Parma Middle School



2026-2027 Student Handbook

Parma Middle School
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Hello Parma Middle School Students!

Welcome to the 2026-2027 school year! The entire staff at Parma Middle School is eager to connect, teach, learn, and explore new things with you. Middle school is a **fun and exciting time**, as it is a period of immense growth that presents unique challenges for all students.

We hope that you enter our doors ready to learn more about who you are, who you want to be, and what your **strengths and passions** are. We also hope you are **willing to take risks**, **step outside of your comfort zone**, **be curious**, **fail sometimes**, and learn to **be patient** with yourself and your peers as you all discover *new* strengths and passions this year.

Finally, we are ready for you to push your own **learning and achievement to the next level**. We have been planning and preparing our classes, projects, labs, and activities ***for you,*** and cannot wait to engage in all of it ***with you***.

Be ready to build relationships, work hard, laugh often, and grow in all kinds of ways in 2026-2027!

~ Samuel Zogg, Principal, & the Parma Middle School Staff ~

PANTHER PRIDE

Positive
Respectful
Individual Responsibility
Demonstrate Excellence
Ensure Safety

ONE PURPOSE

Parma Middle School will provide a solid foundation of knowledge and skills on which students can build a rewarding career and life of purpose.

THREE BEHAVIORS

be collaborative
expect excellence
communicate regularly

Parma School District #137
Striving for Excellence

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PARMA MIDDLE SCHOOL BEHAVIOR EXPECTATIONS

At Parma Middle School, we aim to have all students demonstrate PRIDE in themselves, their work, their relationships, their activities, their school, and their community. Here is what that means:

POSITIVE

- Be present and engaged:
  - Attend school and be on time.
  - Be prepared and participate actively
  - Be considerate and show empathy
  - Support your peers and make sure your behavior does not negatively impact theirs
- Leave a space better than you found it
- Stay focused on the task
- Be uplifting towards others and self
  - Assume positive intentions from other people
  - Give compliments
  - Use kind words
- Create a positive digital identity and footprint
- Be a positive collaborator
  - Appropriate tone, volume, and word choice for situation
  - Use teamwork and include others
  - Let your actions reflect positively on yourself and the school

RESPECTFUL

- Put phones and other distractions away
- Be courteous and considerate
  - What you say matters
  - Use please and thank you
  - Greet teachers and classmates kindly
- Pay attention to those around you and remember your actions affect others. THINK:
  - Is it true?
  - Is it helpful?
  - Is it inspiring?
  - Is it necessary?
  - Is it kind?
- Take care of property and use space as intended

INDIVIDUAL RESPONSIBILITY

- Know school rules and procedures
- Take ownership of your learning and stay on task
- Meet homework deadlines and turn in original work
- Be aware of surroundings
- Keep myself and spaces I am in clean
- Be trustworthy
- Be a good digital citizen
- Take care of your devices, keeping them charged and ready to use

DEMONSTRATE EXCELLENCE

- Be a courageous learner and take initiative
- Be early to class
- Set personal goals for academics and seek extra opportunities
- Be a positive leader and encourage peers to act appropriately
- Show appreciation and gratitude
- Be accepting and welcoming
- Dress appropriately for the learning environment

ENSURE SAFETY

- Be brave: see something, say something
    - Report cyberbullying and be wise about online privacy
    - Report suspicious or dangerous behavior
    - Report concerns and damages
- Follow safety protocols (hall checks, lockdowns, evacuations, reverse evacuations)
- Be culturally sensitive and kind
- Respect school and other peoples' property
- Have patience with others and be aware of other's personal space
- Take screen breaks often
- Do not bring or engage in violence, criminal activity, gang-related activity, use of alcohol or drugs, pornography, or hate speech at the school. All are prohibited.

SCHOOL SERVICES

BREAKFAST AND LUNCH

Breakfast is offered free to all students. Breakfast is served in the Laca Gym foyer (in the West Wing building) beginning at 7:30 A.M for 5th and 6th grade students, and the East Wing foyer for 7th and 8th grade students.

Hot lunches are provided daily for $3.00 through the district hot lunch program. The cafeteria maintains lunch accounts for each student. Students are to pre-pay for lunches on their accounts and use their student ID cards to purchase lunch. There are no charge accounts for middle school students. Applications for free and reduced lunches are available at the lunchroom or the school office.

GUIDANCE AND COUNSELING

The counselor's office is always open to students. The counselor may be contacted directly by students before or after school. During the school day, a student must obtain a counselor's pass form from his/her teacher prior to coming to the office. If the counselor is unavailable, the pass is to be left in the office and the student will be contacted by the counselor when available.

MEDIA CENTER/LIBRARY & WEST WING ANNEX

The main Media Center/Library is open during the regular school hours and the West Wing Annex hours will be posted. Special arrangements may be made with the librarian to use the library at alternate times. Students are responsible for all materials lost or damaged.

PARMA LEARNING CENTER TUTORING AND OTHER TUTORING OPPORTUNITIES

After school tutoring and homework completion support is available throughout the school year. Contact the counselor or the Community Schools coordinator for more information.

SCHOOL NURSE & MEDICATIONS

The school nurse is only in the building on a part-time basis. If students are hurt or become ill, they need to go to the East Wing main office after obtaining permission from their teacher. If students have signed parental consent forms allowing the administration of over-the-counter medications and relief / treatment of symptoms, this will be logged and administered in the East Wing main office. The general school staff is not allowed to give medication including aspirin, non-aspirin, etc. to students but can give students bandaids, ice, and other non-medicinal first aid items with signed parent consent.

Parents/guardians of students who need to take a prescription or other medication during the day must bring the medicine to the office in the prescription bottle or the bottle the medication was purchased in, and a note signed by the attending physician explaining the medication. Trained personnel will disperse the medication in the office. Medication is not allowed to be kept in lockers.

EMERGENCIES OR ILLNESS AT SCHOOL

If your child becomes ill at school or suffers an accident requiring attention, you will be notified to come and pick up your child or told where your child is if they have been transported to a medical facility. It is the parent's/guardian's responsibility to pay for any medical treatment needed by your child.

*****Please make sure we have current phone numbers for you at home, work, and emergency backup phone numbers so someone can be reached in an emergency.*****

SCHOOL OFFICE

The school office is open at 7:30 A.M. for students. The front doors of the East Wing and the Laca Gym doors open at 7:20 A.M. Please do not come to school early unless you have made prior arrangements to meet with a teacher. Office phone use by students is for emergencies only (forgotten homework is not considered an emergency); students should make arrangements to stay after school in advance.

