GRAY PILOT
STUDENT HANDBOOK

GRAY
MIDDLE SCHOOL

LETTER FROM THE PRINCIPAL

Dear Gray Middle School Students and Families,

Welcome to a new and exciting school year at Gray Middle School! Whether you are returning or joining us for the first time, we are so glad you are here and a part of the Pilot family. This year holds so many opportunities for you to grow, challenge yourself, and make memories that will last a lifetime.

We are a team here at Gray, and a part of my administration team is Assistant Principal, Mr. Acevedo. Mr. Acevedo joined us for his first year as a Gray Pilot in 2025, prior to this he was the Dean of Students at Mount Tahoma High School. He brings with him a strong passion for student success, a heart for building community, and years of experience in education. Both Mr. Acevedo and I are eager to get to know each of you and support you in reaching your goals both in and out of the classroom.

At Gray Middle School, we believe in creating a safe, respectful, and inclusive environment where every student can shine. Our staff is committed to helping you become confident learners, kind and respectful classmates, and responsible leaders.

I encourage you to take pride in your school, get involved in activities, and always strive to do your best. Remember, middle school is a time for learning, not just about academics, but also about yourself – what inspires you, how you treat others, and the kind of person you want to be.

Here is to a fantastic year ahead, let's make it a GRAY-T one together! Go Pilots!

Sincerely,

Dr. Stout
Principal
Gray Middle School

GRAY
MIDDLE SCHOOL

TPS Student Calendar

Tacoma Public Schools
2026-27 School Year Student Calendar

1st – 4th Non-school days
7th Labor Day
8th Non-school day
9th First student day
14th Kindergarten start date
16th Late starts begin

16 student days

SEPTEMBER 26

S	M	T	W	Th	F	S
		N	N	N	N	5
6	H	N	SS	10	11	12
13	KS	15	LS	17	18	19
20	21	22	LS	24	25	26
27	28	29	LS			

OCTOBER 26

S	M	T	W	Th	F	S
				1	2	3
4	5	6	LS	8	9	10
11	N	13	LS	15	16	17
18	19	*20	LS	E	E	24
25	26	27	LS	29	30	31

12th Waiver Day (no school)
20th Elementary conferences *Early release grades K-5
21st Late-start school day, no early release
22nd – 23rd All grades conferences Early release grades K-12

21 student days

11th Veterans' Day
25th – 27th Thanksgiving break

17 student days

NOVEMBER 26

S	M	T	W	Th	F	S
1	2	3	LS	5	6	7
8	9	10	H	12	13	14
15	16	17	LS	19	20	21
22	23	24	H	H	H	28
29	30					

DECEMBER 26

S	M	T	W	Th	F	S
		1	LS	3	4	5
6	7	8	LS	10	11	12
13	14	15	LS	17	18	19
20	N	N	N	N	H	26
27	N	N	N	N		

Dec 21 – Jan 1 Winter break/ no school

14 student days

1st New Year's Day
4th School resumes
18th Martin Luther King Jr. Day

19 student days

JANUARY 27

S	M	T	W	Th	F	S
					H	2
3	4	5	LS	7	8	9
10	11	12	LS	14	15	16
17	H	19	LS	21	22	23
24	25	26	LS	28	29	30
31						

FEBRUARY 27

S	M	T	W	Th	F	S
	N	2	LS	4	5	6
7	8	9	LS	11	S	13
14	H	N	LS	18	19	20
21	22	23	LS	25	26	27
28						

1st Semester break/no school
2nd Second semester begins
12th Snow make-up day
15th Presidents' Day
16th Waiver day (no school)

