

# TAYLORVIEW MIDDLE SCHOOL

## Student Handbook

(Revised 2024)



### Home of the Wolverines

350 Castlerock Lane  
Idaho Falls, Idaho 83404  
(208) 524-7850

**Taylorview Website:**      [www.TVWolverines.com](http://www.TVWolverines.com)

<b><u>Office:</u></b>	<b>208-524-7850</b>	
<b>Principal</b>	Dave Webster	<a href="mailto:websdavi@sd91.org">websdavi@sd91.org</a>
<b>Assistant Principal</b>	Jake Humphries	<a href="mailto:humpjaco@sd91.org">humpjaco@sd91.org</a>
<b>Bookkeeper/Admin Asst.</b>	Janalie Romrell	<a href="mailto:romrjana@sd91.org">romrjana@sd91.org</a>
<b>Attendance</b>	Carrie Lords	<a href="mailto:lordcarr@sd91.org">lordcarr@sd91.org</a>
<b>Receptionist</b>	Marci Hurst	<a href="mailto:hursmarc@sd91.org">hursmarc@sd91.org</a>

<b><u>Counseling Office:</u></b>	<b>208-524-7856</b>	
<b>Counseling Secretary</b>	Jessica Contor	<a href="mailto:contjess@sd91.org">contjess@sd91.org</a>
<b>Counselor -7th</b>	Marie Elser	<a href="mailto:elsemari@sd91.org">elsemari@sd91.org</a>
<b>Counselor -8th</b>	Makenzee Klopfer	<a href="mailto:klopmake@sd91.org">klopmake@sd91.org</a>
<b>Counselor</b>	Kevin Lindley	<a href="mailto:lindkevi@sd91.org">lindkevi@sd91.org</a>

**D91 Transportation:**      **208-525-7580**

**STUDENT NAME:** \_\_\_\_\_

Team: \_\_\_\_\_ Grade: \_\_\_\_\_

Advisory Teacher: \_\_\_\_\_ Room: \_\_\_\_\_

Locker # \_\_\_\_\_

# TAYLORVIEW MIDDLE SCHOOL

## TAYLORVIEW MISSION STATEMENT

Inspiring All students to



**W**ork hard, be  
**A**cademically Accountable,  
**L**isten,  
**L**earn,  
**I**nspire others to do good, and be  
**E**mpowered to conquer the challenges of tomorrow.

*Wolverines*

**WILL**

**BE SAFE**

**BE RESPECTFUL**

**BE RESPONSIBLE**





## Bell Schedules 2024-2025

### MONDAY - THURSDAY

<b>7th Grade</b>							
1	2	3	LUNCH	4	5	6	Advisory
8:35-9:38	9:41-10:39	10:42-11:40	<b>11:40-12:10</b>	12:13-1:10	1:15-2:12	2:15-3:12	3:15-3:35
63	58	58	<b>30</b>	57	57	57	20

<b>8th Grade</b>							
1	2	3	4	LUNCH	5	6	Advisory
8:35-9:38	9:41-10:39	10:42-11:40	11:43-12:40	<b>12:40-1:10</b>	1:15-2:12	2:15-3:12	3:15-3:35
63	58	58	57	<b>30</b>	57	57	20

### FRIDAYS– Intervention School Day Schedule

<b>7th &amp; 8th Grade</b>						
1	2	3	4	5	6	LUNCH
8:35–9:15	9:16-9:56	9:57-10:37	10:38-11:18	11:19-11:59	12:00-12:40	<b>12:40-12:50</b>
40	40	40	40	40	40	<b>10</b>

#### **Friday Intervention School Day:**

Students who are passing all of their classes with a letter grade of A,B, or C are not required to attend school on Friday. Students who have a letter grade of D or F are required to attend all of their classes on Friday. Even if they are only failing one class. Grades will be updated Wednesday night and a message will be sent out to let you know if you need to attend Friday. If you receive a message and don't come to school, you will be marked absent. Use the time you have on Friday to get caught up on grades.

**Friday's are a school day!**

## ● ATTENDANCE

- **Attendance is critical to student success.** Students need to attend classes each day. Our teachers provide a positive learning environment and engaging instruction. Students who miss class, miss out on essential learning opportunities necessary for success.
- **ABSENCES** --All absences must be reported through the attendance office **(208) 524-7855** by a parent or guardian within 48 hours of the absence.
- **LCA –LOSS OF CREDIT DUE TO ABSENCE**—**Students will lose credit** for any class in which they **exceed five (5) total absences in a trimester**, this applies to **ALL absences, including parent verified absences**. The total number of absences that can be made up during a trimester has been set at five (5). Students may regain credit by making up their time during Saturday School sessions at TMS or by working with teachers to make up time before school, during lunch or after school. Parents and students should check with the attendance secretary to schedule make-up time. Transportation for make-up sessions is the responsibility of the student and parent.
- **TARDIES**--Students are expected to be in classrooms, in their seats and ready to begin class at designated class start times. A student is considered absent if he/she is more than 10 minutes late. Tardiness may result in lunch detention, and excessive tardiness may result in disciplinary action, including assigned Saturday School.
- **MEDICAL ABSENCE VERIFICATION**—An excused absence, due to illness or a medical/dental appointment, directly verified by a licensed medical practitioner cleared with the attendance office before or within two business days of the student’s return to school, will be a LCA exempt absence.
- **TRUANCY**--A student who is absent from class without proper authorization from parents and/or administration is considered truant even if the student is on school property. Truancy is a violation of the law and will be dealt with in accordance with Idaho Code 33-202, 33-206; recurring absences may result in a student being referred to a truancy officer.
- **MAKE-UP WORK**-Students will be allowed the number of days they were absent plus one (up to a maximum of 5 days) to makeup work missed due to verified absences.
- **HOMEWORK REQUESTS**—Please make homework requests prior to absences if possible. If a student misses more than two consecutive days, homework requests can be made through the office by calling **(208) 524-7855**; otherwise, students can check with the classroom teacher for make-up work upon the student’s return to class.