TRANSPORTATION

Transportation to and from school is provided to students living more than 1.5 miles from school. The school may transport students living less than 1.5 miles from their attended school when, in its judgment, the age, health, or safety of the student warrants such transportation. Please see Board Policy 710 for more information. Persons authorized by the district are eligible to ride buses. Any time a student is on a bus, he/she is expected to follow all bus rules. Failure to do so may result in disciplinary action from the Transportation Department Supervisor and/or the middle school.

GENERAL POLICIES AND PROCEDURES

BACKPACKS, etc.

Backpacks, bags, purses etc. are to be kept in lockers during the school day.

BIRTHDAY GREETINGS AND OTHER DELIVERED ITEMS

We will accept balloons, flowers, etc., at the office. We will make every effort to notify students that the items are in the office and will be available for pick up after school. Dropping off lunches for students will also take place in the office and delivered to the student. No campus visitors, including parents/guardians, are allowed to meet students outside of the main office for item drop offs or deliveries.

CLOSED CAMPUS

Parma Middle School is designated as a closed campus. Once students are on campus, they are required to have a written note from a parent or guardian indicating the time and destination before permission to leave is granted during the regular school day. Students are not allowed to take friends with them. Students are not to leave the campus or designated areas during lunch without prior parental/guardian permission that has been submitted to the office. Students must be signed out through the office prior to leaving campus and signed back in by a parent/guardian when returning to school.

DISCIPLINE

Refocus

The purpose of the Refocus step is to stop a student's disruptive behavior in the classroom. The student is given time to account for their negative behavior in another classroom or in the hall. If the inappropriate behavior continues, it may result in further disciplinary action including, but not limited to, detention, suspension etc.

General Discipline Process (Persistent Misbehavior):

Minor disruptions to the educational process will first be handled between the teacher and student. This may include, but is not limited to, conferences with the student, conferences with the parents/guardians, and/or detention with the teacher (lunch or before/after school). If the integrity of the classroom environment is disrupted by continued disruptive behavior, the student may be removed from the classroom and an ODR (Office Discipline Referral) submitted to the principal. The principal will review prior occurrences/interventions/discipline and assign further discipline as needed.

- 1st Incident: Student conference with teacher
- 2nd Incident: Student conference with teacher and teacher-issued consequence, parent/guardian communication, and ODR.
- 3rd Incident: Parent/guardian communication, ODR, office-issued consequence(s).

Further ODRs submitted to the office may result in ISS, Out of School Suspension, or expulsion.

MAJOR INFRACTIONS WILL RESULT IN IMMEDIATE ISS OR OSS.
FAILURE TO REPORT TO ANY SCHEDULED DETENTION MAY RESULT IN DIRECT REFERRAL TO THE IN-SCHOOL SUSPENSION ROOM.

Student behaviors that will be first addressed in the classroom, not limited to:

- Refusing to work
- Sleeping in class
- Cheating
- Disrespect towards teacher/other students
- Disruptive behavior in class
- Inappropriate language
- Horseplay (non-injury causing)

Student behaviors warranting immediate office referral, not limited to:

- Bullying/Harassment
- Theft
- Inappropriate language directed towards teacher or other students
- Assault/mutual fighting
- Inappropriate use of technology (inappropriate sites, suspected cyber bullying, etc.)
- Vandalism/property damage
- Horseplay resulting in injury/damage to property
- Drug/alcohol/vape/tobacco use, possession, or distribution
- Weapons of any type (gun, knife, any item used as a weapon).

DUE PROCESS – In all severe cases of truancy and/or severe discipline problems, students will be given a due process hearing with their parent or guardian present.

DETENTION RULES:

Students are not allowed to talk, move around, bring headphones, electronic devices, food, or magazines. Students are to bring classroom work. If there is a discipline problem during detention, the supervisor may issue another detention.

IN-SCHOOL SUSPENSION (ISS) GUIDELINES

Students placed in in-school suspension (ISS) will report to the office with all books and supplies before the final tardy bell rings. At that time, they will be escorted to the ISS Room, where they will spend the day under direct supervision and guidance of an adult, working on school assignments and behavior modification activities. ISS rules are posted in the room and must be abided by the student. Students will be provided a restroom break in the morning and afternoon and go to lunch with the supervisor. The supervisor will dismiss students after the bell dismisses school. Students will be provided work by each of his/her teachers. The teacher will accept work completed in ISS, but the student must deliver it to the teacher. **Students are allowed to participate in after-school activities on the day of ISS, however they will not be able to participate in an athletic contest on the day of ISS.**

OUT-OF-SCHOOL SUSPENSION – SCHOOL BOARD POLICY #543

Out-of-school suspension (OSS) may be issued for disciplinary reasons or for any other conduct disruptive of good order or the instructional effectiveness of the school. An OSS (home suspension) includes non-attendance at athletic events, dances, practices, and any other school (Elementary, Middle or High School) or district sponsored activity for the entire day(s) of

suspension. The student may also lose eligibility to attend future enrichment or extra-curricular activities.

DRESS CODE – DISTRICT POLICY #517

It is the policy of this school district that students shall dress in a manner which is appropriate for an effective educational environment. While recognizing the importance of allowing students to express their individuality through their attire, the school is responsible for ensuring that student dress is conducive to a positive and respectful environment for all students. All students are, therefore, required to dress in a manner that promotes a safe and healthy school environment, and is not disruptive of the educational climate and process.

PROHIBITIONS

The following prohibitions will be enforced when the student is on school premises or at any school sponsored event, regardless of location.

Students are prohibited from wearing or carrying clothing, accessories or jewelry, displaying piercings or tattoos, which, by picture, symbol, or word, depict or allude to any of the following:

- Drug usage, including alcohol and tobacco;
- Controlled substances of any kind.
- Drug paraphernalia;
- Gangs;
- Violence, weapons;
- Sexually explicit, lewd, indecent, or offensive material; or
- Illegal acts.

MINIMUM SAFE ATTIRE

Student attire and grooming must permit the student to participate in learning without posing a risk to the health or safety of any student or school district personnel. Therefore, students should give proper attention to personal cleanliness and wear clothes that are suitable for the school activities in which they participate.

- Students must wear clothing including both a shirt, with pants or skirt, or the equivalent (for example dresses, leggings, or shorts), and shoes.
- Hats and other head coverings are not permitted during school hours with exceptions of religious head coverings and those authorized by the principal.
- No sunglasses are to be worn in the building.
- Attire shall have adequate coverage (no revealing clothes exposing bellies, chests, or bottoms).
- Clothing must cover all undergarments.
- Length of shorts, skirts, or dresses should be no shorter than mid-thigh. Spandex and bike shorts are not permitted.
- Clothes shall not be transparent, ripped, torn, or exceedingly distressed unless the student is wearing a base layer that fits the above requirements.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, shop classes, and other activities where unique hazards, specialized attire, or safety gear is required.
- Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised.

School-directed changes to a student's attire or grooming should be the least restrictive and disruptive to the student's school day. Any school dress code enforcement actions should minimize the potential loss of educational time. Administration and enforcement of the dress code shall be gender neutral and consistent. This policy applies to all individual schools. Schools may not enact more restrictive or less restrictive dress and grooming codes.

Dress Code for Physical Education

- "Dressing-down" means your child is dressed properly for class and meets the Middle School PE dress code. Dress code consists of shorts/sweatpants, t-shirt, sweatshirt and tennis shoes. At registration, Parma Middle School will be selling the appropriate t-shirts and shorts. You DO NOT have to purchase PE items from the school; however, your child's PE clothes must meet the same guidelines. The only graphic allowed on PE clothing is the Parma Middle School PE logo that is on the PE uniform available for purchase. All other clothing must be plain.Please read the following guidelines to assist you when purchasing PE clothing for your child.
- TOPS: If you choose not to purchase the Parma Middle School PE clothes, please remember that tops must be plain gray, red, or black. NO graphics and/or writing are allowed on t-shirts & sweatshirts except for small labels or logos. Logos must be small and located on the top left chest.
- BOTTOMS: Must be athletic shorts or pants and must be plain black, red, or gray. Shorts cannot be shorter than mid-thigh. White (and only white) as an accent color is allowed on all shorts and pants.
- Tank tops, spandex shorts/pants, sandals, flip flops, soft-soled shoes (Toms, Hey Dudes, etc.), and any kind of boots are not allowed in PE.

ELECTRONIC DEVICES & CELL PHONES

Electronic Devices

- Parma Middle School prohibits the use of cell phones, smart watches, iPads, personal computing devices, video games, etc., in the classroom during school hours, unless explicitly authorized by the classroom teacher for educational purposes. Misuse of an electronic device will be reported to administration and dealt with as an act of insubordination.
- **PMS recommends leaving electronic devices at home and is NOT responsible for the loss, damage, or theft of any electronic item brought onto campus.**

Rules governing student use of cell phones or other electronic devices on campus are as follows:

- Cell phones/electronic devices must be turned off (not just on vibrate or silent) upon entrance into the building at the start of the school day.
- Cell phones/electronic devices must be kept out of sight and off the student during the school day inside students' locked locker. If an electronic device is being used during the school day, or a student has an electronic device where it can be seen by staff, the device will be confiscated and held in the main office for the remainder of the school day.
- Possession of another student's phone or electronic device may constitute theft and will be disciplined accordingly.

- Electronic devices may not be seen, heard or used at any time during instructional hours, which includes: before school, lunch, passing periods, during class and restroom breaks.

Consequences for inappropriate use of electronic devices:
The following progressive discipline consequences will take place if a student fails to comply with this policy:

- **Students violating the provisions of this policy are subject to disciplinary action, which may include losing the privilege of bringing the device onto school property, detention, and/or confiscation of the device until it is retrieved by the student's parent/guardian.**
- **Violation of this policy may also result in suspension or expulsion, as described in Policy 543 Student Suspension or Policy 544 Student Expulsion, or other relevant policies and student handbooks, if applicable.**

Parma Middle School and the Parma School District assumes no liability or financial responsibility for theft, loss, costs, and expenses arising out of any liability or claim of liability for damage to any personal electronic device.

ELECTRONIC SURVEILLANCE

Electronic surveillance is in use on these premises at all times.

FIELD TRIPS- SCHOOL BOARD POLICY #576

Periodic field trips are provided for the students to enhance the curriculum or to celebrate a successful reporting period. Students will be held responsible for any damage caused by them to the field trip site. All students must return permission slips for the field trip, signed by a parent/guardian before they will be allowed to participate in the field trip.

FIGHTING

Each party involved in a physical fight will be sent home or removed from their regular classroom routine for a cooling off period and to prevent continued disruption of the learning environment. The principal or his/her designee will determine appropriate disciplinary action. See Board Policy 550.

PUBLIC DISPLAYS OF AFFECTION

Inappropriate displays of affection are not allowed. This includes hand holding, hugging, kissing, etc. Parents/guardians will be notified of inappropriate behavior and school discipline action may be taken.

EMERGENCY DRILLS

Evacuation drills, lockdowns, and other emergency drills will be held periodically. When the alarm or announcement is made to signify an emergency, students should follow the directions of the closest adult staff member. An all-clear announcement will return the students to class.

FOOD/DRINK IN THE HALLS

The condition of the building tends to reflect the care and concern students and staff have for the facility. Therefore, every effort needs to be made to maintain the building. The custodian will

work with you if there is a problem. To help out with appearances, no beverages or open food containers are to be in the main halls of the middle school.

GUM

Parma Middle School has a NO GUM policy. Students are not to bring or chew gum at the middle school. This applies to all middle school students and classes. Failure to follow this policy will result in appropriate consequences. Continued violation of this policy will be considered insubordination and appropriate consequences applied.

HALL PASS

Students are to carry a hall pass, assigned by the teacher, if they are in the hallways during class time. Students must have a hall pass when they come to the office during class time.

ITEMS INAPPROPRIATE FOR SCHOOL

Only items necessary for the classroom or an assignment are to be brought to school. Items are not to be brought to or possessed in the school or on school property that are considered inappropriate, messy, damaging, distracting, or disruptive to the learning environment. Students bringing such items will have a discussion with their teacher and/or the principal to clarify why the item is not appropriate to have at school.

- Animals are not to be brought to school unless prior arrangement has been made with the classroom teacher and principal.

Parma Middle School is not responsible for the theft of or damage to any items brought to school by students.

LOCKERS

Student lockers are provided for the convenience of the student and to help protect school-issued property. Even though the lockers are assigned to students, the school does not relinquish control over the lockers at any time. Lockers will be checked periodically. Students are responsible for articles in their lockers. Students are not to jam or tamper with their lockers in any way. If a lock or locker does not work properly, a report should be made to the secretary or custodian.

