FOLSOM MIDDLE SCHOOL

"Home of the Jaguars"

500 Blue Ravine Road
Folsom, CA 95630
Tel. (916) 294-9040
Fax (916) 294-9078
www.fcusd.org/fms

Name: _____

Advisory Teacher: _____

2026-2027

PARENT/STUDENT HANDBOOK

Jaguars Earn Their SPOTS

FOLSOM MIDDLE SCHOOL AUTOMATED TELEPHONE SYSTEM
916-294-9040

If you need assistance, please call our office during business hours and our office staff will assist you.

Office Hours: 8:00 a.m. – 4:00 p.m.

Semester 1:

Period	Course Title	Teacher	Room #
1			
2			
A			
3			
4			
5			
6			
7			

Semester 2:

Period	Course Title	Teacher	Room #
1			
2			
A			
3			
4			
5			
6			
7			

Bell Schedule

Monday/Tues/Wednesday/Friday

Period 0	7:53-8:45 a.m.
Warning Bell	8:45 a.m.
Period 1	8:50-9:40 a.m.
Period 2	9:45-10:35 a.m.
Advisory/FLEX	10:40-11:15 a.m.

6th A Lunch: 11:15 – 11:50	Period 3B: 11:20 – 12:10	Period 3C: 11:20 – 12:10
Period 4A: 11:55 – 12:45	**7th B Lunch: 12:10 – 12:45**	Period 4C: 12:15– 1:05
Period 5A: 12:50 – 1:40	Period 5B: 12:50 – 1:40	**8th C Lunch 1:05 – 1:40**

Period 6	1:45-2:35 p.m.
Period 7	2:40-3:30 p.m.

Thursday -- No Advisory/FLEX

Period 0	8:03-8:45 a.m.
Warning Bell	8:45 a.m.
Period 1	8:50 -9:35 a.m.
Period 2	9:40-10:22 a.m.

6th A Lunch: 10:22 – 10:57	Period 3B: 10:27 – 11:09	Period 3C: 10:27 – 11:09
Period 4A: 11:02 – 11:44	**7th B Lunch: 11:09 – 11:44**	Period 4C: 11:14 – 11:56
Period 5A: 11:49 – 12:31	Period 5B: 11:49-12:31	**8th C Lunch 11:56 – 12:31**

Period 6	12:36-1:18 p.m.
Period 7	1:23-2:05 p.m.

Minimum Day Schedule

Period 0	8:10-8:45 a.m.
Warning Bell	8:45 a.m.
Period 1	8:50-9:30 a.m.
Period 2	9:35-10:10 a.m.
Period 3	10:15-10:50 a.m.
Period 4/5	10:55-11:30 a.m.
Period 6	11:35-12:10 p.m.
Period 7	12:15-12:50 p.m.

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FMS INTRODUCTION

There is much to be proud of in being a student at Folsom Middle School. You attend the home of the Jaguars, a friendly middle school for sixth, seventh, and eighth grade students. The Jaguars have established a tradition of high academic standards and achievement and richness in extracurricular activities.

An educated person in the 21st century must be a critical thinker and problem solver: a person who is a life-long learner, and a responsible citizen. At the middle school level, we believe that the adolescent is in the process of growth and exploration. This is the time to instill an understanding of the important implications of education in our students' lives. Learners must understand and appreciate the value of a strong work ethic and responsibility, while experiencing the joy of learning. They must experience the outcomes of cooperative effort and relevancy to their daily lives and futures.

Kids learn best when the material is relevant, engaging, and fun. To this end, we will use a variety of instructional delivery strategies in the classroom and individualize instruction as much as possible. Cooperative and active learning will be the norm, with interdisciplinary teaming and a thematic approach to instruction being further developed.

SCHOOL MISSION

At Folsom Middle School we provide a safe environment where all students are able to learn and grow and are empowered to make responsible life choices.

VISION STATEMENT

Cultivating Life-long Learning for All Students

Folsom Cordova Unified School District
Nondiscrimination Statement

The Folsom Cordova Unified School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, gender, gender identity, gender expression, immigration status, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics. For questions or complaints, contact:

Jim Huber, Ed.D., Assistant Superintendent, Educational Services
Compliance Officer, Section 504 Coordinator, ADA Coordinator (students)
jhuber@fcusd.org
916-294-9000 x 104580

Shannon Diaz, Director of Compliance
Compliance Officer and Title IX Coordinator
sdiaz@fcusd.org
916-294-9000 x 104415

1965 Birkmont Drive
Rancho Cordova, CA 95742

The Folsom Cordova Unified School District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment.

Inquiries about Title IX may be referred to the Folsom Cordova Unified School District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. The District Title IX Coordinator is:

Shannon Diaz, Director of Compliance
Compliance Officer and Title IX Coordinator
sdiaz@fcusd.org
916-294-9000 x 104415
1965 Birkmont Drive
Rancho Cordova, CA 95742

The District nondiscrimination policy can be located at:
https://www.fcusd.org/district/about-us/nondiscrimination-statementpolicy

The District's nondiscrimination complaint procedures can be located at:
Students: https://www.fcusd.org/departments/compliance/complaints/uniform-complaints
Staff: https://www.fcusd.org/departments/compliance/complaints/nondiscrimination-in-employment

To report information about conduct that may constitute sex discrimination or sex-based harassment, or make a complaint of sex discrimination or sex-based harassment under Title IX, please refer to:
Students: https://www.fcusd.org/district/about-us/title-ix-notificationsexual-harassment
Staff: https://www.fcusd.org/departments/compliance/complaints/sexual-harrassment-title-ix

Your child may be attending a school receiving Title I federal funds through the Elementary and Secondary Education Act (ESEA). At the beginning of each school year, local educational agencies receiving Title I funds are required to notify parents whose student(s) attend a Title I school that they may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum:

1. *Whether the student's teacher:*

    - *Has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction*
    - *Is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and*
    - *Is teaching in the field of discipline of the certification of the teacher*

2. *Whether the child is provided services by paraprofessionals and, if so, their qualifications.*

If you would like this information, please contact Jason Javier-Watson, Ed.D. at (916) 294-9040.

STUDENT EXPECTATIONS

1. Arrive on time to school and classes.
2. Arrive with all necessary school materials.
3. Actively engage in the learning process.
4. Be kind and respectful to self and others.
5. Be responsible for keeping the campus clean.
6. Follow all school rules.
7. Do not bring gum or candy to school.
8. Electronic devices are to be off and put away during school hours

FMS is not responsible for lost or stolen property.

SPOTS EXPECTATIONS

S=BE SAFE
P=POSITIVE ATTITUDE
O=ON TASK
T=TAKES RESPONSIBILITY
S=SHOWS RESPECT

SCHOOL ROUTINES

Arrivals

Students arriving at school by private vehicle **MUST** be dropped off in the **EAST** parking lot. **Parents may access the east parking lot at the stop light. THE WEST LOT IS ONLY FOR BUSSES AND VEHICLES WITH FMS ISSUES PASSES. NO EXCEPTIONS.**

Bikes, skateboards, scooters, etc. must be walked on campus. These should be locked in the bike rack immediately upon arrival at school.