# TAYLORVIEW MIDDLE SCHOOL EXPECTED BEHAVIORS



	Classroom	Office	Hallways	Cafeteria	Bathrooms	Commons Area	Outside
<b>Be Safe</b>	<p>Keep hands, feet, and objects to yourself.</p> <p>Avoid trip hazards.</p> <p>Use common sense.</p>	<p>Check in and check out with the appropriate adult.</p> <p>Stay seated in the designated areas.</p> <p>Keep your hands, feet &amp; objects to yourself.</p>	<p>Walk calmly on the right side at all times.</p> <p>Keep your hands, feet, and objects to yourself.</p>	<p>Keep hands, feet, and objects to yourself.</p> <p>Keep appropriate distance in line.</p> <p>Walk calmly at all times.</p> <p>Go to appropriate places when finished.</p>	<p>Only one person per stall at a time.</p> <p>Wash your hands with soap and water</p> <p>Walk calmly at all times.</p>	<p>Only sit on the benches.</p> <p>Keep hands, feet, and objects to yourself.</p> <p>Walk calmly at all times.</p> <p>Be aware of your surroundings.</p>	<p>Use equipment appropriately.</p> <p>Stay within recess boundaries.</p> <p>Keep your hands, feet and other objects to yourself.</p> <p>Report disturbances, accidents, and injuries to staff.</p>
<b>Be Respectful</b>	<p>Take care of your personal belongings.</p> <p>Use classroom furniture, equipment and textbooks properly.</p> <p>Use school appropriate language.</p> <p>Be mindful of others.</p> <p>Use your device as an appropriate tool.</p>	<p>Talk to office staff politely.</p> <p>Wait patiently.</p> <p>Use school appropriate language.</p> <p>Use your manners: "Please, thank you, and excuse me."</p> <p>Keep office matters private.</p>	<p>Use an inside voice.</p> <p>Use school appropriate language.</p> <p>Move quickly and quietly to your destination without disrupting classes in session.</p>	<p>Pick up after yourself.</p> <p>Use school appropriate language.</p> <p>Use an inside voice.</p> <p>Follow teacher and staff directions.</p>	<p>Respect the privacy of others.</p> <p>Use school appropriate language.</p> <p>Respect school property.</p> <p>Put all trash in designated cans.</p>	<p>Use an inside voice.</p> <p>Use school appropriate language.</p> <p>Be courteous to staff and peers.</p> <p>Wait your turn.</p> <p>Follow teacher and staff directions.</p>	<p>Use school appropriate language.</p> <p>Follow teacher and staff directions.</p> <p>Be kind and inclusive.</p>
<b>Be Responsible</b>	<p>Arrive on time and prepared.</p> <p>Always do your best.</p> <p>Engage in your own learning.</p> <p>Politely advocate for yourself.</p> <p>Follow all teacher and staff directions.</p>	<p>Touch only your own belongings.</p> <p>Pick up after yourself.</p> <p>Be honest and accountable.</p>	<p>Have a hallpass from your teacher during classtime and do not share.</p> <p>Use only your assigned locker to hold your belongings.</p>	<p>Keep our cafeteria clean.</p> <p>Be mindful of the time.</p> <p>Throw all trash away.</p> <p>Put trays in their proper place.</p>	<p>Follow teacher and staff directions.</p> <p>Report concerning behavior and/or damage to staff.</p> <p>Keep food and drinks out of the bathrooms.</p>	<p>Keep our commons area clean.</p> <p>Report concerning behavior and/or damage to staff.</p> <p>Keep food and drinks in cafeteria.</p>	<p>Keep the school property clean.</p> <p>Listen for the end-of-lunch bell.</p> <p>Return borrowed equipment.</p> <p>Report concerning behavior and/or damage to staff.</p>



## ACADEMIC GRADING POLICIES

Report cards will be issued at the end of each trimester grading period. Academic grades are given based on the following guidelines:

**A: 90 - 100%**

**D: 60 – 69%**

**B: 80 - 89%**

**F: Below 60%**

**C: 70 – 79%**

**LCA – Loss of Credit due to Absence** (See section on LCA and attendance.)

**PowerSchool**-Parents and students are encouraged to use PowerSchool to frequently monitor grades and assignments.

**\*Middle School Credit Requirement**-Students MUST PASS 80% of classes attempted AND MUST PASS a minimum of 2 out of 3 trimesters in all core subject classes (English, Reading, Math, Science and History) in order to move to the next grade level. Students who do not meet these requirements will be retained in the same grade the following year, unless they complete an alternate route to pass, such as summer school.

