

BLACK MOUNTAIN MIDDLE SCHOOL
9353 Oviedo Street Φ San Diego, CA 92129 Φ 858-484-1300

<http://powayusd.sdcoc.k12.ca.us/pusdbmms/default.htm>

STUDENT HANDBOOK

2007-2008

David Hall, Principal

Name: _____ Basic Education Teacher: _____

We have reviewed and understand the information contained in this Raider Reminder.

Student Signature

Parent Signature

Monday Schedule

Professional Time	7:40 - 8:50
5-min. Warning Bell	8:54
Homeroom	8:59 - 9:03
Period 1	9:03 - 9:40
Period 2	9:44 - 10:21
Period 3	10:25 - 11:02
Period 4	11:06 - 11:43
Period 5 *	Lunch 11:47 - 12:24
	Class 11:47 - 12:24
Period 6 *	Lunch 12:28 - 1:05
	Class 12:28 - 1:05
Period 7	1:09 - 1:46
Period 8	1:50 - 2:27

* Students will have lunch during period 5 or 6 depending on their schedule

Tuesday/Wednesday/Thursday/Friday

5-min. Warning Bell	7:35
Homeroom	7:40 - 7:44
Period 1	7:44 - 8:31
Period 2	8:35 - 9:23
Period 3	9:27 - 10:14
Period 4	10:18 - 11:06
Period 5 *	Lunch 11:10 - 11:50
	Class 11:10 - 11:58
Period 6 *	Class 11:54 - 12:42
	Lunch 12:02 - 12:42
Period 7	12:46 - 1:34
Period 8	1:38 - 2:27

* Students will have lunch during period 5 or 6 depending on their schedule

PRINCIPAL'S WELCOME

We want to welcome all Black Mountain Middle School students to the 2007-2008 school year. This year will be a fun, challenging and unique experience for you. You have a chance to learn new curriculum, experience new teachers, have fun with old friends and make new ones. As you begin this school year and settle into the routine of doing homework, projects and study for tests, please revisit this handbook. It offers information, suggestions and tools that are designed to help make you more successful in school.

I hope that you also understand how important each and every one of you are in creating the culture at Black Mountain. If you are kind and respectful then others will tend to treat you in the same way. Seventh and eighth graders have an additional responsibility to treat students new to Black Mountain the same way they would want to be treated. I have not met a student who did not want to feel safe and accepted at school. Do your part to create this culture by showing respect and being kind to others.

Please read and re-read the Raider Reminder throughout the year to remember what you need to do to be a successful and responsible student. Our entire staff looks forward to getting to know all of you and making Black Mountain a great experience .

The BMMS Raider Reminder is part of our school organization/study skills curriculum. Each student receives one Raider Reminder free and is required to have and use it for every class. If a Raider Reminder is lost or misplaced for any reason, the student must replace it. Raider Reminders are available in the student store for \$5.00.

TEACHER VOICE MAIL		
Subject	Teacher	Number

TEACHERS' EMAIL ADDRESSES	
Name	Email

IMPORTANT DATES

August 22	First day of school
September 3	Labor Day – No School
September 28	Prof. Growth – Non Student Day
	Parent Conferences – Non Student Day
	Parent Conferences – Non Student Day
November 12	Veteran’s Day – No School
Nov. 19-23	District Recess – No School
Dec. 24-Jan. 4	Winter Break – No School
January 21	Martin Luther King – No School
January 22	Prof. Growth – Non Student Day
February 18-22	February Break – No School
April 7-11	Spring Break – No School
May 26	Memorial Day – No School
June 2-5	Finals Week
June 12	Last Day of School / Promotion

GUIDING PRINCIPLES

It is expected that all members of our learning community make decisions using:

- | | | |
|-------------------|-------------------|-----------------------|
| <i>Respect</i> | <i>Honesty</i> | <i>Responsibility</i> |
| <i>Courage</i> | <i>Humanity</i> | <i>Integrity</i> |
| <i>Initiative</i> | <i>Compassion</i> | <i>Perseverance</i> |

SIX PILLARS OF CHARACTER

- Trustworthiness*
 - Be honest; don’t deceit, cheat or steal
 - Be loyal – stand by your friends, family, and community
 - Be reliable – do what you say you’ll do
 - Have the courage to do the right thing; build a good reputation
- Respect*
 - Treat others with respect; follow the Golden Rule, be tolerant of differences
 - Use good manners, not bad language
 - Be considerate of other people’s feelings
 - Deal peacefully with anger, insults and disagreements, don’t threaten, hit or hurt anyone
- Responsibility*
 - Do what you are supposed to do
 - Persevere; keep on trying; always do your best
 - Use self-control; be self-disciplined
 - Think before you act – consider the consequences; be accountable for your choices
- Fairness*
 - Play by the rules; take turns and share
 - Be open-minded; listen, don’t blame carelessly
 - Don’t take advantage of people’s mistakes or weaknesses
- Caring*
 - Be kind; express gratitude
 - Forgive others; help others in need
 - Be compassionate and show you care
- Citizenship*
 - Cooperate; be a good neighbor
 - Stay informed; vote; protect the environment
 - Obey laws and rules; respect authority
 - Make your school and community better