16 student days

11th – 12th All grades conferences Early release for all students

23 student days

MARCH 27

S	M	T	W	Th	F	S
	1	2	LS	4	5	6
7	8	9	LS	E	E	13
14	15	16	LS	18	19	20
21	22	23	LS	25	26	27
28	29	30	LS			

APRIL 27

S	M	T	W	Th	F	S
				1	2	3
4	N	N	N	N	N	10
11	12	13	LS	15	16	17
18	19	20	LS	22	23	24
25	26	27	LS	29	30	

5th – 9th Spring break

17 student days

28th Snow make-up day
31st Memorial Day

19 student days

MAY 27

S	M	T	W	Th	F	S
						1
2	3	4	LS	6	7	8
9	10	11	LS	13	14	15
16	17	18	LS	20	21	22
23	24	25	LS	27	S	29
30	H					

JUNE 27

S	M	T	W	Th	F	S
		1	LS	3	4	5
6	7	8	LS	10	11	12
13	14	15	LS	17	H	19
20	21	22	E	S	S	26
27	28	29	30			

18th Juneteenth, observed
23rd Last day of school/ early release
24th, 25th Snow make-up days, if needed

16 student days

N = Non-School Day **H** = Holiday (no school) **SS** = School Starts **KS** = Kindergarten Start Date
LS = Late Start Day **E** = Early Release **S** = Snow Make-Up Day

GRAY MIDDLE SCHOOL

Bell Schedule

Monday, Tuesday, Thursday, Friday

Bell Rings	7:36	(4 min.)
1st Period	7:40-8:55	(75 min.)
2nd Period	8:59-9:50	(51 min.)
3rd Period	9:54-10:45	(51 min.)
1st Lunch	**10:49-11:19**	**(30 min.)**
4th Period	11:23-12:19	(56 min)
4th Period	10:49-11:15	(26 min)
2nd Lunch	**11:19-11:49**	**(30 min.)**
4th Period	11:53-12:19	(26 min.)
4th Period	10:49-11:45	(54 min.)
3rd Lunch	**11:49-12:19**	**(30 min.)**
5th Period	12:23-1:14	(51 min.)
6th Period	1:18-2:10	(52 min.)

Wednesday

Bell Rings	8:36	(4 min.)
1st Period	8:40-9:26	(46 min.)
2nd Period	9:30-10:16	(46 min.)
3rd Period	10:20-11:06	(46 min.)
1st Lunch	**11:10-11:40**	**(30 min.)**
4th Period	11:44-12:30	(46 min)
4th Period	11:10-11:31	(21 min)
2nd Lunch	**11:35-12:05**	**(30 min.)**
4th Period	12:09-12:30	(21 min.)
4th Period	11:10-11:56	(46 min.)
3rd Lunch	**12:00-12:30**	**(30 min.)**
5th Period	12:34-1:20	(46 min.)
6th Period	1:24-2:10	(46 min.)

GRAY MIDDLE SCHOOL

Gray Middle School Expectations

Gray Pilots are safe, kind, respectful, and responsible learners.

Gray Middle School cultivates thoughtful students who think critically, act compassionately, and collaborate effectively to thrive in a dynamic, interconnected world. Gray Pilots are college bound and career ready.

CLASSROOM EXPECTATIONS

- Be in your seat when the bell rings.
- Respect other's rights to the full class time of uninterrupted learning.
- Bring all your supplies every day (laptop, charger, books, pencil, notebook, etc.).
- Always follow teacher's learning routine.
- Always be academically engaged.

PARENT/GUARDIAN EXPECTATIONS

- Review the Gray Handbook with students to ensure that expectations are known.
- Ensure your students arrive at school on time daily, as attendance at school is one of the biggest factors that affects student growth.
- Check ParentVUE daily to monitor student grades, assignments, and academic progress.
- Attend family engagement events and show shared pride for your student's school! Go Pilots!

CLASSROOM CONSEQUENCES

If any of the classroom expectations above are not upheld, the following consequences may be assigned.

1. Redirection
2. Lunch Detention
3. Discipline at the classroom door
4. After-school detention
5. Short-term suspension or emergency expulsion

GRAY MIDDLE SCHOOL

10/10 RULE

This rule is to help enforce the classroom expectations listed above. It allows teachers to take accurate attendance, set classroom expectations, and allow learning to begin without interruptions. **The 10/10 rule is:**

- No student may leave the classroom within the FIRST 10 minutes of the class period. This includes but is not limited to the restroom, counselor, nurse, another classroom, drinking fountain, etc.
- No student may leave the classroom within the LAST 10 minutes of the class period. This includes but is not limited to the restroom, counselor, nurse, another classroom, drinking fountain, etc.

If there is an emergency, please let the teacher know and they will handle the situation accordingly. If you bypass the teacher before class starts by seeing the nurse, counselor, another teacher, bathroom, etc., you will be marked tardy to class. You must always check in with your teacher first.

HALL PASSES

Students must have a hall pass signed by a staff member in order to be in the hallways for any reason. Students who arrive late to school will have a tardy pass from the Attendance Office. Students that are tardy to class are required to have a pass to enter the classroom.

Main Office Services

MAIN OFFICE

The Main Office Staff is made up of various people here to support the building needs. Any questions, comments or concerns can be brough to the Main Office.

The Gray Middle School Main Office is open from 7:30 a.m. – 2:30 p.m. Services provided by the Main Office include:

- Visitor sign-in
    - Please be prepared to show ID/district badge
- Payment of fines of textbooks, sports uniforms, etc.
- All purchases OR you can use MySchoolBucks
- Lost & found of small items (i.e., glasses, keys, wallets, etc.)

The office is open from 7:30 a.m. – 2:30 p.m. for all purchases, fees and fines. Gray Middle School accepts debit/credit cards, cash, or checks made out to Gray Middle School.

Starting August 2026, payments made with credit/debit cards will have a processing fee automatically added to the transaction.

Transaction Type	Transaction Amount	Fee
Online	Any amount	4.95% of total
In-person	$3.00 and less	$0.50
In-person	$3.01–$100.00	$2.00
In-person	Over $100.00	$10.00

REGISTRAR OFFICE

The Registrar processes new students and those withdrawing from Gray Middle School as well as maintains student files, schedules student classes, and handles the distribution of progress reports and final grades.

If at any time a parent/guardian needs to update their contact information, please contact the Registrar Office immediately at 253-571-5218. If you are updating your address, please be prepared to provide two pieces of mail for proof of residency. These can include two of the following:

- Current utility bill
- Current lease agreement
- Current phone bill

Students may go to the Registrar Office before school, during their lunch, after school or during classes only with permission of their teacher and prior communication with the Registrar Office.

SCHEDULE CHANGES

Once the school year begins, a schedule change will rarely occur. Schedule requests must be submitted to your student's counselor for review. Schedule changes are only approved on rare circumstance and is ultimately up to the administrator's discretion.

STUDENT WITHDRAWALS

To withdraw a student from Gray Middle School, a listed parent/guardian must contact the Registrar Office. A withdrawal slip will be issued to the student's current teachers and support staff to be filled in with current grades and possible fees/notices. The school with complete the student's withdrawal once a parent has signed off on the withdrawal slip, the student's laptop and charger are returned (if leaving TPS) and all fees/fines are paid for. If the final process of the withdrawal is not completed properly, student transcripts may be withheld.

Gray Middle School Electronic Policy

Students are required to turn off their cellular devices, smart watches, headphones, ear buds and/or any smart electronic devices, and put them away until the end of the school day. Students who choose not to follow this policy will have their device confiscated to the Main Office and the proper disciplinary action will be taken if necessary (see below).

If a student needs to get ahold of a parent or guardian, they can ask to use the school phone during appropriate times (passing period, lunch, etc.).

If a parent or guardian needs to get a message to their student, please call the Main Office at 253-571-5200 **prior to 1:45 p.m.** and someone will either deliver the message or connect them with their student. Messages received after this time may not be delivered due to end of day procedures. **Please note that you must be listed on the student's contact list to give messages or speak to any student.**

ELECTRONIC ENFORCEMENT

- Students' cellular devices (i.e., phone, smart watch, tablet, etc.) will be confiscated by a staff member if it is out during inappropriate times.

1st OFFENSE:	Devices will be returned at the end of the day.
2nd OFFENSE:	Devices will be returned at the end of the day after parents have been called.
3rd OFFENSE:	Parents will have to pick up device and student will not be allowed to bring phone to school for the remainder of the quarter.