**ATTENDANCE CODES**-Excused absences that **DO NOT count against the count (5) for LCA's**:

ACT: School Activity (*school-sponsored activities only*)

MED: Medical excuse with note from doctor

ISS: In School Suspension

SSS: Supervised Suspension

JUV: Juvenile Lockdown

CRT: Court

DIF: Death in Family

HMB: Homebound

**Absences that ARE INCLUDED in the 5 absences per class allowed each trimester before LCA status (Loss of Credit due to Absence) and will require make-up time to prevent LCA are the following:**

VER: Parent called and verified the absence

OSS: Out of school suspension

UNV: Unverified –the parent did not call the school to inform them of the student's absence

UNX: Truant –when a student is not in his or her assigned location during the school day.

**TARDINESS**-Attendance will show TDY if the student is late for class and absent if a student is over 10 minutes tardy. TMED will be used if your student is tardy due to medical reasons. Parents and students should review the attendance record in PowerSchool often. If you have any questions or concerns, please contact our attendance secretary, Carrie Lords @ (208) 524-7855.

**GRADE ELIGIBILITY FOR EXTRA-CURRICULAR ACTIVITIES:**

High Honor Roll: 3.8-4.0      GPA Honor Roll: 3.5- 3.79      GPA Student Body and Class Officers: 3.0 GPA

National Junior Honor Society: 3.5 cumulative GPA (GPA is only one requirement for National Junior Honor Society.)

Athletic Eligibility: Students must pass 5 of 7 classes in the previous trimester.

## ACTIVITY CARDS

Students may purchase Taylorview Middle School Activity Cards in the office. The activity card will permit students to enter Taylorview activities and high school activities at a reduced rate.

## ADVANCED LEARNING OPPORTUNITIES

The Idaho State Department of Education's Advanced Opportunities programs provide students with a number of ways to get a jump on college. The Advanced Opportunities program provides students with opportunities to earn college credit or pay for those college credits while they're still in high school. Middle school students are offered the opportunity to take courses for high school credit. If you have questions, please contact our school counseling department.

## **ASSEMBLIES**

The Student Council President or administration opens each assembly, and they will dismiss the group at the end of the assembly. Once seated, no student should leave his/her seat unless he/she has been dismissed. Students who make unnecessary and/or undesirable disturbances will be escorted from the assembly and are subject to disciplinary action.

### **Assembly Expectations**

1. Enter the gym or auditorium and sit with your class and team.
2. Be respectful of the announcer and those participating in the assembly.
3. Stay seated until dismissed.

**ATTENDANCE**-All absences must be reported through the attendance office (208) 524-7855 by a parent or guardian within 48 hours of the absence.

**LCA –LOSS OF CREDIT DUE TO ABSENCE—Students will lose credit** for any class in which they **exceed five (5) total absences in a trimester**, this applies to **ALL absences, including parent verified absences**. The total number of absences that can be made up during a trimester has been set at five (5). Students may regain credit by making up their time during Saturday School sessions or by working with teachers to make up time before school, during lunch or after school. Parents and students should check with the attendance secretary to schedule make-up time. Transportation for make-up sessions is the responsibility of the student and parent.

### **LCA Attendance Make-up Sessions:**

- o Students may make up time for absences (excluding truancy absences), by attending make-up sessions on Saturdays from 8:00 a.m. – 12:00 p.m. Students must sign up for these sessions in the front office prior to attending. Students not signed up will not be allowed to attend.
- o Student can also make arrangements with their teacher to make up time before school, during lunch and after school, and the student is responsible for recording this makeup time with the attendance clerk in the front office.

### **LCA Appeal Process:**

- o Those students who have valid reasons to believe that all or part of the LCA absences are the result of extraordinary circumstances may request a review of their case by submitting an appeal to the building principal. All appeals must be submitted in writing no later than the 15<sup>th</sup> day of the next trimester. An LCA Appeal Committee will review the appeal, with the following possible outcomes:
  - Deny the appeal
  - Grant credit
  - Grant credit contingent on completion of attendance make-up
  - Grant credit contingent on successful completion of an attendance contract

\*Students will only be allowed to appeal their LCA status one time in middle school and one time in high school.

**BACKPACKS & BAGS**— All backpacks and bags should be in lockers from 8:35am - 3:35pm.

**BIKES, BLADES, BOARDS, etc.** – Students may not ride bikes, skateboards, scooters or roller skates on Taylorview property in order to prevent injury to riders and bystanders. Bicycles are to be parked in the bicycle rack in front of the school or behind the school. The school assumes no responsibility for loss or damage.

**BREAKFAST**– Breakfast is served in our cafeteria from 8:10 a.m. – 8:35 a.m.

- All food **MUST** remain in the cafeteria.
- Students are expected to demonstrate good manners and clean up after themselves.
  - Apply for free and reduced school meals at [ifschools.org](http://ifschools.org) in the child nutrition section or forms are also available in the office.

## **BULLYING**



**BULLYING** is **NOT** tolerated. Refer to State Statute 18917A. Acts of Social Violence (Bullying, Cyber bullying, Intimidation, Hazing and Harassment). It is the policy of Idaho Falls School District 91 Board of Trustees to maintain a safe school environment for all students, employees, and visitors while attending school, riding the school bus, and attending district-sponsored activities on school premises or at other locations. Acts of Social Violence include but are not limited to the following: Bullying, Cyber bullying, Intimidation, Hazing, and Harassment (peer, racial, color, and national origin, sexual orientation, religious, disability, and sexual).