GRADING PERIODS AND STUDENT MARKS		
Trimester 1		
Progress Report		
Report Card		
Trimester 2		
Progress Report		
Report Card		
Trimester 3		
Progress Report		
Report Card		

BLACK MOUNTAIN MIDDLE SCHOOL BINDER & SUPPLY LIST

Black Mt. Middle School has adopted a standard approach for students and their school binder. Students should use this ONE binder to hold information for ALL of their classes.

Binder

- 2"-3" 3-ring or D-ring binder

Binder Contents:

- at least 6 tabbed dividers
- a supply of lined notebook paper
- a supply pouch OR a supply box with supplies (see next column)
- two pocket folders (for things that can't be hole punched)
- a small supply of clear sheet protectors
- Raider Reminder

Required Supplies:

- 2 blue or black pens
- 2 pencils (mechanical are fine)
- 2 other pens of different color (green, red, purple etc.)
- ruler
- calculator
- colored pencils/markers
- highlighter (2 colors)
- scissors
- pencil sharpener (with cover)
- glue stick
- 3 hole punch (optional)

LEARNINGPOINT & YOU

How to Log-in:

Go to the learningpoint website at

www.learningpoint.org

On the right side of the page you will see the log-in screen. Follow the directions on the screen

Welcome to our Classroom Portal Site. Each teacher has an electronic classroom and each student has a login to this system. Our login method is:
Username: full student ID
Password: last name in lower case

Students have the ability to reset their password. If a password reset is needed, please submit a request to www.lphelp.info

Username:

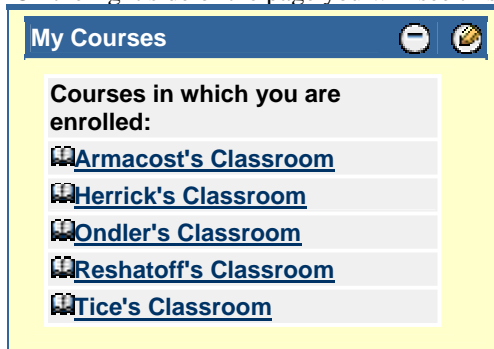
Password:

[Forgot your password?](#)

Login

How to check Grades:

On the right side of the page you will see this:



Click on the course you want to view.

To check your grades:

When you get to the class page, look at the left column and click on grades. You will be directed to a page that should look similar to this:



Grades



Current Grades



Final Grades First Trimester

[Grades1.zip](#) (Package File)



2nd Trimester grades

[Grades 2.zip](#)

Click on your course.

On the next page you will see a number of classes listed. Find your class period and type your GRID (Grade ID) number in the appropriate period. Click enter. Your grades will appear!

Black Mountain Middle School
9353 Oviedo Street
San Diego, CA 92129
858-484-1300

EB 13
EB 12

EB 19
EB 18
EB 17
EB 16
EB 15
EB 14

EB 11

802
801

804
803

806
805

808
807

810
809

501 Girls' PE and Locker Room	502 Boys' PE and Locker Room
Dance and Weight Room	

308	307	306	305
309		304	
301	302	303	

Staff (M)
Restroom
Boys'
Restroom

401	409	407
402	408	406
403	404	405
		Girls' Restroom

Student
Store

Student
Lunch
Area

Bike
Area

Staff Lunch Room	Kitchen
	604
602	603

Quad

207	206	205	
208		204	
201	202	203	

Girls'
Restroom
Staff (F)
Restroom

706	705	704
Counseling		
701	702	703

	LRC	Office
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107	106	105	
	108	104	
101	102	103	

Boys'
Restroom

Psychologis

ACADEMIC HONESTY POLICY

The Governing Board believes that academic honesty and personal integrity are fundamental components of a student's educational experience. The Board expects that students will demonstrate acts of academic honesty at all times and will not engage in acts of:

- cheating on tests
- fabrication/falsification
- forgery
- unauthorized collaboration
- plagiarism
- theft-alteration of materials or equipment

The Board intends that the District data network, Internet, and other on-line resources provided, be used to support the instructional program and further student learning. Users of the District's computing and network resources are required to use such resources responsibly, ethically, and in compliance with usage agreements outlined in District policy.

Disciplinary actions for violations of the rules of the academic honesty policy may range in severity and will be appropriate to the situation.

1st Offense will result in:

1. Referral to assistant principal.
2. Parent conference/contact by teacher.
3. '0' on the assignment or test.
4. **"Unsatisfactory"** grade in citizenship for the remainder of that progress notice or report period.