- All forms of headphones and earbuds will be confiscated by staff members.

1st OFFENSE:	Headphones will be returned to student at the end of the day after parents are called.
2nd OFFENSE:	Headphones will be returned after student serves after-school detention.

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3rd OFFENSE:	Parents will have to pick up headphones and further consequences will be discussed with parents.

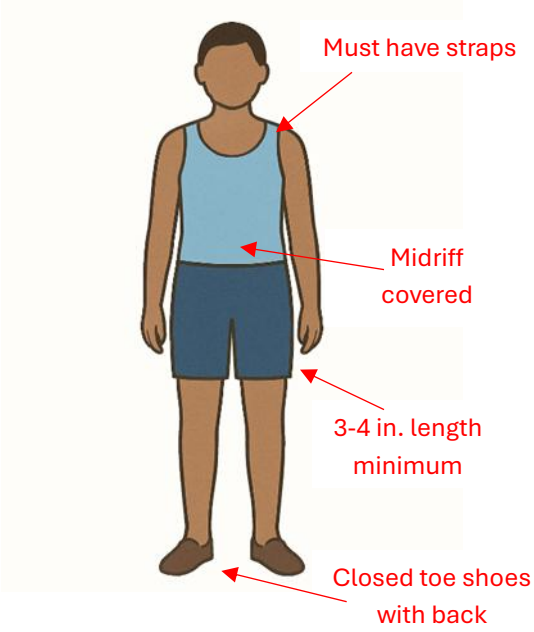
ELECTRONIC DEVICE RETRIEVAL

Students can pick up their confiscated items from an administrator or staff member in the Main Office before they leave school for the day. If a parent or guardian needs to pick up the device, it will be held in the office to be released to the parent/guardian or guardian-approved adult.

Gray Middle School Dress Code Policy

The dress code policy applies to all students at Gray Middle School. Students who do not adhere to the following code of conduct will be asked to call parents to bring appropriate clothing. Students who refuse to adhere to the dress code policy will face further disciplinary action.

ALLOWABLE DRESS & GROOMING:



- Clothing must cover body from armpit to armpit. Tops must have shoulder straps.
- Rips or tears in clothing should be lower than 3-4in from inseam.
- Clothing must cover undergarments with daily movement (bending or reaching), waistbands and bra straps excluded.
- Fabric covering all private parts/undergarments must not show through.
- Footwear must have toe covering and backs/heel straps, no heels taller than 2in. Crocs must be worn in "sport mode".
- Hats and other headwear must allow the face and ears to be visible and not interfere with line of sight to any staff.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, gardening and other activities where unique hazards exist.
- Specialized courses may require specialized attire such as athletic shoes, safety gear, or uniform attire.

NON-ALLOWABLE DRESS & GROOMING:

- No durags, wave caps or hoodies are to be worn while at school.
- Pajama pants
- Spandex/Biker shorts

- Clothing may not:
  - depict, advertise, or advocate the use of alcohol, tobacco, marijuana, or other controlled substances.
  - depict pornography, nudity, or sexual acts.
  - display or imply vulgar, discriminatory, or obscene language or images.

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- use or depict hate speech targeting groups based on race, gender, sexual orientation, gender identity, religious affiliation, or any other protected groups.

- Apparel, jewelry, accessories, tattoos, or manner of grooming that, by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior is prohibited.
- Clothing and accessories that have the potential to endanger student or staff safety may not be worn. This includes hooks, gages, spikes, capes, large hoop earrings, etc.

Attendance Procedures

Attendance at school is one of the biggest factors that affects student growth. Arriving to school and staying for the duration of the day, every day is the first step to being a successful student.

State law and district policies (3121, 3122) and regulations (3122R) require daily and punctual attendance of all students unless officially excused. Parents and students are responsible for assuring attendance. Parents must provide the school with a valid reason for absence before it can be excused.