Only the following items are allowed to decorate the inside of lockers: school and family related items and magnetic mirrors and organizers. Material inappropriate at the Middle School will be removed (this includes tobacco and alcohol advertising and other inappropriate images). Nothing is to be placed on the outside of the lockers except items sponsored by the school. Only containers of water are allowed in lockers, hallways, and classrooms. Any other containers of liquid are NOT allowed in the lockers.

Combination locks will be provided by the school if deemed necessary by staff. Students must remain in their assigned locker - do not switch or share lockers with other students. 5th and 6th graders may put a lock on their lockers as long as the combination or a spare key is provided to the office.

LOST AND FOUND

Lost and found items are kept in the office until claimed or until the end of the quarter. At the end of each quarter items not claimed will be given to charity.

LOITERING AND RESTRICTED AREAS
Students not involved in school activities or after school tutoring are expected to be off school grounds within 15 minutes after the dismissal bell. After an activity, students are expected to be off school grounds within 15 minutes after the end of the activity.

Students are not to be in any unsupervised building, classroom or hallway at any time. Students are not to be in the gym without an adult present. Students are not to be at the high school except for scheduled classes. The high school campus is closed to middle school students during the lunch period and before and after school. High school students are not allowed at the middle school during these same times and are not to be in the building except for scheduled classes. Students are to remain in their assigned buildings during breaks, at lunch, and before and after school.

LUNCHROOM
All students are expected to report to the cafeteria during their lunch break. Students are expected to abide by all school and lunchroom rules. Consequences for poor behavior in the lunchroom include but are not limited to, moving seating locations, cleaning the lunchroom, detention, and suspension from the lunchroom and/or school. Disciplinary actions given during lunch break will be treated as any other disciplinary action at Parma Middle School.

PARENT – TEACHER CONFERENCES
Conferences will be held following the first and third quarters. In order to meet the individual needs of students, parents/guardians and teachers must communicate, and conferences make that communication possible. Parents/guardians are strongly encouraged to attend. If parents/guardians wish to schedule additional conferences during the year, they may do so by contacting the teacher(s).

VOLUNTEERS
All volunteers must check in at the Main Office and get a visitor's pass. Arrangements must be made in advance with the classroom teacher for volunteer opportunities.

KEY BOARD POLICIES INCLUDED IN THIS HANDBOOK

All handbook items related to Parma School District policy are automatically deferred to the most recent adoption of said policy in the District Policy Handbook.

All Parma School District policies are available online at: www.parmaschoools.org

COMPLAINT RESOLUTION – DISTRICT POLICY #222
Criticism of school personnel is to be expected from time to time because of the inherent nature of public, tax-supported schools.

It is the general practice of the Board of Trustees of the Parma School District #137 to have initial complaints regarding personnel directed first to the staff member involved and against whom the criticism is lodged. If a satisfactory solution to the complaint is not arrived at by the parties concerned, the complaint may be referred by either or both parties to the immediate

supervisor, then, if necessary, to the Superintendent, and ultimately, if necessary to the Board. This is done in an effort to take immediate action at the source of the complaint.

The Board of Trustees does not encourage complaints to come to Board Members as individuals.

PROHIBITION OF GANG ACTIVITIES- DISTRICT POLICY # 549

This school district has a legitimate educational objective of curtailing gangs and gang activities. In furtherance of this educational objective, all gangs and gang activities, including, but not limited to, wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, sign, gestures, codes, or other things which evidence membership or affiliation in any gang, are prohibited in any of the public schools in this district and at all school functions. Disciplinary action for violation of this policy may include suspension and/or expulsion.

PROHIBITION OF WEAPONS – DISTRICT POLICY #541

This district is committed to providing a safe environment for all students and staff when they are at school, on a school bus, or at any school-sponsored activity. The district's commitment includes the prohibition against any weapons or other objects/substances which may pose a threat to the health and safety of other students, staff members, or visitors, or could be used to disrupt the educational process.

Students attending Parma School District schools will abide by District Policy #541 in regards to Prohibition of Weapons and are prohibited from:

1. Possessing or carrying objects/substances which are manufactured, used, or intended for use as a weapon, or facsimiles thereof, at school, on a school bus, or at any school-sponsored activity without prior permission of school officials.
2. Possessing, carrying, using, and/or threatening to use, any normally non-dangerous object or substance with the intent or result of causing harm to another individual at school, on a school bus, or at any school-sponsored activity.
3. Knowingly assisting another student(s) to possess, carry, or use a weapon at school, on a school bus, or at any school-sponsored activity.
4. Threatening by word, electronic means or act to use a firearm or other deadly or dangerous weapon to do violence to any person on school grounds or to disrupt the normal operations of the school district's operations by making a threat of violence.
5. Knowingly possessing, altering or repairing a firearm or other deadly or dangerous weapon in the furtherance of carrying out a threat made by word, electronic means or act to do violence to any person on school grounds or to disrupt the normal operations of the school district.

"Possess" is defined as bringing an object, or causing it to be brought, onto the property of a school, or onto a vehicle being used for school-provided transportation, or exercising dominion and control over an object located anywhere on such property or vehicle. A student will be determined to possess a weapon when the item is found to be in any of the following locations:

1. On a student's person;
2. In the student's personal property, including, but not limited to, the student's clothing, backpack, purse, or any other item the student transports or carries and/or causes to be

transported or carried to school;
3.A vehicle parked in the school parking lot which the student drives and/or is transported in;
4. The student's locker; or
5. Any other school-related or school-sponsored event, regardless of location.

"Deadly or dangerous weapon" means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, **except that such item does not include a pocket knife with a blade of less than 21⁄2 inches in length as defined in 18 U.S.C. Section 930**. "Weapon" additionally includes a knife with a blade of any length.

"Firearm" shall mean any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame receiver of any such weapon; any firearm muffle or firearm silencer; any destructive device, including any explosive, incendiary or poisonous gas, bomb, grenade, or rocket, missile, mine, or similar device, as defined in 18 U.S.C. Section 921, and air rifles or other weapons that propel a projectile with air, or pellet guns, or paintball guns. Antique firearms are specifically excluded.

"On school grounds" means in or on property owned or operated by a school district, public charter school or private school.

**Students are prohibited from carrying a pocket knife of any kind during school hours or school events.

Disciplinary actions for violation of this policy:

Investigation

- The superintendent or designee will immediately investigate any allegation that a student is in violation of this policy. If determined necessary by the superintendent or designee, law enforcement may be requested to conduct the investigation. Any item identified as a weapon may be confiscated by the superintendent or designee. Students reasonably believed to be in possession of these items may be suspended from school until a thorough investigation is completed.

Disciplinary Actions

- Any student found to be in violation of this policy will be subject to disciplinary action, including, but not limited to, expulsion, suspension, or other appropriate penalties. The board may, at its discretion, expel a student for the possession and/or use of a weapon, regardless of whether the item at issue falls within the definition of "weapon" under the Gun-Free Schools Act. Disciplinary action will be taken after reviewing all factors, including, but not limited to, the mandates of federal and state law; the student's actions; the risk of harm to the students, district personnel, and patrons; the student's academic standing; the likelihood of recurring violation; and the student's prior conduct.

SEARCHES BY SCHOOL OFFICIALS- DISTRICT POLICY #542

The constitutional rights of students do not stop once they enter the school doors. Therefore, students have a right to be protected from unreasonable searches by school officials. However, it is the intent of the board of trustees to provide a safe and orderly environment for all students, conducive to the pursuit of educational goals. As a result, it may be necessary for school officials to search a student, his/her personal belongings, locker, desk, or vehicle, when it is in the interest of the overall welfare of other students or is necessary to preserve the good order and discipline of the school. Parma Middle School may conduct periodic, unannounced, random searches which may involve the use of trained drug dogs, metal detectors, or surveillance cameras.

STUDENT DRUG, ALCOHOL AND TOBACCO USE - DISTRICT POLICY #551

It is the Idaho Legislature's intent that parental involvement in all aspects of a child's education in Idaho public schools be part of each school district's policy. Drug prevention programs and counseling for students under the custody and care of the public schools are included in this intent.

The board of trustees recognizes that student use of chemical substances, including alcohol and vapes, is a serious problem of utmost concern in our society. Drug, alcohol, vape, and tobacco use is detrimental to a state of well-being and undermines the aim of education, which is to enable individuals to develop to their full potential. The district seeks to ensure the highest standards of learning in the classroom and recognizes that use of chemical substances—including alcohol, tobacco, and controlled substances—creates educational, economic, and legal problems.

Once a student is reasonably suspected of being in violation of the law and this policy regarding alcohol or controlled substances, regardless of any previous voluntary disclosure, the building principal or designee will immediately notify the student's parent or guardian and report the incident to the local law enforcement agency.

Any student exhibiting inappropriate behavior that suggests "using" or "being under the influence" of alcohol or controlled substances will be immediately escorted by a district employee to an administrative office for interviewing and observation by the principal or designee. Except in the case of an emergency, the student will not be left unattended and will not be allowed to leave the school premises.

The principal or designee will refer the student to the law enforcement agency if, upon observing and/or interviewing the student, he or she reasonably suspects that the student is using or under the influence of alcohol or a controlled substance. District employees will cooperate fully with any law enforcement investigation of a violation of this policy, including, but not limited to, providing access to lockers, desks, and other school property, and providing oral and/or written statements regarding the relevant events.

The principal or designee, and/or any other employee having observed the student's behavior will document his or her observations of the student; the documentation will be provided to the law enforcement agent, and a copy will be placed in the student's discipline record.
The guidelines outlined in District Policy No. 551 will be followed if an issue arises.

STUDENT HARASSMENT, INTIMIDATION AND BULLYING - DISTRICT POLICY #506.50

No student shall intentionally commit, or conspire to commit, an act of harassment, intimidation or bullying against another student. Such behaviors foster a climate of fear and disrespect that can seriously impair the physical and psychological health of its victims, create conditions that negatively affect learning, and undermine the ability of students to achieve their full potential.

It is the policy of this district to maintain a safe school environment for all students while on school grounds, riding the school bus, and attending district-sponsored activities/events/functions on school premises or at other locations. Harassment, intimidation, and bullying are disruptive to a safe school environment and will not be tolerated.

DEFINITION

"Harassment, intimidation, or bullying" means any intentional gesture or any intentional written, verbal, or physical acts or threats against another student that

1. A reasonable person under the circumstances should know will have the effect of
    a. Harming a student.
    b. Damaging a student's property.
    c. Placing a student in reasonable fear of harm to his or her person.
    d. Placing a student in reasonable fear of damage to his or her property.
2. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening or abusive educational environment for a student.

An act of harassment, intimidation or bullying may come from multiple avenues (text messages, email, social media, verbal, physical, or written means.

TITLE IX – DISTRICT POLICY #296

Title IX of the Education Amendments of 1972 ("Title IX") is a federal law that prohibits sex-based discrimination in all educational programs and activities, including athletic programs. No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity operated by the district. Title IX protects all participants in the district's educational programs and activities, including students, parents/guardians, employees and job applicants. The district does not discriminate on the basis of sex in its education programs and activities. As used in this policy and accompanying Title IX grievance procedures (see Policy 296P1), sex discrimination includes complaints of sexual harassment or sexual violence.

If you believe there has been a Title IX violation, please contact our Title IX Coordinator, Kristie Sitts, at 208-779-4069 x 1887 or krsitts@parmaschools.org

TECHNOLOGY USE – DISTRICT POLICY #698

All students using technology provided by the school district must first sign a technology user agreement, which also requires the signature of a parent/guardian. Students are expected to follow classroom and computer lab rules. In accordance to district policy #698, if a student violates the district technology agreement policy, consequences may include but are not limited to: the loss of network privileges, loss of device usability, and possible suspension. Consequences will be assigned on a case by case situation.

TEXTBOOKS AND OTHER SCHOOL EQUIPMENT

Students will be charged for replacement costs or repairs to items (textbooks, sports uniforms, and other equipment) that are lost, stolen, show excessive wear, or have been damaged.

THEFT & DESTRUCTION OF SCHOOL PROPERTY- DISTRICT POLICY #548

Any student who steals, destroys, or defaces school district property, or the property of another individual located at a school site, will receive prompt and decisive disciplinary action, which may include, but is not limited to, suspension or expulsion. If circumstances warrant, the student may be referred to the local law enforcement agency. The student and his or her parent/guardian will be held responsible for restitution to the full extent of the laws for any damage to school district property.

SNOWBALLS & ROCKS, etc.

Students are not to throw or kick rocks (intentional or otherwise) or throw snowballs on the school grounds. This means thrown or kicked at people or things.

USE OF TELEPHONE

The office phone is used for business purposes and may be used by students with office staff permission only. To avoid interruptions in instruction, parent /guardian calls directly to students should be for emergencies only, otherwise, messages can be delivered to your student by the office. If you would like to talk to a teacher, the secretary will take a message and have the teacher return your call so as not to disrupt the classroom.

VISITORS

Parma Middle School does not allow student visitors, non enrolled students.

ATTENDANCE POLICIES

ATTENDANCE – DISTRICT POLICY #522 & #523

The board of trustees of this district recognize that, because time on task is very important to the education of students, it is necessary to establish and enforce attendance requirements. Students are required to be in attendance at school at least ninety percent (90%) of the time that school is in session during each school term. In enforcing the attendance requirements, the board may deny a promotion to the next grade or deny credit to any student who is not in school at least ninety percent (90%) of the days that school is in session. If a student is determined to be a habitual truant, the board may expel or dis-enroll the student.

CALCULATING ATTENDANCE

- Absence from class for any reason, including family convenience and school-approved activities, will be counted when the percentage of attendance and consequent eligibility for promotion or credit is being considered. Except in extraordinary circumstances, students are expected to be present at school and in their assigned grade or subject.
- Extraordinary circumstances may include, but are not limited to, verified illness or medical treatment, death in the family or death of close friends, and medical or dental appointments with a note from said office.
- The school will provide written notice of absences to the student's parent/guardian not less than quarterly and more frequently if the student's attendance drops below ninety-five percent 95% and/or the student is at risk of losing credit or promotion, or of being expelled due to habitual truancy.

DENIAL OF PROMOTION OR CREDIT – DISTRICT POLICY #522

- Students not meeting the ninety percent (90%) attendance requirements will not receive credit or be promoted even though they may have passing grades. The parent/guardian who has valid reasons to believe that all or part of the absences are the result of extraordinary circumstances may file a written request for review by the building attendance committee. Such requests must be made within five (5) days of receiving notice of the denial. The building attendance committee will review the records and the circumstances and determine whether or not the student will receive credit or be promoted. The attendance committee will consist of the building principal, school counselor, three (3) additional staff members designated by the principal.
- The decision of the attendance committee may be appealed to the superintendent. This appeal must be submitted to the superintendent within ten (10) days after the attendance committee submits its decision. The superintendent will render a decision on the appeal within ten (10) days after receiving the appeal.
- The decision of the superintendent may be appealed to the board for a final decision. The appeal must be filed with the superintendent's office within ten (10) days after the superintendent notifies the parent/guardian of his or her decision. The board will address the appeal in executive session. The parent/guardian will have an opportunity to appear before the board for an informal hearing. The parent/guardian will be given an opportunity to present written or oral information as to why the student should not be denied credit or promotion. The parent/guardian does not have the right to be represented by an attorney, present evidence, or cross-examine witnesses. Upon reviewing the decision of the attendance committee and superintendent, and the basis for the appeal by the parent/guardian, the board will uphold or overturn the superintendent's decision, issuing a written decision within ten (10) days. The board's decision will be final.
- The student will be allowed to continue to attend classes pending the board's determination in this matter.

"HABITUAL TRUANT" DEFINED

- A habitual truant means any student who, in the judgment of the board, repeatedly has violated this attendance policy or any child whose parent or guardian has failed or refused to cause the pupil to be instructed as provided by Idaho Code Section 33-202.
- If the student does not meet the ninety percent (90%) attendance requirements of this policy and one-half (1/2) or more of all such absences are unexcused, he or she is a habitual truant. Students are truant if their absence from school is unexcused. Unexcused absences are those absences from school without the knowledge and approval of a student's parent/guardian, and/or school approved activity absences. In order for an absence to be excused, oral or written communication from the student's parent/guardian must be received within forty-eight (48) hours of the last day of the absence, except for school approved activity absences.

EXPULSION FOR HABITUAL TRUANCY

Pursuant to Idaho Code Section 33-205, the board may expel a student because he or she is a habitual truant, as defined in this policy. The procedure for expulsion is set forth in District Policy 544 (Student Expulsion/Denial of Enrollment). The student will be allowed to continue to attend classes pending the board's determination in this matter.

DEFINITIONS

- 90% is defined as attendance 90% of the time each class meets each semester.
- Excused absences – Excused absences are absences from school with the parent/guardian's knowledge and consent, which may include, but are not limited to, illness, medical appointments, illness or death in the family, authorized school activities, or other pre-arranged absence. Except in the case of unexpected excused absences, a written excuse from the parent/guardian must be presented to the school administrative office. If the excused absence is unexpected, written verification from the parent/guardian must be presented to the school administrative office upon return to school.
- Unexcused absences- Unexcused absences are absences without the knowledge and consent of the student's parent/guardian.
- Truant – Truancy occurs when a student is absent without the consent of the parents/guardians, teacher, or the principal or his/her designated representative. Each of the following incidents will constitute a truancy:
    - absence from a class (this also includes unauthorized leave from a class -authorized leave means personal approval by the teacher to the student - or being in an unauthorized area during class time);
    - absent a portion of the school day;
    - absent the entire day.
- Any student who is truant two or more consecutive days will receive a truancy for each single day. Consequences for each truancy will be determined on the building level. Individual circumstances and previous history will be taken into account in determining consequences.

MIDDLE SCHOOL ATTENDANCE PROCEDURES

Students are not to leave school without checking out through the main office. Anyone who violates this process will be considered truant. It is the responsibility of the parent/guardian to notify the school of the student's absence. Notification may be made by phone or note when the student returns to school. Students who do not provide an excuse after two days will be considered truant and discipline action will follow. If a student misses school due to a dental, doctor or orthodontic appointment, a note from the doctor's office will prevent the absence from being counted against the 90% attendance rule. In the event of an extended absence due to illness, please notify the office as soon as possible.

ABSENCES – MIDDLE SCHOOL PROCEDURE

Students who have been absent are required to check into the office before school. Students with unexcused absences will not be allowed to make up missing work until the absence is excused. Students have 2 days to bring in a note to excuse an absence or the student will be considered unexcused.

MAKE-UP PROVISIONS

It is the responsibility of the student to make up for all work missed when absent. Students will be allowed a reasonable amount of time to make up work. Students may pick up missed assignments when they return to school.

EXTENDED AND PLANNED ABSENCES FROM SCHOOL

Students who know in advance of an absence need to bring a note to the office explaining the absence. The student is responsible for notifying each of their teachers of the absence. Students are responsible for collecting all work due upon their return to school. All written work assigned during this absence will be gathered during the absence and provided to the student upon his/her return to school. Work must be returned within the same number of days as the absence. Many classes have labs, etc. that are impossible to make up. Serious consideration should be made before students are taken from school for lengthy periods of time.