It shall be a violation of this policy for any district student, employee, or visitor to bully, haze, intimidate, or harass another individual, while on any school premises or at any school sponsored activity, regardless of location. Violation of this policy may be subject to school disciplinary action even if the threat is not substantial, direct, or specific enough to constitute a violation of state or federal law. In accordance with state statute, the act of bullying is punishable by a **citation** issued by the school resource officer or uniformed police officer. **If you witness bullying or feel that you are being bullied, report it immediately to a teacher, counselor, principal, school resource officer or any trusted adult. REMEMBER--administration cannot address issues or problems they don't know about—so, please do your part to stop bullying by being an “upstander” and not a “bystander”.**

**Bully**--a person who seeks to harm, intimidate, or coerce someone he/she perceives as vulnerable.

**Bystander**--a person who witnesses bullying or intimidation and does nothing to intervene or report it.

**Upstander**--a person who speaks or acts in support of an individual or cause, particularly someone who intervenes on behalf of a person being attacked or bullied.

## **BUSSING**

Students are expected to follow all bus rules while riding school district busses. In order to keep your privilege to ride the bus, you must obey the following District #91 bus rules:

- Stay sitting in your assigned seat at all times.
- Keep hands, feet and objects to yourself and inside the bus.
- No swearing, obscene gestures, put downs, teasing, or bullying.
- Use classroom voices on the bus.
- Follow the driver's directions.
- Provide your correct name and information upon request of the bus driver or other school official.
- **Bus passes are REQUIRED** if you want to ride a different bus than your own.
  - A student may be suspended from riding on a bus by the bus driver if he/or she fails to identify himself/herself when requested to do so.

- If the disciplinary infraction is severe and/or compromises safety, a student may be suspended from riding a bus.

### **BUS CITATION CONSEQUENCES:**

**1st Citation = Warning**

**2nd Citation = Parent meeting and possible suspension from the bus**

**3rd Citation = Parent meeting and suspension from the bus for up to 1 calendar year**

- For information on routes and other bussing questions or concerns, please contact:
  - Transportation Secretary: **Kim Lempke at 525-7580**
  - Transportation Supervisor: **Ralph Frost at 525-7580**

## **CAFETERIA**

The Taylorview Cafeteria provides well-balanced meals every day for a nominal fee. Students are encouraged to purchase the school breakfast and/or lunch. Several choices are available each day.

- Students may pay for lunches daily, or prepay for a period of time. Students may bring cash or a check payable to the Taylorview Cafeteria. Free & Reduced Lunches are available for families who qualify. Information and applications are available in the main office.
- Only authorized school district personnel may sell food in the cafeteria. No homemade items may be brought to school for the purposes of selling. It is the responsibility of students to throw away all their trash, return their tray to the dish room and behave appropriately when using the cafeteria.

## **CELL PHONE POLICY & OTHER DEVICES**

Technology is provided at Taylorview to enhance learning. Students may bring their own devices (smartphones, iPods, tablets, etc.) at their own risk, and Taylorview Middle School is not liable for lost, damaged or stolen devices. All students are expected to follow the Computer Use Agreement regulated by the district.



- **Cell phones** must be silenced and **kept in student lockers during the entire school day**, unless otherwise directed by the classroom teacher. Students may use their phones before and after school.
- **Consequences for inappropriate cell phone use will be at the discretion of the classroom teacher.**
- **If students are seen using their cell phones during school hours staff/faculty will direct them to put it away in their locker or collect the phone and have it taken to the office for the student to pick up at the end of the day.**
- No student may record or take pictures of a class, student or school personnel without written permission from the teacher and/or school administration, and the recording device is visible to everyone in the classroom.
- If parents anticipate their student may struggle with the above expectations and consequences, please consider keeping cell phones/devices at home.
- All students have access to the office phone for communication with parents.

**CHECKING IN/OUT DURING SCHOOL HOURS** -- Please schedule appointments for your child during non-school hours when possible. However, if that is not possible, students may leave school during class hours **ONLY** when a parent or other authorized adult (18 years or older) comes into the office to check them out. Identification may be required and authorized adults must be listed with the school office on PowerSchool.

- If the student returns during school hours, he/she may be re-admitted through the office.

**CLASS CHANGE REQUESTS**- (See *SCHEDULE CHANGE POLICY* section)

**CLOSED CAMPUS**—Taylorview is a closed campus. Students must have parent permission verified through the office to leave campus.

**COMMUNICATION** –

If you have questions or concerns, please contact your child’s teacher, counselor, administrator or other staff member for assistance.

**We are here to help and provide support for you and your students.  
Let’s work together for the success of your student at Taylorview!  
We love our Taylorview students and families!**

**Suggested forms of communication provided include:**

- **Call our office** for questions and/or assistance or to leave a message for a teacher/staff, and we will be happy to deliver it. **(208) 524-7850**
  - Please **DO NOT** call or text your child’s cell phone during school hours.
  - If your child needs to contact you during the school day, they may use the office phone.
- **Email**—visit our website, <https://tvwolverines.com>
- **Schedule a Meeting**-- please feel free to call or email to schedule a meeting with teacher(s) or staff.
- **Power School**—check PowerSchool regularly to monitor your student’s grades & assignments.
- **Student Handbook**—read school information provided in the Student Handbook & use it to communicate with teachers.
- **Parent-Teacher Conferences**—please plan to attend Parent-Teacher Conferences to meet with teachers. Dates/times TBA. Watch our monthly newsletter and our website for specific dates and times.
- **Monthly newsletter**—sent electronically to parent email/text and also available on our website.
- **Taylorview Website**—check our website for school updates & info. @ [www.TVWolverines.com](http://www.TVWolverines.com)
- **D91 Website**— check D91 website for district information and updates @ [www.ifschools.org](http://www.ifschools.org)

**DELIVERIES**— No deliveries will be accepted at school for students, such as Grubhub, Doordash, flowers, balloons, etc.