Students may not arrive on campus before 8:00 am, unless they are enrolled in Zero Period. School begins at 8:50 a.m. The first bell rings at 8:45 a.m. This is a warning bell. Students have five minutes to get to class. Students arriving after 8:50 a.m. must report to the office and check in before going to class. Students arriving after 9:20 a.m. without a parent's/guardian's excuse are considered tardy.

Bus Transportation

Riding the bus to school is a privilege, which may be revoked if policies and safety rules are not observed. Students must go directly to the buses as soon as they are dismissed from school. If you misbehave on the bus, you may be suspended from riding the bus for a period of time.

Office Telephone Use

The telephone in the office is for students to use to call parents only. It is not for general use. Students are requested to be courteous and to limit their phone calls to two or three minutes.

Messages and Deliveries

Due to the volume of requests and multiple classroom interruptions, the office staff will not accept or deliver nonessential personal messages or items such as balloons, food items, flowers, etc. Parents are encouraged to let students assume responsibility for remembering lunches, school items, homework, etc. Balloons, flowers, stuffed animals, etc., intended to signify a special event, will not be allowed on campus during school hours. These will NOT be delivered to students. **Students are not allowed to order food or items for delivery to school at any time. Parents/caregivers wishing to deliver food to their student may only deliver food for their student (no group pizza, cakes, cupcakes, etc.). All deliveries must be delivered to the main office.**

ACADEMIC POLICIES

PROCESS FOR RESOLVING SCHOOL ISSUES

The Folsom Middle School process is a defined four-step progressive process.

Step 1: Contact the teacher directly (by phone, email or letter).
Step 2: Contact your student's counselor.
Step 3: Contact the appropriate Assistant Principal per first letter of the student's last name.
Step 4: If you have completed the previous three steps, and your problem/issue still needs to be addressed, please contact the Principal.

Parents are apprised of their student's progress in the following ways:

- Report cards will be posted on PowerSchool
- All teachers will upgrade PowerSchool grades in a timely manner.
- Deficiency Notices will be posted on PowerSchool during at the end of each academic quarter. Deficiency notices are given for any grade of D or lower.

PROMOTION POLICY

For your child to participate in the end of the year Celebration - your child must meet all of the following criteria:

- Attendance
  - 90% attendance: 18 days of unexcused absences
  - Independent Study Program - 80%
- Discipline
  - No major Ed Code violations in the second semester
  - All discipline consequences must be served
- Grades
  - Demonstrate minimum proficiency in ELA and Math (Earn passing grades in both math and English with an overall average of "D" or higher.)
  - 9/12 semester grades are passing in a six period day over two semesters
  - Passing is defined as all grades above an F

Option of a promotion contract will be available to sites

Failure to meet this criteria makes your child ineligible to participate in the Celebration. *The Celebration is*

defined as: all end-of-the-year 8th grade activities (field trips, dances, etc.) and the ceremony where your child receives their certificate of middle school completion in an organized procession at the end of the year.

Students who do not meet the eligibility requirements to participate in the Celebration will still advance to the 9th grade and receive their certificate unless retention is recommended.

At the end of each semester, counselors will review grades and determine if any students are at risk of failure and parents and students will be notified of the student's status for promotion. Summer school may be an option if offered by the district. **Parents and students are encouraged to stay current with assignments and grades. Contact the teacher directly if there are concerns.**

END OF YEAR ACTIVITIES

End of the Year Activities are opportunities to celebrate student achievements and accomplishments. These activities may include the end of the year trip, dances, and ceremonies. In order for students to participate in these activities, the following criteria must be met.

Students may not have:

- Five (5) or more REFERRALs (Office Discipline Referrals);
- Two (2) or more class suspensions in the fourth quarter
- No Administrative suspensions in the fourth quarter.

**School Administration reserves the right to determine student eligibility for end of year activities.

ACADEMIC HONESTY

Per FCUSD Board Policy 5131.9, Folsom Middle School believes that academic honesty and personal integrity are fundamental components of a student's education and character development. It is expected that students will not cheat, lie, plagiarize*, or commit other acts of academic dishonesty. This includes the sharing of information for others to cheat, lie, or plagiarize.

Minimum consequences for academic dishonesty, prescribed by our Student Conduct Code, include a failing grade on the assignment and parent notification. Maximum consequences may include a five-day (5) suspension, failing grade in the course, probation contract, and administrative transfer.

HOMEWORK POLICY

Per FCUSD Board Policy 6154, the Governing Board and the faculty and staff of Folsom Middle School, recognize that meaningful homework assignments can be a valuable extension of student learning time and assist students in developing good study habits. Homework shall be assigned when necessary to support classroom lessons, enable students to complete unfinished assignments, or review and apply academic content for better understanding. It is expected that the number, frequency, and degree of difficulty of homework assignments will increase with the grade level and the maturity of students.
Homework will be assigned with the following intent:

PRACTICE

To improve speed or accuracy; to internalize skill or meaning;

MAKE CONNECTIONS

To prepare students for new content or to have them draw on connections between prior experience and the new learning

ELABORATE ON OR EXTEND
The student might conduct research, compare and contrast topics, construct an argument, or prepare a visual/graphic learning organizer or representation of the skill or concept.

Parental involvement in homework should be limited to facilitating homework. Given that parents know their children best, we encourage our parents to dialogue with their child's teacher with questions regarding homework.

MAKE UP ASSIGNMENTS
Students returning to school after excused absences are entitled to make up missed assignments for full credit within a reasonable amount of time. The normal time allowance is **two** days or a reasonable amount of time for each day of absence. It is the student's responsibility to arrange for make-up work and complete homework. **Homework as well as classroom assignments are available to families by visiting Google Classroom located on our school website.**

LIBRARY
The library is available for all students that have a pass. We have a printer available for student use. The library provides students with common core supported materials, online databases, and books to check out. Please visit the FMS Library website for more information, including library and textbook policies.

ATHLETIC POLICIES

ACTIVITY AND ATHLETIC TEAM PARTICIPATION ELIGIBILITY
See FCUSD Student Athlete Handbook for complete athletic participation requirements:
https://www.fcusd.org/educational-services-student-services/athletics/student-athlete-handbook

1. All students must receive a "C" (2.0) grade point average in the previous grading period in order to remain eligible for activities or athletics.
2. The use or possession of drugs and/or alcohol will result in an automatic suspension from a team for the remainder of the season. Conduct deemed as detrimental to the team may result in dismissal from the team. Examples include but are not limited to harassment, insubordination, and poor attendance. The final determination of the athlete/student's status will be made during a formal hearing that will be convened by the Principal or Principal Designee and the Athletic Director.
3. Related to off campus suspension, no student may participate in athletics or attend an athletic event or activity for the duration of an off campus suspension.
4. Any athlete that is dismissed or quits a team will be deemed ineligible until the current sport/season is over, unless otherwise determined by the Athletic Director and head coach.
5. Any student absent from school for three (3) or more periods of the day of the event will not participate in the event that day.
6. Students that are on a P.E. medical release and unable to participate in P.E. will not be eligible to participate in an athletic event until they provide a release from a doctor.

