Language • Fighting • Physical Aggression • Defiance/Insubordination • Harassment/Intimidation • Inappropriate Display of Affection • Vandalism/Property Destruction • Lying/Cheating • Truancy • Technology Violation • Dress Code • Theft • Repeated minors • Arson • Weapons • Tobacco • Alcohol/Drugs <p>Consequences determined by administrators.</p>
--	---

Union Park School Electronic Device Matrix

<ul style="list-style-type: none"> • Please turn your electronic device off as you enter my class, UNLESS I give express permission for the use of your apps, calculator or internet functions as it relates to our lessons. • In the case of a special circumstance, please ask me permission and explain what the emergency is. 	<ul style="list-style-type: none"> • If it falls out of your pocket or backpack, put it back. • If it rings or alerts, please turn it off. • Please take care of this right away. Repeated Violations will be reported to the office. 	<ul style="list-style-type: none"> • AM Bell to PM Bell between normal school hours • Recess and lunch • Between classes • In the bathroom <ul style="list-style-type: none"> • When you sign out of class to go to the bathroom, I will ask for your phone. • Photos or videos of anyone at school
<p>Acceptable Use</p> 	<p>OOPS!</p> 	<p>UNAPPROVED Use</p> 

Bullying

·Bullying can be repeated pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at, and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as “kids being kids,” “just teasing,” or any other rationalization. The victim is never responsible for being a target of bullying.

Rude = Inadvertently saying or doing something that hurts someone else.

Mean = Purposefully saying or doing something to hurt someone once (or inconsistently).

Bullying = Intentionally aggressive behavior, repeated over time, that involves an imbalance of power.

Anti-Bullying Pledge

·We, the students of Union Park School, agree to join together to stamp out bullying at our school.

·We believe that everybody should enjoy our school equally, and feel safe, secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion and nationality.

By signing this pledge, we, the students, agree to:

1. Value students differences and treat others with respect
2. Not become involved with bully instances or be a bully
3. Be aware of the school's policies and support system with regard to bullying.
4. Report honestly and immediately all incidents of bullying to a faculty member
5. Be alert in places around the school where there is less adult supervision such as bathrooms, corridors and stairwells.
6. Support students who have been or are subject to bullying
7. Talk to teachers and parents about concerns and issues regarding bullying
8. Work with other students and faculty, to help the school deal with bullying effectively
9. Encourage teachers to discuss bullying issues in the classroom
10. Provide a good role model for younger students and support them if bullying occurs.
11. Participate fully and contribute to assemblies dealing with bullying.

I acknowledge that, whether I am being a bully or see someone being bullied, if I don't report or stop the bullying, I am just as guilty

Print name _____ Signature _____
Date _____

Handbook Acknowledgement

By signing below, you acknowledge you have read the Union Park Middle School Handbook with your student and understand the procedures and expectations for the school year.

Parent/Guardian (print) _____

Parent/Guardian Signature _____ Date _____

Student: As a student attending Union Park, you understand what is expected of you and what your responsibilities are as stated in the handbook.

Student Name (print) _____

Student signature _____ Date _____

8/1/24

Dear Parent or Guardian,

As a middle school, we will participate in many activities and projects along with handing out prizes this school year (2024-2025). Some of these activities, projects, and prizes involve food products.

We recognize that many students at Union Park School have mild to severe food allergies. We take all precautions to ensure that all of our students are safe. **Therefore, we are requiring the return of this permission slip before your child will be able to participate in any food related activities this school year.**

If your child has any known food allergies or intolerances that will prevent them from participating in these activities, we will provide an alternate venue, project, prize or investigation.

Please sign and return this permission slip which will allow your student to participate in food related activities throughout the school year, unless stated otherwise below.

Thank you for helping us to ensure the safety of all students at Union Park School.

Please complete the bottom portion and return to school as soon as possible.

We truly appreciate your partnership.

Sincerely,

UP Middle School Teachers



Student Name: _____

Please check one of the following:

____My child DOES NOT have a food allergy or dietary restriction. He or she may participate in all food-related activities and experiments.

____My child DOES have a food allergy or dietary restriction. He or she may participate in activities, but may not eat or handle the following items:

____My child DOES have a SEVERE food allergy. I request that the class does not complete activities with the following ingredients (please list and marked with *, indicating severity and concerns):

Additional comments: