

**LAKELAND MIDDLE  
SCHOOL STUDENT  
HANDBOOK**



**HOME OF THE HAWKS**

**LAKELAND MIDDLE SCHOOL**  
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TBD, Principal Assistant  
Meghann McAlister, Counselor  
Erin Saxe, Counselor  
Deon Goodwin, Athletic Director  
TBD, Registrar  
Jenel Vasquez, Bookkeeper

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Jake Massey, Interim Superintendent  
Rebekah Davis, Exec. Asst. to the Superintendent.  
Jessica Grantham, Chief Finance & Operations Officer, Treasurer  
Kelsie Badger, Director of Special Services/Federal Programs  
Chad Parsons, Instructional Technology Director  
Brook Cunningham, Human Resources Director  
Olivia Jones, Human Resources Assistant  
Morgan Speer, Payroll  
Judy Gerstenberger, Head School Nurse

# **LMS 2026–2027 Bell Schedule**

## **8th Grade**

1st Period (Advisory) 7:45–8:10  
2nd Period 8:13–9:02  
3rd Period 9:05–9:54  
4th Period 9:57–10:46  
5th Period 10:49–11:38  
6th Period 11:41–12:30  
LUNCH 12:33–1:03  
7th Period 1:06–1:56

## **7th Grade**

1st Period (Advisory) 7:45–8:10  
2nd Period 8:13–9:02  
3rd Period 9:05–9:54  
4th Period 9:57–10:46  
5th Period 10:49–11:38  
LUNCH 11:41–12:11  
6th Period 12:14–1:03  
7th Period 1:06–1:56

## **6th Grade**

1st Period (Advisory) 7:45–8:10  
2nd Period 8:13–9:02  
3rd Period 9:05–9:54  
4th Period 9:57–10:46  
LUNCH 10:49–11:19  
5th Period 11:22–12:11  
6th Period 12:14–1:03  
7th Period 1:06–1:56

## **LMS Staff's Collective Purpose**

*Partnering with Students, Families, and Community to create a safe, supportive environment that fosters student growth both academically and personally.*

## **26/27 School Calendar**

## **What Is PBIS?**

Positive Behavior Intervention & Supports is a school program that:  
Creates clear school-wide expectations for all students. PBIS promotes positive behavior due to intentional efforts by staff to teach and positively reinforce students to meet our SOAR expectations.

| <b>HAWKS</b><br> | <b>S</b><br>Safe                                                                                                          | <b>O</b><br>On-task                                                                                                                | <b>A</b><br>Accountable                                                                                                      | <b>R</b><br>Respectful                                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Hallways</b>                                                                                     | <ul style="list-style-type: none"><li>* Walk and talk</li><li>* Stay on the right</li><li>* Safe hands and feet</li></ul> | <ul style="list-style-type: none"><li>* Walk with a purpose</li></ul>                                                              | <ul style="list-style-type: none"><li>* Arrive at your destination on time</li><li>* Voice level 1</li></ul>                 | <ul style="list-style-type: none"><li>* Follow directions</li><li>* Keep it classy-appropriate language</li><li>* Voice level 1</li></ul>                                            |
| <b>Classrooms</b>                                                                                   | <ul style="list-style-type: none"><li>* Follow directions</li><li>* Safe hands, and feet</li></ul>                        | <ul style="list-style-type: none"><li>* Engage, participate and follow directions</li><li>* Use technology appropriately</li></ul> | <ul style="list-style-type: none"><li>* Arrive with all necessary materials</li><li>* Turn in quality work on time</li></ul> | <ul style="list-style-type: none"><li>* Be respectful of all property and technology</li><li>* Respect others right to learn</li><li>* Keep it classy-appropriate language</li></ul> |

|                                |                                                                                                                                                                                                                  |                                                                                                                                                                                       |                                                                                                                                        |                                                                                                                                                                                                     |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bathrooms</b>               | <ul style="list-style-type: none"> <li>* Use for intended purpose</li> <li>* Keep water and soap in sink</li> <li>* Safe hands, and feet</li> </ul>                                                              | <ul style="list-style-type: none"> <li>* Go, wash, return in a timely manner</li> </ul>                                                                                               | <ul style="list-style-type: none"> <li>*Report problems to classroom teacher</li> </ul>                                                | <ul style="list-style-type: none"> <li>* Maintain privacy for self and others</li> <li>* Keep restrooms clean</li> <li>* Respect property</li> <li>* Keep it classy-appropriate language</li> </ul> |
| <b>Cafeteria</b>               | <ul style="list-style-type: none"> <li>* Walk</li> <li>* Safe hands, and feet</li> <li>* Stay in line</li> </ul>                                                                                                 | <ul style="list-style-type: none"> <li>* Eat</li> <li>* Stay seated until given permission</li> </ul>                                                                                 | <ul style="list-style-type: none"> <li>* Clean up your area when finished</li> <li>* Stay seated until given permission</li> </ul>     | <ul style="list-style-type: none"> <li>* Keep cafeteria clean</li> <li>* Be respectful of all property</li> <li>* Keep it classy-appropriate language</li> <li>* Voice level 1</li> </ul>           |
| <b>Assemblies</b>              | <ul style="list-style-type: none"> <li>* Walk</li> <li>* Safe hands, and feet</li> <li>* Stay seated</li> </ul>                                                                                                  | <ul style="list-style-type: none"> <li>*Follow staff direction</li> <li>*Stay with your group</li> </ul>                                                                              | <ul style="list-style-type: none"> <li>*Be attentive</li> </ul>                                                                        | <ul style="list-style-type: none"> <li>* Give speaker your undivided attention</li> <li>* Show appropriate response following the performance</li> </ul>                                            |
| <b>Arrival &amp; Dismissal</b> | <ul style="list-style-type: none"> <li>* Walk your body, bike, Scooter and Skateboard on campus</li> <li>* Safe hands, and feet</li> <li>*Use designated crosswalk</li> <li>*Be aware of surroundings</li> </ul> | <ul style="list-style-type: none"> <li>* Arrive in a timely manner</li> <li>*Go directly to breakfast upon arrival</li> <li>* Leave in a timely manner (5 mins after bell)</li> </ul> | <ul style="list-style-type: none"> <li>* Bus riders load and unload at LMS</li> <li>*Stay on campus after being dropped off</li> </ul> | <ul style="list-style-type: none"> <li>* Treat others with respect</li> <li>* Keep it classy-appropriate language</li> <li>*Respect School Campus</li> </ul>                                        |