ATHLETIC TEAM SELECTION PROCESS
We use a tryout procedure for all sports requiring a selection process. Each selection cycle lasts a minimum of two (2) days and consists of a coach observing and assessing each athlete's level of competence in a variety of skills associated with the given sport. After these initial two (2) days, the team is either selected or cut to a smaller number. Those athletes who make the first cut are observed for one or more additional days until the final team is selected.

Coaches are deemed responsible for selecting the final team members.

Each athlete is expected to be present for both of the initial two (2) days of tryouts (prior to any cuts). If an athlete is only available for one of the two days, the coach will make a decision based on his or her assessment of the athlete's skill level as observed and assessed on the one day of participation in the tryouts.

Athletes who are absent from tryouts both of these first two days will generally be ineligible for the team. In situations in which the cause of the absence is unavoidable and non-discretionary (i.e., out of state due to a death in the family), the athlete may, in writing, request consideration for an alternate time of observation and assessment. The coach, athletic director and principal would need to agree that the circumstances surrounding the athlete's absence warrant special consideration.

ATTENDANCE POLICY

The State of California utilizes a positive attendance accounting system. We recognize that students who miss 10% or more of the school year are at risk of being a year or more behind their peers academically. Attendance is critical for student success. **Any student absent nine or more days will be considered a chronic absentee.** We respectfully request that you schedule appointments (medical or dental) at the beginning or end of the day whenever possible, and have students attend classes the other part of the day to keep current on assignments.

All absences must be cleared by a parent or guardian either by phone or written message. Absences that are not cleared within three days are considered truancies. **Please call (916) 294-9040 to clear all absences.**

Late to Class

A student is considered late (tardy) if not in the designated area when the bell rings. The district sends automated notifications home to families to notify them of lates and absences. Habitual lates will results in detentions and possibly Saturday School. The school may conduct random tardy sweeps throughout the school year. Students caught in the sweep will be assigned an after-school detention.

A student's citizenship mark may be affected by the number of lates he/she receives during the semester. Be mindful of each teacher's individual late policy.

Tardies and Truancy

California Education Code 48260 states that a student missing more than 30 minutes of instruction without an excuse three times during the school year must be classified as a truant and reported to the proper school authority. Parents receive a letter of notification at 3, 6, and 9 days of truancy per California Education Code. A student found to be truant may be assigned Saturday School, or the equivalent, on the first offense. Additional truancies may result in appearing before a SARB committee. Truancies may be cited by the Folsom Police Department under the Folsom Truancy Ordinance. Students receiving the second letter of truancy notification (A tardy is an unexcused absence of at least 30 minutes) during the year will be required to attend a **School Attendance Review Team (SART)** meeting, along with their parent/guardian, and may be placed on an attendance contract. Additionally, student privileges to attend the end of the year field trip for their class may be revoked. Students who continue to accumulate tardies during the year (habitual truancy) will be referred to the district's **School Attendance Review Board (SARB)**. (California Education Code 48320)

Class-Cut

A class-cut is an unauthorized absence from class **for any length of time.** Cutting school or a class may result in a Saturday School being assigned.

ATTENDANCE PROCEDURES

Per FCUSD Board Policy 5113, and California Education Code sections 48205 and 46014, a student's absence shall be excused for the following reasons: personal illness, quarantine under the direction of the county or city health officer, medical, dental, optometry, or chiropractic appointments, or attendance at funeral services for a member of the immediate family. Upon **advance written request** by the parent/guardian **and the approval of the principal or designee**, "justifiable personal reasons" (coded "JPS") including but not limited to: appearance in court, attendance at a funeral service (excused absence in this instance shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state), observation of a holiday or ceremony of his/her religion, attendance at religious retreats not to exceed four hours per semester, participation in religious instruction or exercises in accordance with district policy (in such instances, the student shall attend at least the minimum school day and shall be excused for this purpose on no more than four days per school month). All other absences for which a parent/guardian seeks to have his or child "excused" (coded PPA) will require **a written request in advance by the parent/guardian and the approval of the principal or designee**.

We understand that many families need to make arrangements months in advance for their vacations and other family obligations. Please review the instructional calendar when planning for vacations and other events that may cause your child to miss school. The 2026-2027 school year calendar is available at **http://www.fcusd.org/fms** and on the district website (www.fcusd.org).

EARLY DISMISSAL:

- Parent may call the school or send a note (note is preferred) with the student, stating student's name, date of early dismissal, and reason.
- Student shall take the note **to the office before school begins** and will be given an early dismissal slip.
- The slip should be signed by the parent and returned to the school office upon student return to school or the following school day.
- Avoid removing students from school during their P.E. class or lunch hour.

Parent must pick student up from office when there is an early dismissal.

Students arriving late, from an appointment or due to a tardy, must check in with the front office before going to class.

INDEPENDENT STUDY

If you know in advance your student will be absent for three (3) or more school days, please call your child's counselor or the school's attendance clerk to obtain a Short Term Independent Study Contract. Please provide the office with a **minimum of ten (10) day notice (school days) prior to requesting a short term independent study**. The time away must be a minimum of three (3) school days with a maximum of fifteen (15). Both parent and student must come in to the office to sign the Independent Study contract, which will then go to the principal for approval. The student is required to complete the work provided in its entirety and return their packet to the office before school on the day they return or **the contract will be null and void**.

Upon the return of the signed contract, the counselor or clerk will arrange to have work collected from teachers and ready for pick up on the last day of the student's attendance prior to the absence. Due to an emergency or illness, independent study may be used on a short-term basis (an absence no fewer than three [3] days and not to exceed fifteen [15] days) to ensure that the student is able to maintain academic progress in their regular classes.

STUDENT TRANSFERS

Students transferring out of Folsom Middle School are to obtain a "Transfer Clearance Slip" from the office **before** school starts on **their last day of attendance.** A written note from the parent/guardian should be sent with the student requesting the transfer. It is most helpful if the note indicates the student's new address and school.

The transfer clearance slip is taken to each teacher for a withdrawal grade and the teacher's signature. At the end of the day, all textbooks are to be turned in to the librarian. The clearance slip is then returned to the Office for a final signature. A copy of the clearance slip will be given to the student to be presented to the new school administration office.

CELL PHONES/CAMERA PHONES

POSSESSION AND USE OF CELL PHONES AND OTHER MOBILE COMMUNICATION DEVICES
FCUSD Board Policy 5131.8

Students in grades 6-8th may use their cell phones, smart watches, and other mobile communication devices on campus before first bell and after the last bell. *BP 5131.8*

All mobile communication devices must be powered off and placed out of sight during the school day. Cell phone violations will result in an office referral.