**DISCIPLINARY ACTION**- may result from failing to follow the school-wide or classroom expectations for behavior. Taylorview Middle School utilizes a restorative approach for correcting and teaching appropriate behavior; however, when consequences/disciplinary action is deemed necessary, it may include the following:

## **Disciplinary Action may include, but is not limited to (not sequential):**

- \*Guidance and re-teaching of school-wide expectations
- \*Conference with student, parent(s) or legal guardian
- \*Detention
- \*Meeting with school level team
- \*Rearrangement of class schedule
- \*Restriction of extracurricular activities
- \*School clean-up
- \*Saturday school
- \*Police (SRO) Involvement
- \*Restitution
- \*In-school suspension (ISS) for 1 or more classes
- \*Supervised-school suspension (SSS) 1 or more classes
- \*Out-of-school suspension (OSS)
- \*Behavior Intervention Plan
- \*District Discipline Review Committee (DDRC) referral
- \*Transfer to another school within the district
- \*Alternate education plan Behavior contract
- \*Recommendation for Expulsion
- \*Referral for court-enforced truancy
- \*Waiver revocation

\*The district policy regarding student discipline can be viewed at  
<https://go.boarddocs.com/id/d91/Board.nsf/Public>

## **DRESS CODE**

Students are encouraged to dress for workplace readiness, success and learning. These guidelines apply to all students at all times. School District #91 Board Policy 1005.4 states, “Dress and appearance must not present health or safety problems or pose potential disruption of the educational process as adjudged by school personnel”. The rules of dress for Taylorview Middle School are based on common sense, decency and modesty in an effort to preserve the educational environment.

- o No hats, beanies or hoods inside the school building.
  - o No halter tops, spaghetti straps, tank tops, crop tops, half shirts that expose the midriff or low-cut tops.
  - o No displaying of underwear, including low-riders.
  - o All shorts, skirts, dresses and holes in jeans must be finger-tip length or longer.
  - o Clothing that advertises alcohol, tobacco, drugs, weapons, illegal activities, is suggestive, vulgar, or otherwise inappropriate for school is prohibited.
  - o Hairstyles, clothing, or makeup that disrupt the classroom or educational environment are prohibited. This includes face painting and drawing on skin.
  - o No gang-related clothing, signs, drawings, graphics or slogans.
  - o No pocket chains, bandanas or sunglasses.
  - o No blankets or footed pajamas.
- Students who attend school in violation of the Dress Code will be sent to the office. Parents will be notified and asked to bring a change of clothing to school. Please help us in creating an environment conducive to learning.
  - Failure to comply with the dress code or arguing with school personnel when asked to correct dress code violations may result in disciplinary action for insubordination/disrespect.

**EMERGENCY CONTACTS** —It is essential for parents to keep the school informed of the student’s correct home address and phone numbers for home, business and emergency contacts. Updating these numbers and information ensures student safety. Students will not be released to anyone not listed on their emergency contacts.

**EMERGENCY-SAFETY DRILLS** —Everyone must exit the building when a alarm sounds. Students not in a classroom must exit the nearest safe exit and go to their



advisory teacher. Students will be instructed in each class which exit to use and where to go during a fire drill. Students are expected to close the door when leaving, walk rapidly to the nearest safe exit, and must be courteous and helpful to individuals in wheelchairs or have mobility concerns. Students should keep noise to a minimum and stay outside until directed to return to class. Once directed to return to class, students should go quickly and quietly back to the classroom.

**ENROLLING STUDENTS FROM OTHER SCHOOLS/DISTRICTS**—It is the policy of the Board of Trustees of School District 91 that no student who has been expelled or threatened with expulsion by any other school or district may enroll in School District 91 until such time as the penalty for said infraction would have expired had the student actually been expelled.

### **FIRE & SAFETY DRILLS**

- Students will be instructed in each class which exit to use and where to go.
- Students not in a class should exit the nearest safe exit and find their advisory teacher.
- Students should walk quickly and quietly to the exit. DO NOT RUN.
- Keep noise to a minimum and stay outside until directed to return to class.
- Always exit the building when the fire alarm goes off, even if you are not in a classroom.

**FOOD & BEVERAGES**—All food must stay in the cafeteria.

- Open food and/or drink other than water are not allowed down the halls, outside or anywhere outside of the cafeteria.
- There are vending machines in the commons area; however, these items may only be opened and eaten in the cafeteria during lunch. Failure to comply may result in the loss of our TMS vending machines.
- Students are expected to clean-up and throw their garbage away and should hold their peers to the same standard. Please help keep our school, grounds, and cafeteria clean by cleaning up after yourself.

**GANGS & HATE GROUPS** and similar organizations or groups which advocate hatred, violence, or discrimination on the basis of race, color, religion, sex, ancestry, national origin, or handicaps are fundamentally against the values of Taylorview Middle School. We have zero tolerance for gangs & hate groups and/or activities of this type on school property or at any school-related function. Disciplinary actions may include suspension, referral to the District Discipline Review Committee (DDRC), and/or police involvement. For more information, please read School Board Policy 1005.3 @ <https://go.boarddocs.com/id/d91/Board.nsf/Public#>

**GRADING POLICY**-Idaho State Middle Level Credit Policy can be found at <https://www.sde.idaho.gov/topics/middle-level/> .