TARDIES

It is expected that all students be diligent in their attendance and punctual to all classes. Tardies begin at the tardy bell and continue for the first 10 minutes of the class period. From that point on, the student is considered absent. (Students should tell their teacher if there is a problem getting to class on time due to locker difficulties, etc.). If a teacher retains a student after class, it is the student's responsibility to obtain a note from that teacher to take to the next class.

The following are consequences for tardies, counted by quarter:

- 3 tardies - 1 lunch detention or 30-minute after school detention
- 6 tardies - 3 lunch detentions or 60-minute after school detention
- 9 tardies – 1 day ISS

ACADEMIC POLICIES

CLASS SCHEDULES

Schedules for students are developed based upon core requirements, ISAT scores and other indicators of academic need, student interests, and available electives. Intervention classes take precedence over other electives based on teacher recommendation and testing data. Once student schedules are set, class changes will not be made except under extraordinary circumstances. If a schedule change is desired, an appointment should be made with the counselor to discuss the change. Except for teacher or administrator requests, no changes will be made without parental/guardian permission.

GRADING SCALE

A= 90% - 100% B=80% - 89% C=70% - 79% D=60% - 69% F= below 60%
Incompletes must be completed within ten (10) school days. After that time period, the grade will become an "F".

PANTHER PRIDE ACADEMIC AWARDS

The Panther PRIDE Academic Awards are intended to recognize students with high academic achievement during the first three quarters of the school year. The awards are presented during a special ceremony designed to showcase student achievement in May of each year.

Students qualify for the award based on a minimum cumulative grade point average (GPA) of 3.0 for the first three quarters and no F's in any class. The purpose of the Panther PRIDE Academic Award is to recognize students who have worked hard to achieve high grades. However, individual teachers may choose to recognize certain students who have shown extraordinary

academic effort in their class. This award is not based on overall achievement, but does reward hard work in one particular academic area.

PLAGIARISM AND STUDENT/TEACHER/PARENT PLEDGE

Parma Middle School strives to create an environment of academic integrity wherein all students can produce original works with appropriate identification of the sources of information. Academic dishonesty is a very serious offense. Therefore, it shall be the policy of PMS to maintain an educational environment in which plagiarism will not be tolerated and prohibits all forms of plagiarism. Any violation will result in disciplinary action.

TRACKING STUDENT PROGRESS

Teachers post grades on assignments and assessments on PowerSchool often. Parents/guardians are encouraged to track their child's progress by checking PowerSchool often. If help is needed accessing PowerSchool, please contact the school secretary.

REPORT CARDS

Computerized report cards are issued to students four times each year. These report cards show academic grades, absences, and information regarding effort, attitudes and work habits. Parents/guardians may pick up report cards for the 1st and 3rd quarters at teacher conferences (posted on PowerSchool after conferences). The report cards for 2nd quarter will be posted on PowerSchool or a hard copy can be provided at parental/guardian request. Final report cards will be mailed or available at the school office.

STANDARDIZED TESTING

The Idaho Standards Achievement Test (ISAT) is given to students as required by the State Department of Education. This achievement test measures knowledge and skills accumulated by students in a variety of subject areas. Test results will be mailed and will be available at the office.

WITHDRAWAL FROM SCHOOL

Students withdrawing from school must be checked out of school through the office by a parent/guardian. The student will obtain a withdrawal form from the office to be signed by each of the student's teachers. All books and materials must be turned in and all fees and fines paid.

PARMA MIDDLE SCHOOL CREDIT SYSTEM

It is the goal of Parma Middle School for all students to be successful and in order to facilitate student success in his/her current and future education, PMS and the Parma Board of Trustees have adopted the Middle School Credit system for promotion.

Classes	5th Grade Credits	Yearly Total
Math & Math Lab	2 credits per semester	(4)
English/Language Arts	2 credits per semester	(4)
Science	1 credit per semester	(2)
PE/Health	1 credit per semester	(2)
Social Studies	1 credit per semester	(2)
Electives	1 credit per semester	(2)

Classes	6th Grade Credits	Yearly Total
Math & Math Lab	2 credits per semester	(4)
English/Language Arts	2 credit per semester	(4)
Science	1 credit per semester	(2)
PE/Health	1 credit per semester	(2)
Social Studies	1 credit per semester	(2)
Electives	1 credits per semester	(2)

Classes	7th & 8th Grade Credits	Yearly Total
Mathematics	1-2 credits per semester	(2-4)
English/Language Arts	1 credit per semester	(2)
Science	1 credit per semester	(2)
Social Studies/History	1 credit per semester	(2)
PE/Health	1-1.5 credits per semester	(2-2.5)
CTE First Steps (8th)	0.5 credit	(0.5)
Electives	1-3 credits per semester	(2-6)

Credit Requirements
5th & 6th grade students must earn 12 of 16 credits at the end of the school year
7th & 8th grade students must earn 13 of 16 credits at the end of the school year
Passing grades are considered D (60%) or above.

****Additional Requirements for Promotion****

- **Students must have an end of year overall 2.0 GPA (grade point average of all semesters, which includes all classes), along with minimum credit requirements at each grade level to be promoted to the next grade.**

- **In order to be promoted to the next grade, students who lose 2 credits in the same course may be required to retake the course, which will affect elective options.**

CREDIT RECOVERY OPTIONS

Students who do not meet credit requirements will be required to pursue other options for credit, either during the school day, or outside the school day. Those options could include (depending on availability), but are not limited to enrollment in Credit Recovery classes in the following semester, repeating a course, IDLA, COSSA Academy, required attendance in Parma Learning Center, summer school, and/or school-based interventions.

ALTERNATE MECHANISM FOR CREDIT RECOVERY

Minimum one year's growth or Proficiency scores on the reading, math, and language ISAT may serve as the alternative mechanism in the corresponding content standards along with attendance requirements.

ATHLETICS AND EXTRACURRICULAR POLICIES
DISTRICT POLICIES # 570, #571, #572 & #578

Students desiring to participate in sports are required to purchase an activity card for the current school year and have a current physical on file with the school prior to the first day of practice in 6th grade. If a student is a new athlete, the athlete must submit a current physical. All athletes will need to have a new physical their 9th grade year.

6th grade Sports offered are:

Fall - Cross-Country
Winter - Wrestling
Spring - Tennis

Note: 6th graders may also participate in spring Track practices, but not in conference-sponsored meets.

