PRINCIPAL'S MESSAGE

MOUNTAIN SKY JUNIOR HIGH TEAMS

Welcome to Mountain Sky! Here we believe in a middle school concept that provides a smaller school-within-a-school feel through academic teams, a daily advisory period for social skill development, and strong elective and exploratory tracks. All students and academic teachers form teams for both grade levels. Each team consists of groups of students taught by the same teachers for math, language arts, science and social studies. The goal of each team is to support student learning by increasing communication and planning integrated units. Teachers on each team meet weekly and can meet with parents. Our goal is to provide the best education during an age where they also face difficult social challenges. We look forward to working with you to continue developing our students into future leaders.

Our Vision

Mountain Sky School, a member of the Washington Elementary School District, is committed to achieving excellence for every child, every day, and every opportunity.

Our Mission

We believe an excellent middle-level education increases student achievement and is a purposeful process that challenges students according to their abilities, promotes ethics and life-long learning and teaches citizenship. Our highly qualified staff provides rigorous, engaging instruction daily in all subjects, including electives. Academic teams provide a small-school feel, improve communication and promote curricular integration, while building and practicing life and communication skills.

Our Values

SOAR like an Eagle. Eagles are:

Safe

Organized

Accountable

Respectful

COMMUNICATION

Two-way communication is essential for school success. Here are some examples of how we communicate:

- School Web site: http://mountainsky.wesdschools.org
- Facebook: https://www.facebook.com/mountainskyjh/
- Peachjar Flyer app
- ParentSquare text messages, emails and outdials
- ParentVUE – online grades open to parents
- Progress Reports and Report Cards
- School e-mails
- Parent/Student Handbook and Student Planner
- Parent/Teacher Conferences (formal and informal)
- Open House and other parent meeting nights
- School Marquee
- School-sponsored Events
- Mountain Sky Parent Teacher Organization
- Phone Calls
- Site Council Meetings and Minutes
- Parent Orientation
- Team Meetings/Conferences
- Parent/Community Forums

School/Parent Resources

16225 North 7th Avenue, Phoenix, AZ 85023

Principal /Asst. Principal 602-896-6100
Attendance 602-896-6121
Health Office 602-896-6110
District Office: 602-347-2600
School Hours: 9:00 a.m. to 4:00 p.m.;
Dismissal 2:30 p.m. on Early Release Wednesdays
Office Hours: 8:00 a.m. to 4:30 p.m.
Wednesdays: 8:00 a.m. to 3:30 p.m.

ATTENDANCE PROCEDURES

Mountain Sky Junior High conforms to guidelines as set forth by the Washington Elementary School District and the state of Arizona.

Arriving Before School

Students should not be dropped off at school earlier than 8:45 a.m. Students need to go directly to Homeroom/NEST for breakfast.

Arriving Late to School

Students arriving after the late bell must report to the Attendance Office presenting a note from home signed by a parent or guardian. The student will then receive an admit slip indicating excused or unexcused. After four unexcused tardies, students will issue discipline consequences.

Leaving School Early

1. Only a legal guardian can sign out a student through the front office. A picture ID will be required to release the student.
2. The student must report to the Attendance Office to meet his or her parent/guardian.
3. If any other person other than a legal guardian comes to pick up a student, they will not be allowed to do so without the expressed direction to the office by the legal guardian.
4. If a student returns to school after signing out, he or she must report to the Attendance Office to receive a pass to return to class.

Attendance/Truancy

To ensure students are successful and meet current state legislation, which requires all students to attend 90% of the school year, WESD has an Attendance Unit (AU). The AU will work in conjunction with the City Justice Courts to identify students who are chronically absent or are truant.

When a student reaches five total absences (excused, unexcused and/or unverified), families will receive an attendance notification letter. When a student reaches 10 **unverified, unexcused, and excused absences**, families will receive an attendance warning letter and a referral to the AU for appropriate actions (see District guidelines). To avoid this eventuality, there are several precautions to take: (*1) reinforce being on time and good attendance, (2) call the school each time a student will be late or absent, (3) present any medical documentation to the health technician and/or attendance clerk if illness will be a consistent, foreseeable issue.*

An attendance letter will be sent by the school to the families of students who are approaching or passing the midway point for unexcused absences, excused absences and tardies. Parent cooperation is of the utmost importance in assuring student success.

Class Tardy Procedures

Students who are not inside the classroom door at the conclusion of the last bell will be considered tardy. For each tardy, students will be tracked in our minor infraction sheet by each teacher. Once

a student has accumulated three tardies, they will be given detention. (This can be from one class or a combination). It will escalate with consequences every three, Admin detention, I.S.S.

Attendance for extracurricular participants

A. Participants must attend school for at least half a day to be eligible to participate in any extracurricular event.
B. An unexcused absence from practice or event could result in team suspension or dismissal.
C. Students suspended from school may not attend events, including sports, during the suspension.
D. Students must leave campus promptly at the end of practice and games with a parent/guardian. Two or more infractions of these rules may result in a team suspension or dismissal.

SAFETY

Health Office

It is imperative that parents update all phone numbers (cell, home and work) throughout the year for the health office to reach parents when there is an emergency.

All prescription and over-the-counter medication must be administered through the health office, except for EpiPens and inhalers. A Request for Giving Medication Form must be signed by a parent/guardian, and the physician ordering the medication prior to administering the medication. Additional forms are required for EpiPens and inhalers that are to be self-carried. These forms are available in the health office. Students who purposefully misuse or distribute medication to other students are subject to disciplinary action.

Bicycle Area

Bicycles may be stored and secured during the school day in the bicycle rack. This area is available until the tardy bell. Entrance to and exit from this area shall be through the bus bay gates. *Students are expected to walk their bikes while on the Mountain Sky campus/crosswalks.*

Student IDs/Bus Safety

All students will be issued an ID, which they must always wear on campus and on the bus. Students are only allowed to ride the bus to which they are assigned. Any requests for exceptions must be made in writing to the principal naming the student, the bus stop and reason. Requests will only be approved if the principal can confirm the parent has made the request and the new bus could accommodate the additional student.

Each student is issued one free ID, but if it is lost, the student will need to pay $2 to have it replaced. If a student forgets their ID, they can get a temporary ID for that day only from their NEST teacher.

Safety to and from school is of vital importance. Riding the bus is a privilege, not a right**.** If a student demonstrates behaviors that interfere with the safe transport of other students, they will be written a bus referral: consequences may range from a warning to suspension from bus-riding privileges.

When waiting for the bus, students are expected to demonstrate the following behaviors:

- Wait for the bus in the assigned area no more than five minutes prior to bus arrival, then line up safely to board the bus.
- Do not interfere with traffic or play in the street; do not walk onto community members' property (stay on sidewalks); behave in a safe manner.
- Treat others, including the driver, with respect.

Student behavior expectations when riding a school bus are as follows:

- Sit in assigned seat, facing forward.
- Remain seated until the bus driver arrives at your designated stop and opens the door.
- Talk quietly so the bus driver can focus on traffic and safety.
- Depart the bus in single file so all riders can get off the bus safely.

The following behaviors interfere with safety and can result in a bus referral:

- Changing seats while the bus is in transit.
- Standing (on the seats, in the aisle, etc.).
- Using inappropriate language.
- Touching others inappropriately; harassing/bullying others.
- Throwing items in or out of the bus.
- Placing arms or head outside the bus window.
- Changing buses or bus stops.

Technology Use

Technology is a part of everyday life, and Mountain Sky is dedicated to reinforcing positive digital citizenship and appropriate usage in a place of learning. Therefore, all technology is expected to be used for academic purposes only. All students are expected to adhere to the WESD and School Technology agreement

Personal Technology

Students may not use personal technology inside the school gates during the school day . All personal technology must be turned off and stowed away in student backpacks. If a student's personal technology is a distraction at any time in the classroom, students will receive a ticket and place the technology in a locked box at the teacher's station, The second time technology is a distraction in the classroom, the technology will be placed in the locked box and sent to the office to be picked up at the end of the day by a parent. *Following the second offense, students will be placed on a technology contract in which they check in their technology daily to the student service specialist and pick it up at the end of the day.*

If a student is using technology during passing time or at lunch, *any adult* can confiscate the technology and send it to the front office to be picked up at the end of the day. Urgent and emergency calls may be made from the office with permission from the office staff or administration.

DRESS CODE

See District pages of Parent/Student Handbook.

STUDENT BEHAVIOR

Core beliefs of discipline policy:

1. No student has the right to prevent or disrupt another student's rights to learn.
2. All students have the right to a safe and secure environment in which to learn.
3. The actions of one student will not be allowed to deprive other students of the benefit of outstanding programs.
4. The school discipline plan will promote the students' ability to become productive participants in society.

We believe students and parents must have a strong understanding of our procedures and behavioral expectations in order to prepare for a successful year. Accordingly, the faculty and administration encourage your awareness and participation with the school's Discipline Plan. Parents can help us maintain a safe and orderly environment in many ways. With your child, **review the Parent/Student Handbook** provided by the Washington Elementary School District; **pay special attention to the Discipline Guidelines** including the general Classroom Rules, Discipline Action Chart, Dress Code and the following ten-step discipline intervention plan.

Progressive Discipline Plan

In order to address the unique conditions that play a part in guiding the actions of individuals, and offering fair, appropriate consequences for student behaviors and actions, the following have been developed.

Three Step Progressive

Steps and Actions

Step 1. Team Assigned Consequence
Step 2. Teacher/Team Referral and consequence
Step 3. Administrative Referral

*Step 1 after three (3) minor infractions

*Step 2 after six (6) minor infractions

*Step 3 after nine (9) minor infractions

Above are the interventions, consequences or actions that may be taken by the teachers, student services center and administrators if a student continues to move through the discipline plan. Consequences for individual incidents will also have consequences listed under Definitions of Consequences and in the District portion of handbook.

Restroom Usage

Each student will be given an academic planner within the first week of school that contains a hall passport. Anytime a student leaves class for the restroom or for a drink, the hall passport must be signed by the teacher. Students must have their student ID when they leave the room. Students may not leave the classroom to use the restroom or get a drink during the first and last five minutes of class unless it is an emergency. This allows for teachers to take attendance.

STUDENT CENTER

Student Services Specialist

Mountain Sky's student services specialist offers students and parents assistance in a variety of ways: advisement on schedule changes, academic support, mediations, behavior modification, and advisement on home-interventions to support student success, after-school clubs and sports, and referral information for other school-related services.

Achievement Interventionist

Mountain Sky's Achievement Interventionist offers students and parents assistance in a variety of ways: mentoring, academic support, study skills, mindfulness strategies, and tracking student success.

Social Worker/Counselor

Mountain Sky's social worker/counselor is here to help students feel safe, supported, and ready to learn. They help students navigate social, emotional, and behavioral challenges, provide individual and group support, offer crisis intervention, assist with social/peer support and mediations, and collaborate with families, teachers, and outside agencies. The social worker/counselor is also available to provide community resources and information to families.

Bullying Prevention

Mountain Sky strives to create a positive, safe, supportive, and welcoming school environment for all students. Bullying is not tolerated in any form at Mountain Sky, including through digital media.

If a student is being bullied or knows of a bullying situation, he or she is asked to come to an adult to report the situation. The school social worker is available to receive information about bullying, support the victim, and refer the offenders to administration or authorities.

Mountain Sky school website has resources and links available for both students and parents, check out the Families tab for more information.

Items Not Allowed

Candy – Candy is allowed only in a quantity that can be consumed during the student's lunch period. *The sale of candy, gum or any item for profit by an individual is prohibited.*

Gum – There is a strict no-gum policy in all school areas. The policy and consequences will be posted in every classroom.

Scented lotion, cologne, or perfume – Due to allergies, these items are discouraged on campus and will be confiscated for parent pickup.

Beverages other than water **(energy drinks, soda, coffees, etc.) –** Only water is allowed in classrooms or other indoor areas. All other drinks will be thrown away before entering the buildings.

Lunch

If parents wish to bring their student lunch, please check into the office first. No deliveries will be accepted. *Only legal guardians are allowed to visit students or bring food for their student during lunch.*

After lunch service the, fields and library are usually open for student use.

Not following rules of lunchtime conduct will at a minimum result in the participation in the lunch cleanup crew.

ACADEMIC EXPECTATIONS AND REQUIREMENTS

Promotion Criteria

A student in the eighth grade must earn a minimum of a D (1.0) average in each of the classes (math, language arts, science, social studies and electives) in order to participate in promotion. Students who do not meet these standards may be required to attend summer school. For seventh graders, the above promotion criteria applies, as well as the possibility of having to repeat any academic subjects simultaneously with the eighth-grade curriculum.