Current grades in each class can be found on Powerschool. Parents can create a Powerschool account and have access to their student's grades.

### **Grades**

**Student body and class officers:** 3.0 GPA

**Extra curricular activities** require a minimum standard of no more than one failing grade and at least a 2.0 GPA. Individual coaches/teams may have a higher standard.

**Failing Grades:** Teachers are responsible for arranging activities by which students may learn certain subject content. Students are responsible for participating in these activities to reach proficiency. If a student hasn't adequately fulfilled his/her responsibility, the teacher may record an 'F' for the grade

earned in that subject.

**Extra Help may be available** --Please check with your team of teachers for the days/times.

**HALL PASSES**–All students must have a **Taylorview Hall Pass** when out of class during class time. **Hall passes will not be issued during the first 10 minutes and the last 10 minutes of class.** Students are expected to get a drink and use the bathroom during passing time. This time should also be used to gather what is needed for class. Students in the hallways or other areas of the building during classes without a hall pass may be subject to disciplinary action for truancy. Students will be using EHallpass to request hall passes. Students must be approved through EHallpass in order to leave the classroom.

**HALLWAYS** – Students are **NOT allowed in the hallways** during the following times:

- Before 8:20 a.m. (Students must remain in the cafeteria and commons area until 8:20 a.m.)
- During class, without a hall pass
- During Lunches (unless they have a teacher-issued lunch-time pass)

**HOMEWORK** - All students should be reading at home every night for a minimum of 30 minutes. Other homework is dependent on the class, teacher and the amount of work each student completes during the class period. Students are instructed to use their Student Handbooks to record their classroom and homework assignments. Missed classwork may become homework if students are absent.

**TMS NATIONAL JUNIOR HONOR SOCIETY** - Students nominated for TMS National Junior Honor Society are expected to be excellent students and outstanding citizens. Students will be nominated for participation by their teachers at a selected time. Once they have accepted the nomination, students will be expected to maintain a 3.0 GPA, complete 25 hours of volunteer work, and maintain a positive reputation (no major referrals and no more than 3 minor referrals). Student Nominees will be on a probationary membership until the induction ceremony in May. Probationary membership can and will be revoked when a student is not meeting the requirements of participation. Our TMS Honors Society is a registered chapter with the NJHS foundation.

**LIBRARY/MEDIA CENTER**–The Media Center is open daily from 8:20 a.m. to 3:45 p.m. Students may use the Media Center and its resources before and after school. **A Hall Pass is required to be in the Media Center at lunch or during class.** Books are checked out for two weeks and are due on Tuesdays. Students may have up to three books out at a time. Materials must be returned before more items may be checked out. All reference books may be checked out at the end of the day Monday through Thursday. They are due back the next morning.

**LOCK DOWN DRILLS**– students will participate in at least two lock down drills each school year. This is to practice safety procedures and keep students and staff safe in the event of an emergency. Students will be instructed to “lock down” in the classrooms, and our doors will be locked during these drills. A notice will be placed on the front door of the school to notify visitors/parents of the drill.



## **LOCKERS**

- Damage and or writing on the lockers inside or out may be considered vandalism.
- Lockers are not to be shared.
- Be sure your locker is locked and secure each time you use it.
- Students are responsible for the security of their lockers. Taylorview is not responsible for lost or stolen items.
- Keep your locker combination private and secure.
- Lockers may be searched by administration and/or law enforcement, if there is reasonable suspicion, determined by school administration.

**LOST & FOUND**-items should be turned in to the GYM. Unclaimed items will be periodically donated.

**LUNCH** – Students are expected to clean-up after themselves in the cafeteria.

After students eat lunch in the cafeteria, they may:

- **Stay in the cafeteria—must remain seated**
- **Gym** (when open)
- **Go outside-behind the school** (front of the school is off-limits)
  - Stay within school boundaries and within sight of duty aides
  - Stay out of the “Pit” and off the bleachers

**MEDICATION**– When medication must be given during school hours, a parent or guardian must bring the medication to the school nurse in a pharmacy labeled container, along with the required paperwork. Self-administration of select medications by responsible students is only allowed under certain conditions to be determined by the school nurse.

- Students should not carry medications with them nor share their medications with others.
- Sharing prescription medication is considered delivery of a controlled substance and is against the law.
- If there is reasonable cause to believe that a student illegally uses, sells, distributes, or possesses drug paraphernalia, drugs, alcohol, or other mood-altering substances in school, on or adjacent to school property or at school functions, the student will be subject to disciplinary procedures. These procedures may include suspension, arrest, prosecution and expulsion from school.

## **PARENT-TEACHER CONFERENCES-**

There will be 2 scheduled Parent-Teacher Conferences this year. Dates will be on the district calendar. Taylorview's parent teacher conferences will be open house style.

If you have questions or need to talk to your child’s teacher, please contact the school and/or email the teacher directly by using the D91 or Taylorview website teacher email addresses.

**PICK UP & DROP OFF**— *Students should not arrive at school before 8:00 a.m.*

- Drop off and pick up students along the sidewalk at the front of the building.
- **Watch carefully and yield for students, staff, and others crossing on foot from the parking lot to the building.**
- Do not pick up or drop off in the back of the building; this is our bus zone.