Any use of an electronic device that exploits personal information, disrupts the educational process, invades personal privacy, creates a safety risk, or compromises the integrity of educational programs is strictly prohibited. Students may not use their cell phone in the locker room under any circumstance. Earbuds or headphones are not allowed at any time while on campus without permission.

Cell phone violations are as follows:

1st violation, student will be given a warning.

2nd violation, student will be assigned a lunch detention and be required to meet with administration with parent contact. Phone will need to be locked in cell phone locker in the office until the end of the day.

3rd violation, student will be assigned two days lunch or after school detention, with parent contact. Phone will need to be locked in cell phone locker in the office until the end of the day.

4th violation, student will be assigned a Friday after school detention with parent contact. Phone will need to be locked in cell phone locker in the office until the parent picks the phone up from office.

5th violation, student will attend a Saturday School and may be required to check–in their phone to the front office daily to have it locked in the cell phone locker.

The school takes no responsibility for the loss or damage of such devices.

CAMERAS AND CAMERA PHONES

Cameras or phones with camera features may not be used by students to take photographs or video while on campus without prior permission granted by the administration. Students participating in Yearbook **may** take photographs of other students ***only*** with prior permission from the administration or adviser.

TECHNOLOGY USE

COMPUTER AND INTERNET USE

Folsom Middle School is continually striving to incorporate the latest technology within our classes. Students receive a chrome book when enrolling in Folsom Middle School. With this investment in technology and the need to keep our computer systems in excellent condition, it is important that we establish and maintain the highest level or respect for this equipment.

All STUDENTS SHALL ABIDE BY THE FOLLOWING TECHNOLOGY RULES:

- Use the Folsom Middle computer facilities for educational purposes only and remain on task assigned by the teacher.
- Utilize the hardware and software in an ethical manner. This implies respect for the security and privacy of students, teachers, and computer systems, and prohibits illegally gaining access to the network, hardware or software.
- Send to the printer only those assignments requested by the teacher.
- Do not take or copy any copyrighted and/or patented software, or part thereof, and acknowledge that it is illegal to do so.
- Do not copy another person's program or part thereof.
- Do not bring any disks/flash drives into the class without prior approval from the teacher, in addition to not installing any program or software, shareware program included, on the computer system including loading or creating computer viruses, in addition to installing games on the computer or using the computer for game playing.
- Accept personal responsibility for reporting any misuse of the computer, equipment, or network to the teacher.
- Have neither food nor drinks in the classroom.
- Abide by the District's Internet Use Policy while using the Internet. Sites visited may be monitored by the district.
- Avoid using Electronic Mail to transmit threatening, obscene, or harassing materials. Folsom Middle School reserves the right to maintain the Electronic Mail on all campus computers, which may include monitoring messages.
- Not disrupting any of the Folsom Middle School networks as a whole or any equipment or system forming part of its systems, or any services provided over, or in connection with, any of the Folsom Middle School networks.
- Download only those files approved by the instructor and move them to personal disks or personal directory as soon as possible. Purging of files may be required by the teacher.
- Students must remain on the FCUSD network while using school issued computers or chrome books.

Folsom Middle is connected to the Internet through several locations on campus. All students must abide by the Internet Use Policy (FCUSD #6118.01) as signed and agreed to during the registration process. In return for providing this access, students agree that school rules apply for behavior and communication and include, but are not limited to:

· Using polite and appropriate language in messages
· Maintaining security for their own or anyone else's personal address, phone number, or

password
- Recognizing that e-mail is not guaranteed to be private
- Using the network in ways that do not disrupt network use for other users
- Not harming or destroying data or software of another user (altering, moving, deleting, tampering, viruses, etc.)
- Not taking or copying data from a computer system or network unless authorized to do so.
- Not accessing the email of others.

Any violations of the above provisions may result in school disciplinary action including the revoking of computer access, and possible appropriate legal action.

CLUBS, RECOGNITION, AND ACTIVITIES

(Students must maintain a 2.0 grade point average to participate in extracurricular activities.)

STUDENT OF THE MONTH:

These awards are given by classroom teachers and staff members to recognize students for citizenship, academic improvement or for special contributions to Folsom Middle School.

SEMESTER AWARDS:

Superior achievement in academics and behavior is recognized each semester.

8th GRADE AWARDS:

Students who have earned a cumulative Grade Point Average (GPA) of 3.75 to 4.0 since 7th grade.

STUDENT LEADERSHIP

The Student Leadership class is organized to govern student affairs. The members of the Student Leadership Council are elected by the student body to represent student views. The Student Leadership handles all student body finances and directs all student activities with the assistance of its advisor.

YEARBOOK:

Selected students may contribute to producing the Folsom Middle School yearbook by participating in the class.

W.E.B (Where Everyone Belongs):

W.E.B. Helpers are selected through a process that begins with application and staff recommendation. These students provide assistance to other students in terms of listening, being buddies to new students, helping students solve problems, and directing students to other available resources.

MATH CLUB:

Students participate in math competitions against other middle schools and learn math while playing math games in this club.

HISTORY DAY:

Students conduct an historical research project on a topic they are personally interested and present their project at the District competition. Most of the research is done on the student's own time at home, at the library and beyond with guidance from our site History Day coach. History Day typically starts in the fall with

topic selection and source gathering and culminates in March at Sacramento County History Day. Students may advance to the State finals in April and to Nationals in June.

**Folsom Middle School has more club offerings. Please look for information on CLUB RUSH which occurs in September.

FMS DISCIPLINE PLAN

School Wide Expectations:
SPOTS
S=SAFE
P=POSITIVE ATTITUDE
O=ON TASK
T=TAKES RESPONSIBILITY
S=SHOWS RESPECT

Although each incident will be evaluated and the administrator will determine appropriate discipline, the following will serve as a guide. California Education Code 48900(p) states that a student may be suspended or expelled for acts enumerated below and related to school activity or attendance that occur at any time, including but not limited to:
While on school grounds;
While going to or from school;
During lunch time;
During or while going to or from any school sponsored activity.

FCUSD Student Conduct Code

Folsom Middle School utilizes a progressive approach to discipline in an effort to enforce expectations and build character in our students. In addition to the responses below, Administration may also coordinate *restorative practices* with students to foster character development and repair peer relationships. These practices may include, but are not limited to, conflict mediation, community service, reflection sheets, mini-lessons, counselling or administrator meetings, Student Study Team Meeting, or mentorship program.

This policy will cover misconduct in five basic categories I. Suspension/Expulsion II. School-wide behavior (citations) III. Classroom Behavior (Due Process) IV. Attendance (Truancies, Class cuts) V. Miscellaneous (Dress code, Field Trip Policy, Activity Field Policy, Saturday School, In-house Suspension, Outside Suspension)

I. Suspensions/Expulsion Suspension Students may be suspended from school for violation of school or district rules or if they present a danger to the health or safety of others or a threat to disrupt school programs. Before being suspended, students have the opportunity to give their version of the incident to school authorities. A suspension lasts from 1 to 5 days. During suspension, a student may not participate in regular school classes or activities, including graduation. Also, while serving a suspension a student may not be on a school campus or in the close proximity of a school campus during school hours or during a school sponsored event. A suspended student and his or her parent/guardian have the right to appeal a suspension by contacting the school principal. Students who accumulate 10 days of suspension will be subjected to a disciplinary, due process hearing, and may be referred to an alternative school placement.
Expulsion means a student may not attend any Folsom Cordova Unified School District school or school activity. The principal recommends expulsions for very serious offenses, such as possession of a weapon or dangerous object, causing physical injury to another person, sale of a controlled substance, robbery, extortion, sexual assault or battery. If a student violates any of these policies, he/she is suspended for 5 days and is required to attend an administrative hearing. The Board of Education makes the final decision to expel a student.

Causes for Suspension
A student may be suspended or expelled for acts which are enumerated below, and are related to school activity or attendance which occur anytime, including but not limited to - while on school grounds, while going to and from school, during the lunch period, whether on or off campus; and during, or while going to or coming from a school sponsored activity.

A-1. Caused, attempted to cause, or threatened to cause physical injury to another person.

A-2. Willfully used force or violence, on a student, staff member, or adult, except in self defense. B. Possessed, sold, or furnished any firearm*, knife, explosive, bomb or other dangerous object. C. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance*, as defined in Section 11053 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind. D. Unlawfully offered, arranged, or negotiated to sell any controlled substance, as defined in Chapter 2, Section 11053, of Division 10, of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material, and represented the liquid, substance or material as a controlled substance, alcoholic beverage, or intoxicant.

E. Committed or attempted to commit robbery, defined as the taking of property in possession of another, from his person or immediate presence, and against his will, accompanied by means of force or fear. Extortion, defined as the obtaining of property from another, without his consent, accompanied by means of force or fear.

F. Caused or attempted to cause damage (vandalism) to school property, student property, or employee property.

G. Stole or attempted to steal school property, student property, or employee property. 26

H. Possessed or used tobacco or any products containing tobacco or nicotine products, including, but not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.

I. Committed an obscene act or engaged in habitual profanity and vulgarity.

J. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

K. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties including but not limited to racial slurs, violation of closed campus, falsification/forgery of parent notification/ verification, or defiant/disruptive behavior. Engaged in any activity, behavior, or display which, when evaluated individually and/or cumulatively and collectively, denotes group affiliation that threatens a safe and orderly environment, or which is likely to cause a disruption of school activities.

L. Knowingly received stolen school property, student property, or employee property.

M. Possessed an imitation firearm (a replica of a firearm that is as substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.

N. Committed or attempted to commit a sexual assault, as defined in Section 261, 266 (c), 286, 288, 288 (a), or 289 of the Penal Code or committed sexual battery as defined in Section 243.4 of the Penal Code.

O. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that student from being a witness or retaliating against that student for being a witness, or both.

P. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma (date rape drug).

Q. Engaged in, or attempted to engage in, hazing as defined in EC 32050.

R. A pupil may not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal, or occurring within any other school District. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following: • While on school grounds. • While going to or coming from school. • During the lunch period whether on or off the campus. • During, or while going to or coming from, a school sponsored activity.

S. A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury on another person may suffer suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed or aided/abetted in a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).9

As used in this section, “school property” includes, but is not limited to, electronic files and databases. 48900.2 Committed sexual harassment, as defined in EC, Article 4, Section 212.5. 48900.3 Caused, attempted to cause, threatened to cause, or participated in an act of hate violence, as defined in subdivision (e) of EC, subdivision, Section 233. 48900.4 Students enrolled in grades 4-12 who intentionally engaged in harassment, threats, or intimidation, directed against a student or group of students, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of Materially disrupting class work, creating substantial disorder, and invading the rights of that student or group of students by creating an intimidating or hostile

educational environment. 48900.7 Threatened to carry out an act of terrorism against school officials or school property, or both. An act of terrorism as defined as any statement, written or oral, by a person who willfully threatens to commit a crime that will result in death or bodily injury to another person, or property damage. *Requires a police report. Legal References: EC 48900.2, 48900.3, and 48900.4

II. School Wide Behavior

Office Referrals may be issued by any member of the staff or faculty for inappropriate behavior both inside and outside of the classroom for students not meeting schoolwide behavioral expectations. The consequences of REFERRALs may include:
REFERRAL #1 – Warning/Detention
REFERRAL #2 – Detention/Saturday School
REFERRAL #3 – In School Suspension/Parent Conference
REFERRAL #4 – Off site Suspension

* Depending on severity of infraction some of the referral steps above may be bypassed at administration's discretion.

***** Attendance restrictions will be imposed on students for dances, socials, field trips when a student has served multiple citations May include loss of year-end class activity

DRESS CODE

To maintain a respectful and distraction-free learning environment, all students are expected to follow Sutter Middle School's dress code. Teachers, campus monitors, administrators, and other staff prefer to focus on supporting student learning—not enforcing dress code violations. Please review and follow the guidelines below to ensure your attire meets school expectations.

Students MUST wear:

- Clothing that protects and covers private body parts.
- Top (shirt, blouse, sweater, sweatshirt, tank, etc.) ○ Straps on undergarments worn underneath other clothing are not a violation.
- Bottom (pants, shorts, skirt, dress, etc.) that completely covers the buttocks
- Footwear must be worn.
  This policy permits additional student attire requirements when necessary to ensure safety in certain academic settings (e.g., physical activity, science or CTE courses). Additionally, this policy allows for reasonable variation in required student attire for participation in activities such as swimming.

Students MAY NOT wear:

- Clothing that is sexually explicit, contains threats, or that promotes illegal or violent conduct such as the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia.
- Visible underwear or bathing suits of similar design.
- Clothing that demonstrates hate group association/affiliation and/or uses hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or other protected groups.
- Sheer or see-through clothing that reveals private parts.
- Clothing or accessories that intentionally conceal a student's identity, such as a face mask are not permitted, except for approved medical or religious purposes. Teachers may ask students to adjust or

remove headwear during assessments, for identification purposes, or to address issues related to headphones or earbuds

Enforcement

- Staff will use reasonable efforts to avoid addressing violations in front of other students.
- Staff will make every effort to avoid loss of instructional time when addressing dress code violations.
- For data collection purposes, dress code violations will be recorded in the Student Information System.
- Depending on the severity of the first violation, a student may be simply warned not to wear the item to school in the future.
- When there is a question of whether a student's dress is appropriate for the learning environment, the principal or designee will have the authority to make a final determination.

Consequences

- First Offense: Office Referral, change or correct clothing, parent/guardian notification
- Second Offense: Office referral, Change clothing, parent/guardian notification, detention assigned
- Third Offense: Office referral, Parent/Guardian conference with student and administration, further consequences will be determined by administration

DANCE ATTENDANCE

Dances are extracurricular activities and a privilege to attend. Suspensions, in-house or outside, or discipline problems may result in a dance/activity restriction as determined by the administration. Students must attend school on the day of the dance in order to be eligible to attend. Any exceptions must be pre-approved by an administrator.