Sports, Clubs and Activities

The mission of Mountain Sky is to develop positive peer interactions, problem-solving skills, and good sportsmanship through sports and clubs. Mountain Sky coaches and sponsors believe that students need to be challenged through healthy competition, ethical standards, and collaborative activities in preparation for lifelong learning.

Guidelines:

- Students will be given an equal opportunity to make a team/club/activity through an open tryout system.
- Coaches and sponsors will use skills, knowledge, and good sportsmanship characteristics as criteria for participant selection.
- Coaches/sponsors will communicate objective-based selection criteria during an organizational meeting prior to first tryout or application; evaluation will be oral and written.
- Coaches and sponsors will evaluate prospective athletes/members, through a variety of skill-based activities and work ethics.
- Coaches and sponsors will communicate tryout dates through written announcements, newsletters, PA intercom system and an official posting in the front office and the gymnasium.
- Coaches, sponsors, or advisors will submit a final participation list to the principal prior to the first contest or meeting for that team, club or activity.

There is a fee of $25 for participating in after-school activities.

Student Activities

Some clubs include . . .

Mountain Sky Honor Society	Student Council
Theater Club	Girl Boss Club
Chess Club	Dungeons and Dragons
Weight Room Club	Yearbook Club

Sports

Quarter 1 Sports	Quarter 2 Sports
Cross Country Girls Volleyball Girls Soccer	Boys Basketball Cheer
Quarter 3 Sports	**Quarter 4 Sports**
Girls Basketball Boys Soccer	Track and Field Girls Softball Boys Volleyball

Optional Fees and Expenses

Parents often inquire about fees charged for services or programs that go beyond the basic academic programs.

Below is a list of common fees:

Parent Activity Card	$10.00
ID Replacements	$2.00
Yearbook	$32.00
Breakfast	No cost
Pictures	cost varies, depending on package

Eligibility for Extracurricular Participants

Eligibility for competition will be determined by quarter report cards and midterm reports. An academic grade of "F" or conduct grade of "U" in any subject on a District report card or midterm report will make a student ineligible for competition until the next report period.

A student may regain eligibility status:

1). At the next reporting period (A District report card or District midterm report). This is defined as no "F" in any subject or "U" in conduct or effort. OR

2). After a minimum of two weeks from the onset of ineligibility, the athlete can prove the deficiency has been corrected. The athlete must present proof to the coach and athletic director.

Eligibility for After-school Activities

After-school activities such as sporting events, performances, organization meetings or functions, and school-sponsored events not aligned with a specific curriculum taking place during or after the academic portion of the day have the following criteria for attendance:

- Academic performance (no "Fs" or "Us" on prior midterm or grading period)
- Discipline – no repeated or serious discipline issues (demerits acquired)
- Attendance – no poor attendance (either excused or unexcused absences or tardies).

The privilege of attending after school activities may be revoked upon review of the administration. A student must be in attendance at school for at least half of the school day to attend extracurricular activity on the same day.

PARENT INVOLVEMENT

Mountain Sky Parent Teacher Organization

The Mountain Sky Parent Teacher Organization or PTO, functions as the primary parent group. This group provides many essential activities and events for Mountain Sky. If you are interested in working with this group, please contact the president of our PTO or the principal. Check the school Web site for meeting times.

Site Council

Site council is comprised of four parents, four teachers, one support staff, one community member and the principal. This council has responsibilities in the planning, development, and assessment of Mountain Sky's educational program. Site council meets monthly on the first Tuesday of each month at 5:30 p.m. in the library.

STUDENT HONORS/RECOGNITION

Mountain Sky has a tradition of high expectations accompanied by high standards for excellence. These standards are presented below:

Student of the Month S.O.A.R. Awards:

Weekly SOAR passes

When a student is seen doing something that matches a behavior listed in the S.O.A.R. acronym, they can receive a fly pass to enter the weekly drawing. At the end of the year, a drawing will be held for a student to receive a major prize.

Quarterly S.O.A.R. events

Each quarter Mountain Sky will sponsor a reward event for those who have academically excelled during the quarter, do not have discipline issues resulting in OSS or multiple ISS consequences, and have good attendance.

Mountain Sky Honor Society

Mountain Sky requires a 3.83 grade point average for two consecutive quarters to be eligible for consideration for membership in MSHS. A formal induction ceremony is held in early spring.

Principal's List

Students with a quarterly 4.0 grade point average.