**POWER SCHOOL** – PowerSchool is our main source of communication, feedback, grading, etc. If you have questions or need help please contact the counseling office.

**SCHEDULE CHANGE POLICY--ALL CLASS CHANGE REQUESTS** must be made **BEFORE the beginning of the trimester. NO CLASS CHANGES AFTER THE TRIMESTER BEGINS.** Students should choose their classes thoughtfully and review their upcoming schedule as each trimester nears the end. If a student desires a class change before the beginning of a trimester, they must make an appointment with their grade level counselor.

**SCHOOL CLOSURE-** Please sign up for messages through our website and you will be the first to know about school closures, special events and other activities at Taylorview.

**SCHOOL PROPERTY & GROUNDS**-School property is public property and is paid for and maintained by tax funds. Students may be charged with vandalism and held financially responsible for any damage done to school property.

**SCHOOL SPIRIT**—Wear your Taylorview t-shirts/sweatshirts and/or school colors (orange & black) every Thursday, for pep assemblies, Spirit Days and home game days. Check the calendar in our newsletter and/or website for home games dates, wear TMS colors and support our Taylorview athletes!

**Go Wolverines!**



**SEARCH & SEIZURE**-Taylorview administration and security officers will check/search any locker, backpack, book bag, purse, satchel, fanny pack, binder, notebook or person when reasonable suspicion is present.

**SOCIAL MEDIA-** Snapchat, Instagram, Twitter, Facebook, Google Hangouts, etc. can be a source of inappropriate exchanges between and among students. No social-media activity should be happening during school hours due to the cell phone policy. **Please monitor your child’s use of social media. Taylorview cannot be responsible for students’ social media use outside of school.**

**STUDENT GOVERNMENT** - Elections will be held in the Fall for 7<sup>th</sup> grade & Spring for 8<sup>th</sup> grade.

**STUDENT VISITORS**—are not allowed during school hours.

### **TARDY POLICY**

**\*Be on time for class.**



**TARDY** –TDY will show on a student’s attendance, if the student is late for class. A student is considered absent if he/she is more than 10 minutes late. Parents will be notified the first time each day a student is marked absent.

Tardiness may result in detention, and excessive tardiness may result in disciplinary action, including assigned Saturday School and possible referral to the court for truancy.

- o Parents and students should review the attendance record in PowerSchool often. If you have any questions or concerns, please contact our attendance secretary, Carrie Lords @ (208) 524-7855.

**TRUANCY** -- A student will be truant if he/she is absent from class in the following conditions:

- 20+ minutes late to class
  - Skipping class
  - Leaving class without permission of teacher
  - Leaving school without permission from office
  - Students must sign out in the front office before leaving.
- o Excessive absences may result in the student being referred to the court for truancy.

## **TEAM CHANGE POLICY**

### **No Team Changes.**

- Teams are assigned randomly by the scheduling software to ensure a diverse and balanced educational environment. Sometimes, students wish to change teams to be with a friend or for other reasons; however, team placement is final. Students will have the opportunity to interact with friends during lunch and electives, which are not sorted by team.
- **Appeal Process**
  - Students must attend their assigned schedule for the first two weeks of school.
  - Contact the team leader and schedule a parent/student meeting to discuss concerns.
  - At the meeting, develop a plan with the team of teachers to help address concerns.
  - Write a letter of appeal, addressed to the principal, which outlines concerns and results of the plan.
  - The principal will contact parents to schedule a meeting with the team leader, administration and counselor.
  - Team changes may not be possible due to class sizes and other scheduling constraints.

**TECHNOLOGY**: Those who use technology at school are expected to follow the *Computer Use Agreement* that has been signed at registration. Personal electronic devices may be used in the classroom for educational purposes only under the direct supervision and with permission of the classroom teacher.

- Violations of the *Computer Use Agreement* may result in disciplinary action, including loss of technology privileges.

### **Some important points to remember include:**

- ALL technology is to be used for educational purposes-not for entertainment nor any illegal purpose.
- No ear pods or air pods are allowed.
- Keep all your passwords confidential and don't permit others to use your accounts.
- Do not disclose personal or private information about others or self.
- Do not destroy, damage or alter equipment, information or resources that are not owned by you.
- Use polite communication, no harassment or bullying, or abusive, vulgar or inappropriate language.
- Do not intentionally access, transmit, copy or create any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive or illegal materials.
- Do not take photos, videos or recordings of any student, teacher or staff member without their express permission.
- Avoid all material on the Internet that does not relate directly to educational pursuits.

The complete policy can be viewed at <http://www.d91.k12.id.us/board/policy/1000.pdf>

**TEXTBOOKS & LIBRARY BOOKS** - are purchased by the school and district and checked out to students for use during the instructional year. If excessive wear or damage is evident when the books

are returned, the student may be assessed a book damage fee.

## **VENDING MACHINES**

- Vending machines are available for student use in the commons area; however, **all food must stay in the cafeteria.**
- No open food or beverage containers, except water, are allowed in the classrooms/hallways/etc. (except under special circumstances)
- Violations may result in disciplinary action and possible removal of the vending machines.
- Use at your own risk. The machines are not school-owned, and TMS is not liable for loss/failure to dispense



## **VISITORS**

**ALL visitors MUST CHECK IN AT THE FRONT OFFICE** upon entering the school building and will be issued a “Visitor” badge.