FIELD BEHAVIOR (before school and lunch time)

The activity field is supervised at all times during the school day when students are on it. The school has established activity field rules to safeguard each student. Flagrant abuse of the rules may necessitate a student being excluded from the privilege of the activity field at times other than during Physical Education. In order to safeguard against injury to property or person, the following rules apply:

Tackle football or other tackle games are prohibited
Touch football or soccer must be played on a grass surface
Use of the activity field when wet or raining is prohibited
Throwing any equipment toward groups or individual students is prohibited

The following play equipment **MAY** be brought from home: Football, Basketball, Soccer ball, Tennis balls.

III. CLASSROOM DUE PROCESS

Teachers will implement a school-wide Classroom Due Process Policy to address classroom behavior.
Step 1 – Warning, Parent Contact
Step 2 – Warning, Parent Contact (phone or email)
Step 3 – Teacher Assigned Consequence, Parent Contact, Referral
Step 4 – Parent Contact, REFERRAL, Class Suspension
Step 5 – Parent Contact, REFERRAL, Class Suspension, Parent Conference
Step 6 – Parent Contact by ADMIN, REFERRAL, School Suspension
Note: Some behaviors are more severe, and warrant skipping steps and may have more severe consequences.

Level 1: Minor Disruptions: Includes off-task behavior, talking out, minor disruptions, or being out of seat.
Level 2: Repeated Behaviors: Includes repeated disruptions, defiance, inappropriate language, tardies, or failure to follow directions.
Level 3: Major Misconduct: Includes bullying, harassment, threats, fighting, theft, vandalism, or repeated defiance.
Level 4: Severe Misconduct: Includes weapons, drugs, assault, sexual harassment, or serious threats.

- Immediate suspension and district disciplinary action
- Possible recommendation for expulsion

Classroom Suspensions
California Education Code section 48901. (a) allows a teacher to suspend any pupil from that teacher's class, for any of the acts enumerated in Section 48900, for the day of the incident and the day following. Suspension shall be imposed only when other means of correction fail to bring about proper conduct. However, a pupil may be suspended upon a first offense if that pupil's presence causes a danger to persons or property or threatens to disrupt the instructional process. (CEC 48900.5) Each teacher's classroom discipline process prior to a referral to administration (except situations described in the prior paragraph) will include:

1. Warning with parent contact (By phone or email)
2. Teacher intervention/consequence with parent contact (by phone)
3. Class suspension with phone contact.

Any pupil, who is suspended for ten (10) days, in-house, outside, or a combination of both, will be placed on a behavior contract, and a parent conference will occur. At this time, referral to alternative programs within the district may be recommended. All extra-curricular privileges (athletics, dances, clubs, etc.) will be suspended during the period of the contract, and the violation of the contract will result in administrative referral to alternative programs within the district.

INTERVENTIONS

DETENTIONS Administration may assign after school detention. Detentions are held Thursdays from 2:15-3:00pm. Students are to report to the main office and then to the Restorative Room for detention.

SATURDAY SCHOOL
Saturday school may be assigned for student discipline, truancy or for excessive tardies. Saturday school will be available approximately once per month, and will run from 8:00 a.m. to 12:00 p.m. Any student arriving after 8:05 a.m., must be checked in by a parent, and no student will be admitted after 8:15 a.m. Any student assigned to Saturday school who fails to serve it, will be assigned an in-house suspension. Students attending Saturday school are responsible to bring materials to read or study and must follow all other school rules during the Saturday school.

IN-SCHOOL SUSPENSION
Students assigned an in-house suspension will report to the front office immediately upon arriving at school. Class work will be collected for students in in-house suspension, but it is the responsibility of the student to be prepared with additional material to read or study. Any non-productive, disruptive student will be provided with behavior packets to complete. Any disruptive student will, after one warning, be removed from the suspension room and **suspended off campus**.

OFF SITE SUSPENSION

Off campus suspension will be assigned for repeated or serious infractions of school or classroom rules for 1-5 days. Although it is not our intention to suspend students from school, it is our intention to provide an opportunity for all students to learn in a safe environment.

QUESTIONING BY OUTSIDE AGENCY

A law enforcement agent, upon request and with appropriate identification, has the authority and right to question students while at school. Folsom Middle School will attempt to contact parents and inform them of the questioning.

SEARCHES

Pursuant to California Law and to ensure the health, safety and welfare of students, school authorities and law enforcement officers may conduct searches. PE lockers and backpacks may be searched at any time. If a student leaves campus without permission, they are subject to search.

HEALTH POLICIES

SCHOOL NURSE/HEALTH ASSISTANT

The school nurse is available on a part time basis for students with medical emergencies and problems arising during school hours. A health assistant is available daily from 10am-2pm. Students are to obtain a pass from their teacher before visiting the health office located in the main office.

ILLNESS

Students who become ill or injured at school will be sent to the office, their parents will be notified, and arrangements made for the child to go home if necessary. If a student feels they cannot go back to class due to feeling ill they are allowed to call home to a parent or emergency contact. **Students should call home from the health office, not from their personal phones during/ between class periods.** Students who vomit more than once, and who have a fever greater than 100.4 without medication are asked to go home. For any illness beyond a cold or flu, please provide a doctor's note stating that the student is not contagious and it is safe for him/her to return to school. All students will have an emergency card on file listing the name of the preferred physician, location and telephone number of parents and a friend or relative to be reached in case of an emergency. Please notify the school immediately if there is a change of address, phone number, etc.

INJURIES

If a student sustains an injury where a physician feels the student needs to modify or be excused from PE, please have the physician fill out the PE accommodation form (located on the FMS website) and turn it into the front office. A copy of the letter will be sent to the student's PE teacher. Should a student need to use the elevator related to an injury, please request a note from his/her physician describing how long the student's mobility will be restricted. Only students with an elevator pass will be allowed to ride the elevator.

POST-CONCUSSION RETURN TO SCHOOL: Any injury where a concussion is suspected should be evaluated by a healthcare professional. After a concussion is diagnosed, if the health care professional feels that the child is well enough to attend school, and participate in educational activities he/she should write a return-to-school letter. A physician may make recommendations to help a student in the school environment after a concussion; however, it is important to keep in mind if a student cannot fully participate in educational activities, only reasonable accommodation can be provided. (Extra time for test/ in-class assignments, take breaks, notes, etc.). If a physician feels the student's brain injury will impede the student's ability to learn long term, please contact your school nurse about a medical 504 plan.

MEDICAL INDEPENDENT STUDY**:** Medical Independent Study (MIS) and Home Hospital Instruction (HHI) are limited programs available to students who are temporarily disabled by a serious injury or illness which results in absence from school for more than six consecutive weeks or are unable to attend their home school full time. All required forms are available to parents at the student's home school or on the Folsom Cordova Unified School District Health Services Medical Independent Study Forms website.