|                     |                                  |                                                 |                                       |                                                                                    |
|---------------------|----------------------------------|-------------------------------------------------|---------------------------------------|------------------------------------------------------------------------------------|
| <b>Outside Time</b> | <b>* Safe hands, and feet</b>    | <b>*Hear whistle walk on sidewalks re-enter</b> | <b>*Technology stays in classroom</b> | <b>*Enter building at voice level 1</b>                                            |
|                     | <b>*Be aware of surroundings</b> | <b>*Stay visible in designated area</b>         | <b>*Food remains in the lunchroom</b> | <b>*Respect school campus</b><br><br><b>* Keep it classy- appropriate language</b> |

## Cell Phone and Wireless Headphones

- Cell Phones
  - No phones - turned off and **put in backpack** from 7:45am-1:56pm
- Headphones
  - No wireless headphones
  - No headphones in the hallway
  - Teacher discretion regarding wired headphone usage in the classroom
- The 1st offense will result in the cell phone being held at the office until the end of the day.
- The 2nd offense will result in the cell phone being held at the office until the end of the day and lunch detention.
- ANY subsequent offense(s) will result in parent/guardian pick up and contact to discuss reasonable consequences and possible resolutions.

## Food and Drink

- Food
  - Classroom Teacher discretion given.
  - Allergy safe space respected.
- School Breakfast
  - Doors will be opened at 7:30.
  - Breakfast is to be finished in the cafeteria.
- Drinks
  - No Energy Drinks
  - Non-spillable container.
  - No cans

## **Hats and Hoods**

- **No Hoods** allowed in the building.
- Hats allowed as long as they are not a disruption/distraction to the learning environment.
- Hats may not cover ears.

## **Tardies**

**Tardy definition: Not in the classroom when the bell rings. Tardies are cumulative per period per semester.**

- 3rd tardy = written warning sent to the student
- 4th tardy = 1 lunch detention
- 5th tardy = 2 lunch detentions
- 6th tardy = after school detention
- 7th tardy = A parent meeting to develop a plan moving forward

## **ATTENDANCE**

**Secondary Attendance Policy Regular school attendance is critical to the learning process. Students shall be in attendance at least 90% of the time the subject is being taught.**

**Make-up Work:** A student will be given two (2) days, from the day they return to school, following any absence, to complete and turn in all missed work. In the event of an unexpected prolonged absence, additional days may be given to complete and turn in all missed work. Assignments or tests that were announced prior to the student's absence are due on the day the student returns to school. Exceptions may be granted by teachers when there are extenuating circumstances.

### **Types of Absences**

- Excused Absence (EA) is an absence from school with the knowledge and approval of the student's parent(s)/guardian(s)/custodian(s). Written, oral, or electronic communication from parents is expected by 9:30 a.m. on the day of the absence.
- Unexcused Absence (UA) is an absence from school that has not been verified via written, oral, or electronic communication from a parent(s)/guardian(s)/custodian(s). Absences left unverified

over 48 hours may be considered truant.

**Absence reasons that ARE NOT counted toward the 90% rule:**

- In-school Absence (IA) is an absence that occurs within the school day where a student is pulled from class. Examples include extended visits to the office, nurse, or when a student is at a school-approved meeting (i.e. student body, college meetings, etc.).
- Activity Absence (AA) is an absence that occurs for attending school-sponsored programs and classes will be missed.
- Suspended Absence (SA) is an absence due to in-school or out-of-school suspension or an absence from class due to behavior.
- Medical Absence (MA) is an absence due to medical reasons that is confirmed with documentation by professional personnel. Documentation shall be provided within 7 school days of when the student returns to school. (Examples include medical doctors, dentists, psychologists, etc.). In the event a student is sent home by the school nurse, this code shall apply only for the day the student was sent home.
- Bereavement (BR) is an absence due to a death in the family.
- Prearranged Absence (PA) is an absence that occurs when a student knows in advance that they will be absent for two (2) or more days and fills out the proper form through the attendance office. This may include athletic/club activities, travel (not school-related), vacations, college visit(s), or surgery.
- School Excused (SC) is an absence that occurs for college visitations, or extenuating circumstances that have been approved by the administration. Three (3) or more college visits need to be approved by the administration prior to the absence.
- Court Appearance (CA) is an absence that occurs for students having legal obligations, which includes a stay in juvenile detention.
- Disability Related (DA) is an absence based on a disability identified within an Individualized Education Plan, a 504 Plan, or a health accommodation plan requiring or necessitating an absence.
- Self-Directed Learner (SD) is an absence for a student who has been approved to be identified as a self-directed learner pursuant to Policy 2470.

**All other absences will count against the 90% rule. Any student with less than 90% attendance shall complete an attendance petition (Policy 3050P) for their credits.**