- Students from other schools and young people who are not enrolled in school are not allowed to visit or attend school.

## **Supporting the success of ALL students!**

**ZERO TOLERANCE FOR WEAPONS/EXPLOSIVES**-- Statement of Policy for Possession- Section 1006 of the board of Trustees of School District 91 states that any student who has a firearm or explosives in their possession (either on their person, in their purse, handbag, or backpack, or in their locker) will be immediately suspended from school. Any student who has a knife as NOT defined in Idaho Code 18-3302D in their possession (either on their person, in their purse, handbag, backpack or in their locker) will be immediately suspended from school. Additionally, any student who displays a knife, or uses or threatens to use any other instrument or device as a weapon, including bullying and physical violence against another student or staff member, will be immediately suspended from school.

\*The complete policy can be viewed at <https://go.boarddocs.com/id/d91/Board.nsf/Public#>

# Idaho Falls School District 91 Calendar 2024-2025

July		Key to Abbreviations	January		Adopted 6/12/2024
M T W TH F		Pre-K = Preschool	M T W TH F		School Resumes on Jan 7, 2025 6 Staff Development/Teacher Work Day 20 MLK Day - No School 20 Staff Development - No School
1 2 3 4 5		K = Kindergarten	6 7 8 9 10		
8 9 10 11 12		ES = Elementary Schools	13 14 15 16 17		
15 16 17 18 19		MS = Middle Schools	20 21 22 23 24		
22 23 24 25 26		HS = High Schools	27 28 29 30 31		
29 30 31		PT Conferences = Parent/Teacher Conferences			
		PSAT = Pre Scholastic Aptitude Test	February		
August		SAT = Scholastic Aptitude Test	M T W TH F		
M T W TH F		21 Staff Development/Teacher Work Day	3 4 5 6 7		
1 2		22 Staff Development/Teacher Work Day	10 11 12 13 14		
5 6 7 8 9		23 Teacher Work Day	17 18 19 20 21		
12 13 14 15 16		26 Staff Development/Back to School Night ES	24 25 26 27 28		
19 20 21 22 23		27 First Day of School K-6th, 7th, 9th & Emerson			
26 27 28 29 30		27 Early Release and Back to School Night MS and HS	March		
		28 First Day of School 8th and 10th-12th	M T W TH F		
		30 Early Release ES	3 4 5 6 7		
September		30 Regular Full Day Schedule MS and HS	10 11 12 13 14		
M T W TH F		Early Release ES/Intervention School Day MS and HS	17 18 19 20 21		
2 3 4 5 6		2 Labor Day - No School	24 25 26 27 28		
9 10 11 12 13		3 First Day of School Pre K	31		
16 17 18 19 20			April		
23 24 25 26 27			M T W TH F		
30			1 2 3 4		
October			7 8 9 10 11		
M T W TH F		3-4 State & District Professional Development - No School	14 15 16 17 18		
1 2 3 4		17 Parent Teacher Conf. MS and HS	21 22 23 24 25		
7 8 9 10 11		17 Early Release MS	28 29 30		
14 15 16 17 18		18 On-Line Learning Day MS and HS/ Teacher Comp Day	May		
21 22 23 24 25		TBD PSAT Grade 10	M T W TH F		
28 29 30 31			5 6 7 8 9		
November			12 13 14 15 16		
M T W TH F		5 Staff Development/Teacher Work Day	19 20 21 22 23		
4 5 6 7 8		5 Election Day/On-Line Learning Day	26 27 28 29 30		
11 12 13 14 15		22 End of 1st Trimester	June		
18 19 20 21 22		25 Teacher Work Day - No School	M T W TH F		
25 26 27 28 29		26-29 Thanksgiving Break - No School	2 3 4 5 6		
December			9 10 11 12 13		
M T W TH F		4-5 Parent Teacher Conf. ES	16 17 18 19 20		
2 3 4 5 6		5 Early Release ES	23 24 25 26 27		
9 10 11 12 13		6 On-Line Learning Day ES/Teacher Comp Day	30		
16 17 18 19 20		6 Regular Full Day Schedule MS and HS	Start/End Time		
23 24 25 26 27		Dec 23 - Jan 3 Christmas Break - No School	School		
30 31			Start/End Time		
Monday - Thursday			ES Early Release MS/HS Intervention School Day Friday		
8:00 - 2:05		Bunker, Fox Hollow	8:00 - 1:05		
8:05 - 2:10		Linden Park	8:05 - 1:10		
8:10 - 2:15		Temple View	8:10 - 1:15		
8:20 - 2:25		Longfellow, Sunnyside, Westside	8:20 - 1:25		
8:30 - 3:40		Idaho Falls & Skyline High Schools	8:30 - 12:35		
8:35 - 3:35		Eagle Rock & Taylorview Middle Schools	8:35 - 12:40		
9:00 - 3:05		Boyes, Bush, Edgemont, Erickson, Hawthorne	9:00 - 2:05		
8:50 - 4:00		Compass Academy	9:00 - 1:05		
8:45 - 3:28		Emerson HS (DAY)	9:00 - 1:10		
		Emerson HS (NIGHT) Monday - Thursday 4:00 - 7:00 PM			
1st Trimester	Aug 27 - Nov 22	61 Days	First Day of School - August 27, 2024		
2nd Trimester	Dec 2 - Mar 7	57 Days	Last Day of School - May 30, 2025		
3rd Trimester	Mar 11 - May 30	53 Days			