MEDICATION

Per FCUSD Board Policy 5141.21, All medication must be supplied by the student's parent or guardian. The school will not supply over-the-counter or prescription medication. This includes all prescription and over the counter medication including but not limited to: non-aspirin type pain relievers, cough drops, antacids, creams, and ointments. **Students are not allowed to have medication in their possession at any time with the exception of students diagnosed with moderate/severe asthma or anaphylaxis. Students may carry their personal inhaler or epi-pen only if there is a written statement from the child's physician indicating that it is necessary for the student to carry medication on his/her person.** If a student is found to have medication without the proper forms, medication will be sent to the office and parents will be notified.

Medication can be given to a student during the school day only if it is absolutely necessary to maintain that student in school. Daily, morning medications should be given at home prior to the student coming to school. The health assistant is available daily from 10am-2pm. and can address first aid issues, as well as administer prescription and over-the-counter medication during that time. Only FDA approved medications can be administered during school hours.

The school nurse or other designated school personnel will administer the medication to a student provided that the school office has received the following:

- A district medication consent form signed by the doctor (physician) and parent for
- prescription medication. (form available through Health Program Dept.)
- A district medication consent form signed by the parent/guardian for over-the counter-
- medication. (form available through Health Program Dept.)
- The medication is sent to school in the original over-the-counter or pharmacy prescription container. The medication bottle may not be expired
- Medications shall be brought to the school office by a parent/guardian or designated adult.
- All medications shall be held in the school office, in a secure location, in the original container labeled with the student's name.
- Parents need to be in regular communication with the office when their children are on daily medication, or at any time they are concerned, even if the medication is not given during the school hours. Please inform the school if your child is taking a medication that may affect his/her behavior.
- Parents are responsible to pick up any remaining medications at the end of the school year, or the left-over medications will be discarded. Students over the age of 12 may pick up over-the-counter medications on the last day of school

DIABETES MANAGEMENT: All students with type-1 diabetes need to turn in a DMMP form that indicates how they will receive insulin during the school day, and if the students can test/ administer medication independently. Students are encouraged to keep duplicate supplies in the health office in case of emergencies, specifically glucagon, ketone strips, testing supplies, and carbohydrate snacks. An individual health plan can address how a student can check/ address their blood sugar while in class. Parents and students are required to monitor CGM readings throughout the day if the physician indicates the student is independent. At this time,

the school nurse is not able to monitor individual CGMs. If a parent or the school nurse feels the child cannot safely manage their diabetes while at school, arrangements will be made to supervise the student during medication administration.

NO MEDICATION CAN BE GIVEN WITHOUT ADHERENCE TO THE ABOVE PROCEDURES (Ed. Code 11753.1).

CONFIDENTIALITY/ MANDATED REPORTING

Students have rights to privacy with regards to the confidential nature of a student's health condition (after age 12), sexual reproduction (any age), and sexual health care appointments (any age). Parents may request a student's school health record under FERPA law; however, if a student wishes to keep information confidential, information can remain private unless the following situations occur : There is disclosure or evidence of physical, sexual or serious emotional abuse or neglect, suicide is threatened or attempted, there is disclosure or evidence of serious self-harm (including drug or alcohol misuse that may be life-threatening), a threat or action of harming another person, and if the student gives permission to share information with a trusted adult.

SEXUAL HEALTH/ FAMILY LIFE PRESENTATION

Every year FCUSD schools offer a unit of Family life education (Positive Prevention) to students in 7th grade. Family Life is taught by school district teachers and school nurses in middle school as part of the California Healthy Youth Act. Under state law, students may be excused from participating in comprehensive sexual health education when the instruction conflicts with religious training and beliefs or personal moral conviction. A request for your child to be excused must be submitted to the school in writing prior to the lesson.

School Health Screening Mandates

California Department of Education requires the following screenings for all students:

Vision Screenings	Hearing Screenings
Kindergarten	Kindergarten
Grade 2	Grade 2
Grade 5	Grade 5
Grade 8	Grade 8
	Grade 10

A parent may opt-out a student from the screening if they provide, in writing, a letter to the school principal in advance of the mass-screening date. The letter must be submitted annually to the Principal of each school. It is recommended that students who were prescribed glasses wear their glasses while in class.

OTHER SCHOOL POLICIES & PROCEDURES

HALL PASSES

Students are not permitted outside the classroom during class periods unless they are accompanied by a teacher or have a hall pass in their possession. **Folsom Middle School uses a digital program called 5 Star** to track hall passes. In some cases a paper hall pass may issued and must be approved by school staff. **If you need to see a teacher at lunch, you must get a pass from that teacher prior to your appointment.**

VISITING THE SCHOOL

Adult visitors are welcome and encouraged to visit Folsom Middle School. **All adult visitors** must request in writing all classroom visitations. Once approved by the Principal, all visitors will sign in with the front office prior to visiting. As a professional courtesy to our teachers, office staff will notify your child's teachers that you

will be visiting. Please make any request to observe your student 24 hours prior to visiting. The campus is CLOSED to all student visitors from other schools unless due to an approved activity.

CLOSED CAMPUS

Once the students are on campus in the morning, they may not leave the campus property for any reason unless they sign out in the office and have an early dismissal slip. Closed campus violation will result in Saturday School being assigned and students are subject to being searched.

FIELD TRIP MAKE UPS

Students with a planned school-related event will request class work in advance, if available. The completed work will be due for these students at the same time as it is due for others in their class(es). No additional time for completion will be given except by special arrangement with the teacher. Any work due during the trip, performance, etc., will be turned in before the trip unless otherwise authorized by the teacher.

SCHOOL INSURANCE

The Folsom Cordova Unified School District does NOT carry dental or medical insurance for students injured on school premises, while under school jurisdiction, or while participating in school district activities. Parents are responsible for medical and dental bills if your child gets hurt during school activities.

While the District takes appropriate measures to protect your child from injury, accidents can and do occur - even in safe environments. The District provides information on voluntary student insurance coverage plans available for purchase through *Student Insurance*, an independent insurance company (Ed Code 49472).

Insurance coverage may be arranged by parents/guardians through individual policies, group insurance or through a voluntary insurance program of the *Student Insurance Agency*. The *Student Insurance Agency* policy covers accidental injuries sustained by a student traveling to and from school and while participating in regular school activities including athletics. Please visit our district's website for more details.

TELEPHONES

The office telephone, as well as telephones in the classrooms, is for the use of the staff only. The counter telephone in the office is available for students to call parents. **Students may only use the telephone with a pass from a teacher or during their lunch break**. It is only in the case of an emergency that the office will accept calls for students, and send a message to the student via a T.A.