7th and 8th Grade Sports offered are:

Fall – Football, Volleyball, and Cross-Country
Winter – Wrestling and Basketball
Spring – Tennis and Track

The following will also need to be on file:

- Athletic Code of Conduct
- Drug Testing Consent Form (once submitted consent will be valid at PSD through 8th grade)
- Register My Athlete online registration, which includes:
    - Consent for participation form for each activity
    - Concussion Acknowledgement Form

All documents must be signed by the student athlete and parent/guardian.

*Band and Choir students also participate in concerts and various competitions and are required to have an activity card, but a physical is not required.

Students must be in attendance at least one-half of the school day (4 classes) before they can participate in practice or the scheduled event.

TRANSPORTATION

In reference to District Policy #720, the district will provide transportation to all school-sponsored activities for students participating as individuals or team members representing the district that are scheduled at a location outside this district. Students riding to an activity in a school bus are expected to return on it unless arrangements have been made by the parent/guardian and communicated to the coach/advisor/athletic director/principal. Students on such trips are required to comply with the rules and regulations governing daily school transportation.

If a student participant wishes to ride home with his/her parent/guardian, arrangements must be made by the parent/guardian with the coach/advisor in writing. If a student participant wishes to ride home with someone other than his/her parent/guardian, arrangements must be made in writing the day prior to the event with the principal or athletic director.

UNIFORMS & EQUIPMENT

Lost uniforms and equipment are the responsibility of the player, and he/she must assume financial liability if issued equipment is lost or damaged. Replacement equipment will not be issued until payment is made for lost or stolen items.

FIELD/COURT CONDUCT

Athletes should project an image of poise and respect. This includes the following:

- Athletes should display respect for the flag and be attentive during the national anthem.
- Athletes should not use profanity.
- Athletes should never berate or be disrespectful towards an official, coach, player, or spectator.
- Athletes should show respect and sportsmanship toward their opponents.

These same standards apply to all spectators of activities and sporting events in the Parma School District.

PARENT/COACH COMMUNICATION STANDARDS

Parents/guardians of athletes should contact the coach if disagreements or disputes arise. Such meetings should be arranged and not conducted after a game or practice.

EXTRACURRICULAR PARTICIPATION REQUIREMENTS

6th, 7th, and 8th grade students are encouraged to participate in school sponsored extracurricular activities. Student-athletes are held to high standards in order to continue participation in sports. Grade checks are run weekly and students with failing grades may become ineligible for competition. If a student becomes a chronic discipline problem or is failing multiple classes, the PBIS team (composed of teachers, principal, and counselor) in a meeting with the parent/guardian may recommend that the student be denied eligibility. Individual coaches may require additional academic eligibility and behavior expectations.

DRUG & ALCOHOL TESTING OF STUDENT ATHLETES– DISTRICT POLICY #578

All student athletes will participate in mandatory random drug testing. Please refer to the school board policy for specific information.

CONCUSSION AND HEAD INJURY GUIDELINES – DISTRICT POLICY #569.5

This district is concerned about the health, safety, and well-being of students, including those who participate in extracurricular contact sports for both girls and boys, such as--but not limited

to--football, wrestling, and basketball. In an effort to maintain the health and safety of students, the following guidelines from the Idaho High School Activities Association will be strictly followed:

Action Plan:
Coaches, trainers, and other adults associated with a school athletic team will receive appropriate training regarding injuries to student athletes, including concussions. If a player is suspected of having a concussion, the following steps should be taken:

1. Remove the athlete from play.
2. Ensure the athlete is evaluated by an appropriate health care professional; i.e, Physicians, Physician Assistants, Advanced Practice Nurses or any other qualified medical provider trained in the evaluation and management of concussions who had a direct physician.
3. Inform athlete's parents/guardians about the known or possible concussion and give them the fact sheet on concussion. (Fact sheet available from CDC at www.cdc.gov/concussion.)
4. Allow the athlete to return to play only with a) permission from an appropriate health care professional, b) the consent of a parent and/or guardian, and c) clearance by the student via the "Return To Learn" protocol (www.protocolww.biavt.org).

Signs and Symptoms:
Signs Observed by Coaching Staff: Appears dazed or stunned, is confused about assignment, forgets plays, is unsure of game score or opponent, moves clumsily, answers questions slowly, loses consciousness, shows behavior or personality changes, can't recall events prior to hit, can't recall events after hit.
Symptoms Reported by the Athlete: Headache, nausea, balance problems or dizziness, double vision or fuzzy vision, sensitivity to light or noise, feeling sluggish, feeling foggy or groggy, concentration or memory problems, confusion.

Additionally, students with a concussion should NOT return to sports or recreation activities on the same day the injury occurred. He/she should delay returning to activities until a health care professional experienced in evaluating for concussion says the student is cleared and has been cleared through the "Ready To Learn" protocol (www.protocolww.biavt.org). This means, until permitted, not returning to physical education class and/or sports practices or games.

PARMA MIDDLE SCHOOL BELL SCHEDULE

5th/6th Grade Bell Schedule		
First Bell @ 7:45am		
Advisory	7:48 - 7:53	5 minutes
1st	7:56 - 8:42	46 minutes
2nd	8:45 - 9:31	46 minutes
3rd	9:34 - 10:19	45 minutes
AM Recess	**10:19 - 10:29**	**10 minutes**
4th	10:32 - 11:17	45 minutes
5th	11:20 - 12:05	45 minutes
Lunch	**12:05 - 12:50**	**45 minutes**
6th	12:53 - 1:41	48 minutes
7th	1:44 - 2:32	48 minutes
8th	2:35 - 3:23	48 minutes
Advisory	3:26 - 3:45	19 minutes

7th/8th Grade Bell Schedule		
First Bell @ 7:45am		
Advisory	7:48 - 7:53	5 minutes
1st	7:56 - 8:45	49 minutes
2nd	8:48 - 9:37	49 minutes
3rd	9:40 - 10:28	48 minutes
Break	**10:28 - 10:35**	**7 minutes**
4th	10:38 - 11:26	48 minutes
5th	11:29 - 12:17	48 minutes
Lunch	**12:20 - 12:50**	**30 minutes**
6th	12:53 - 1:41	48 minutes
7th	1:44 - 2:32	48 minutes
8th	2:35 - 3:23	48 minutes
Advisory	3:26 - 3:45	19 minutes

Please sign and return this lower portion to your advisory teacher!
****

I have read and understand the Parma Middle School handbook outlined above.

Student Name (Please print): _____

Parent/Guardian Name (Please print): _____

Student Signature_____ Date:_____

Parent/Guardian Signature_____ Date:_____

Advisory Teacher_____ Date:_____