EXCUSED ABSENCES, LATE ARRIVALS, AND EARLY DISMISSALS

The following are examples of excused absences/late arrival/early dismissal:

- Student's personal illness or health condition
- Medical or dental appointment
- Appearances in court when required by law
- Disciplinary action (i.e., short- term suspension, long-term suspension, etc.)
- Religious observance
- Family emergency (when approved by admin or designee)
- School related activities
- Family activities
    - When pre-approved by admin or designee. Parent/guardian must give notice to attendance office at least three (3) days prior to the planned activity.

Please note that anyone picking up a student will be required to show I.D. and verify they are on the student's approved contact list. WITHOUT I.D. or not on the Approved Contact List, NO RELEASE WILL BE GRANTED pursuant to district policy. We cannot release a student by verbal request over the phone from the parent/guardian to anyone not on student contact list or ever to anyone under 18 years old.

Please refrain from dismissing your students after 1:45 p.m. unless it is an emergency.

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REPORTING ABSENCES, LATE ARRIVALS, AND EARLY DISMISSALS

It is the parent/guardian's responsibility to notify the school of a student's absence, late arrival or early dismissal. **Students CANNOT excuse themselves from school for absences, early dismissals or tardies, it must be done by a listed parent or guardian.**

Parent/guardian's please be sure to notify the Gray Attendance Office by doing one of the following:

- Use the ParentVUE app to record student absences
- Call the Attendance Office at 253-571-5209 the day the absence occurs
- Email grayattendance@tacoma.k12.wa.us using the email you have on your student's profile.
    - Other contact or unverifiable information cannot be used.
- Write a note and present it to the Attendance Office upon return to school. Please be sure the written note includes:
    - Student's full name
    - Parent/guardian's full name
    - Date of absence/tardies (or estimated time of arrival)
    - Reason for absence/tardy
    - Parent/guardian's daytime phone

UNEXCUSED ABSENCES, LATE ARRIVALS AND EARLY DISMISSALS

The following are examples of unexcused absences, late arrivals, and early dismissal:

- Needing to be at home for childcare, house cleaning, etc.
- Being truant without parent/guardian's knowledge
- Being out of town for a non-emergency reason OR without prior notice/approval
- Oversleeping
- Missing school bus, transportation (unless it is the district's fault – i.e., late bus, etc.)
- Being out of dress code

In all cases, the school admin determines whether an absence is excused or unexcused.

Listed parents/guardians will receive a robo-call regarding their student's absence if applicable. Please note that if a student misses more than 50% of a period, that counts as an absence for the entire period. In accordance with the state's mandatory attendance laws, *if a student is absent without excuse seven times within a month or 10 times within a*

school year, the school district will file a petition with the juvenile court. For more information regarding Gray's Attendance Policy or the Washington State BECCA Bill, please reach out to our Attendance Office at 253-571-5209.

Whether excused or unexcused, the number of days your student misses greatly impact their academic success. Aim for regular attendance – meaning have less than two absences per month (on average), absences are defined as missing 50% or more of the period/day.

CLOSED CAMPUS/SKIPPING CLASS

Gray Middle School is a closed campus per TPS regulations to maximize student safety throughout the school day. Once a student arrives at school, they are not permitted to leave school grounds until the end of the day without permission from the Main Office.

If a student is found to have left campus without communication from the Main Office, their families will be contacted immediately, and discipline will be served by an administrator.

If a student is found skipping class, they will receive immediate administration follow-up. Skipping is defined as but not limited to not attending a class without prior permission of the school while on campus and leaving a classroom without permission of the teacher.

TARDIES

During the first two weeks of school, students will be given grace when it comes to tardies due to finding new classes, schedule changes, etc. Starting the second Monday of the school year, the Gray Tardy Policy will be implemented.

Students who are late to first period can report straight to class until 8 a.m. (9 a.m. on late-start Wednesday). Students who are more than 20 minutes tardy to first period or are late at all to 2nd-6th period will be required to get a tardy pass from Mrs. Burns at the Attendance Window to enter the classroom.