DANCE/ACTIVITY GUIDELINES

Folsom Middle School dances are for Folsom Middle School students only. **All school rules**, **including dress code**, **apply at school dances.** Students must attend school the day of the dance/activity in order to be eligible to participate. Any exceptions must be pre-approved by an administrator. **No tickets will be sold after lunch hour on the day of the dance**. Students must arrive at dances no later than 30 minutes after the start of the dance. Students will be released at the end of the dance. Students leaving before the close of the dance must be signed out by a parent. Students will act as responsible young adults. If a student's behavior is inappropriate, his/her parents will be contacted, and the student will be removed from the dance. In an effort to provide guidelines for acceptable behavior and an appropriate atmosphere for our young people at school dances, ***all school rules and expectations will be enforced.***

BICYCLE AND SCOOTER USE EXPECTATIONS

Bicycles and scooters are permitted on campus only when used as a transportation device to and from school. Please note the following important factors:

- The privilege of bike/scooter riding is permitted as long as the rider exercises reasonable safety and obeys all traffic laws
- E-scooters are not permitted at middle schools as they require a student to be 16 and possess a driver's license
- E-motos are considered motorcycles by law and are not permitted at middle schools.
- E-motos must have all equipment making it street legal, be registered with the DMV, and the rider must possess a motorcycle license
- Only California law-compliant e-bikes and e-scooters are permitted on campus; illegal e-bikes and e-scooters may not be brought onto campus or stored in bike cages.
- Provisions are made to safeguard bikes and scooters, but the school assumes no responsibility if a bicycle or scooter is damaged or stolen. Students are expected to keep their bicycle or scooter locked at all times.
- Teachers and school staff have the authority to confiscate a bicycle or scooter, and the school principal/designee has the authority to not allow students to ride their bicycle or scooter to school for a specified period.

Repeated violations will mean students cannot ride their bicycle or scooter to school. The following rules are designed with student safety in mind, and documented violations can be cause for the loss of riding privileges:

- Students riding bicycles/scooters must wear bicycle helmets.
- Obey all traffic laws. Ride defensively, on the right side of the road, and watch out for all traffic and people.
- Riders are prohibited by law from using their phone or wearing headphones while riding
- When arriving at or leaving the school, cross only at intersections with crosswalks.
- Upon arrival on school grounds, dismount and walk your bike/scooter directly to the bike racks.
- Never ride your bike/scooter on the sidewalks at school or in the parking lot.
- Each bike/scooter must have its own lock and chain. Do not lock bikes or scooters together. All bikes/scooters are to be locked to the bike rack, in a slot. Do not lock bikes or scooters on the ends of the rack.
- Bicycles/scooters are not allowed in the classroom.
- To ensure the security of all students' property, we do not allow students to congregate in and around the bike racks.

- Students are to follow the bike path and are not allowed to ride their bikes in the parking lots or across campus.
- Skateboards and roller blades are not allowed at school.
- FCUSD is not responsible for loss or theft of personal property

TAGGING/VANDALISM

Folsom Middle School prohibits tagging (graffiti) on any items including, but not limited to: notebooks, books, binders, clothing, homework, desks, classrooms, bathrooms, walls, and lockers. Vandalism is a suspendable offense and will be handled through school discipline policy as well as referral to local law enforcement.

CARE OF THE BUILDING

We take pride in our school buildings and school grounds outside and do everything that we can do to keep them clean and attractive. Students are expected to pick up all paper and litter from the classroom and hallway floors at the end of each period. We expect students to be responsible citizens and pick up paper and rubbish. Students marking on or damaging school equipment or property in any way will be required to clean the article and pay for the damage done. The law specifically holds parents and students responsible for damage to school property or materials loaned to students.

BULLYING / HARASSMENT

In accordance to Board Policy 5131.2, the Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel. Cyberbullying includes the transmission of harassing communications, including offensive, hostile or obscene language, direct threats, intimidation, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with the district's procedures outlined in the Student Conduct Code.

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

Any student who engages in bullying on school premises, or off campus in a manner that causes, or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations.

“Bullying” is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose (as defined by www.stopbullying.gov) We are dedicated to do all we can to stop this type of misbehavior whether it is based on gender, sexual orientation, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability. Since this usually happens when adults are not present, it is important for students to inform their teachers or school personnel when this happens. The administration will handle harassment complaints firmly, quickly, and with the utmost confidentiality in order to protect students.

Sexual harassment, in any form, may result in expulsion (removal from the schools of this district). All students should understand that sexual harassment can mean anything from teasing and name calling to gender-related comments - either male or female. Any student who engages in sexual harassment of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action. For students in grades 4 through 12, disciplinary action may include suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) shall be taken into account. (BP 5145.7)

It is especially important that students help stop this and other types of misbehavior by reporting such incidents to an adult immediately. We need your cooperation and help in making this a safe, orderly, and friendly school for all students. If you see any type of harassment, let your teachers or the administration know about it. You may also report any incidents quickly and anonymously on the “Report Bullying” Form on the District FCUSD.org website.

ITEMS NOT ALLOWED IN SCHOOL

Articles that interfere in any way with school procedures, disrupt instruction, or become hazards to the safety of others are not allowed. Such items include, but are not limited to:

- laser pointers
- personal game devices
- lighters
- vape pens
- weapons

If brought to school and used inappropriately, they may be confiscated with consequences.

CAFETERIA/LUNCH TIME PROCEDURES

Students should WALK to the cafeteria. Students are expected to wait in line and not cut in front of other students for any reason. Backpacks are to be stored under the table and may not be left in the aisles. Before leaving a table, we expect all students to take care of their trash appropriately. This means trash to be cleared away and placed in trash receptacles.

Students are not allowed to order food or items for delivery to school at any time. Parents/caregivers wishing to deliver food to their students can only deliver food for their student (no group pizza, cakes, cupcakes, etc. All deliveries must be delivered to the main office.

All students must stay within the boundaries of the field, blacktop and quad areas, all running and ball games must be played on the large fields and blacktop.

STUDENT ASSISTANCE

Parents are expected to contact teachers individually first if they have a concern. Conferences with individual teachers can be scheduled before or after school or during prep time by making an appointment with the teacher directly.

COUNSELING Guidance services are available for every student in the school. These services include help with academic performance, class selection, interpretation of test scores, career and occupational information, group guidance, study organization, help with home, school and/or social concerns or any question the student may feel he/she would like to discuss with the counselor. If you need to talk to your counselor, ask your teacher for a pass to the office to fill out a visitation request. The counselor will call students when they are available. Your child's counselor can be reached via email at any time from the school website under "Administrative Staff."

BIRTHDAY OBSERVANCES Balloons, flowers, stuffed animals, food, etc., intended to signify a special event, are not allowed on campus during school hours. Such items are a distraction to the educational process. Delivery of such items will not be permitted.

Google Classroom will provide information about assignments and activities for individual classes.

Power School is an online information system for students and parents. Families will receive an access code to set up an account where they may view attendance reports, school and class calendars, grades, homework and much more for their students.

FMS WEBSITE
http://www.fcusd.org/fms
Stay updated with school events, access the Student Handbook, contact information, newsletters, daily bulletins, and school calendar. Visiting this website regularly is an *easy* way to stay connected from home or work with all areas of Folsom Middle School.