If a student is marked unexcused tardy to class 3 or more times in a week, they will be assigned lunch-detention. If the student does not improve their tardies, their parent/guardian may be contacted by a staff member to set up an attendance intervention meeting.

Gray Pilot Athletics

Athletic Director: Jasmine Blackwell | Email: jblackw@tacoma.k12.wa.us | Phone: 253-571-5222

STUDENT-ATHLETE REQUIREMENTS

Student-athletes must complete required FinalForms registration, including the following:

- Proof of required medical insurance
- A current sports physical – please note you must complete a new sports physical yearly as they are only valid for 13 months.

2026 – 2027 ATHLETIC FEES

Tacoma Public Schools is now a "Pay to Play" district. This athletics model was launched this school year to support the long-term sustainability of middle school athletic programs, while ensuring access for every student, regardless of financial circumstances.

The middle school fee to participate in athletics is $50 per season. Fees will support the cost of uniforms and equipment, transportation to and from matches, coaching salaries and officiating costs.

In addition to the athletic fee, students will need to also pay an ASB fee of $15 per year. Paying the ASB fee allows funding for concessions, athletic celebrations, lower costs for school-events, access to leadership opportunities, and more.

No student will be turned away due to financial hardship. If your family qualifies for the state Free/Reduced Lunch Program, your student athletic participation fee and ASB fee will both be waved. Families who need assistance, please connect with the Front Office or Athletic staff.

2026 – 2027 ATHLETIC FEES:

Athletic Participation Fee	$50 per session
ASB Fee	$15 per year

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2026 – 2027 ATHLETIC SESSIONS

SESSION 1: Sept. 14 – Oct. 29	• Boys Basketball • Girls Soccer • Boys Baseball
SESSION 2: Nov. 4 – Jan. 7	• Girls Volleyball • Boys Soccer
SESSION 3: Feb. 8 – Apr. 1	• Girls Basketball • Boys Football (Starts on Jan. 11)
SESSION 4: Apr. 14 – June 5	• Wrestling • Girls Fastpitch • Track & Field

ACADEMIC REQUIREMENTS

Formal grade-checks will be completed weekly. Student-athletes are to grab a grade-check in the morning before school from the Athletic Director's office and ask their teachers to complete the grade-check when the teacher deems appropriate. STUDENT-ATHLETES SHOULD NOT ASK TO LEAVE CLASS TO COMPLETE YOUR GRADE-CHECK – it is their responsibility to remember to complete their grade-check at the appropriate time.

Student-Athletes are expected to maintain at least a 2.0 GPA while having no Es on their weekly grade-check. If a student-athlete is to fall below a 2.0 or receive an E on a grade-check, that athlete may be placed on academic probation. While on academic probation, student-athletes will not be eligible to participate in practice or competition events. Student-athletes will be required to show up to tutoring/study hall in place of participating in athletic practices until they are off academic probation.

MISCONDUCT PROBATION

If a student-athlete is assigned formal discipline of any kind (i.e., detention, ISS, suspension, etc.) they may be placed on misconduct probation. While on misconduct probation, student-athletes will not be eligible to participate in practice or competition events. If a student-athlete is assigned a secondary misconduct probation during the session, they may be removed from the athletic team permanently.

SPORTSMANSHIP

- Respect decisions made by contest and school officials
- Refrain from taunting, booking, heckling and the use of inappropriate language
- Recognize and acknowledge outstanding performance by athletes on both teams
- Respect athletes, coaches, officials, and other fans

AFTER-SCHOOL EXPECTATIONS

Students participating in after-school sports are expected to do the following:

- Student-Athletes should report directly to their designated meeting place (i.e., locker room, cafeteria, classroom, etc.).
    - **Gray Middle School is a closed-campus, this means students are NOT permitted to leave campus and then return for after-school sports/clubs.** If a student-athlete chooses to leave campus prior to practice or competition, they will not be allowed to participate in their on-campus event that day.
- Student-athletes should not wear their cleats or spikes inside of the building except in the locker rooms.
- Always be under the supervision of an adult.

Failure to follow these expectations may result in probation from the sport/club.