2nd Offense will result in:

1. Referral to assistant principal.
2. Parent conference with teacher and assistant principal.
3. '0' on the assignment or test.
4. **"Unsatisfactory"** grade in citizenship for the remainder of that progress notice or report period. This results in student being ineligible for activities for next six-week grading period.
5. Removal from any and all elected or appointed leadership positions for the remainder of the school year.

3rd Offense will result in:

1. Referral to the assistant principal.
2. '0' on the assignment or test.
3. **"Unsatisfactory"** grade in citizenship for the remainder of that progress notice and trimester grade.
4. ISS/Suspension.
5. Parent/teacher conference with an administrator.

Parent Signature

AFTER SCHOOL ACTIVITIES

We encourage students to become actively involved in school activities. Dances, lunchtime events, Spirit Days, food drives, after school clubs and sports, and other activities are scheduled throughout the year. Students with U's in citizenship and/or work habits (see rubric p. 11) during any grading period and/or excessive discipline referrals may be ineligible and excluded from specific activities.

Students participating in an activity may ride the activity bus home at 3:25PM if he/she is an eligible bus rider. Students staying after school to watch an activity or event must remain in the area in which the activity is being supervised. Students are not allowed to loiter on the school campus at any time.

ASSOCIATED STUDENT BODY (ASB)

The Associated Student Body (ASB) works in cooperation with school leadership organizing student activities and raising/using funds for the student activities.

The student body elects seventh and eighth grade ASB officers each spring for the coming year. Sixth grade officers are elected at feeder school sites. There are eight council member positions for each grade level. As part of ASB, council members enroll in the ASB Leadership class for the year.

ASB officers must adhere to the Academic Honesty Policy, the BMMS Code of Conduct, and may be subject to dismissal from ASB upon a second offense. Students eligible to run and remain in the class must:

- Maintain a minimum 2.0 grade point average (GPA)
- Maintain satisfactory work habits and citizenship (not fall below an S for citizenship or work habits for more than one 6 week grading period).
- Obtain approval from two of your teachers
- Obtain permission from your parents

ATTENDANCE POLICY

Successful school progress is dependent upon regular attendance. Excused absences are those resulting from illness, medical/dental appointments, court appearances, or death in the immediate family. All other absences are considered unexcused. Financial assistance to our school is adversely affected by unexcused absences.

For each day of absence, the student is granted an equal number of days to make up the work. Parents should request assignments from the attendance desk for students who are absent three or more days. Assignments may be picked up between 2:30-4:00 p.m. on the day of the request at the attendance office. You may also check for assignments through Learning Point or teacher email.

- **Off Campus Independent Study Contracts:**

When a student will be absent five days or more for personal or vacation reasons, an OCIS contract must be completed. Students must notify the Attendance Office and teachers at least **THREE** days prior to the absence. All work must be turned in **the day of return to be an excused absence.**

- **Early Release:** If you need to pick your child up from school before the end of the day, **please send a note to the office before school on that morning**, specifying the time you will pick them up so that we can have them in the office waiting for you. If you determine during the day that you will need to pick up your child early, please call 484-1300, Ext. 3906, as soon as possible. This will prevent delays for you (such as trying to find your child while at lunch) and will help us minimize interruptions to the learning environment.

- **Notifying the School of your Child's Absence:** **Call the 24-hour attendance hotline at 484-1300, Ext. 1, to report a student's absence.** Unless notified of your child's absence by 9:00 AM, we will call to verify that the parent is aware the student is not in school. If the parent is unable to call the school, a signed and dated note stating the reason for the student's absence should be sent on the day of the student's return. State law requires that all student absences be verified by a parent or guardian.

1. Students arriving late to school must report to the Attendance Office with a note from a parent or guardian explaining the reason for arriving late. These notes are to be taken to the Attendance Office for verification, ***NOT*** to the first period teacher. Parents may excuse up to three tardies per semester, after which students will be assigned detention for each tardy.
2. Students tardy to class will be assigned a detention by the teacher to be served the next day.
 - a. A detention slip is given to the student with a duplicate copy sent to the office.
 - b. Students with more than six tardies will be referred to the Assistant Principal for disciplinary action which may include additional detentions and the loss of privileges.
 - c. 3. Students staying after class for any reason must obtain a pass to their next class which states the exact time they left before going to their next class.
4. Students must attend school the day of an after school activity in order to attend the activity.

<p style="text-align: center;">CODE OF CONDUCT Basic Rights</p>

The following criteria apply at school and to all school-related activities:

- Each student has the right to learn.
- Each teacher has the right to teach.
- Students, staff, and parents have a responsibility to support learning.

We believe all students can behave at school and have the responsibility to behave in a manner that neither prevents teachers from teaching or students from learning, nor violates the interest of any individual in the school community. Positive rewards are emphasized for students who observe school-wide, and classroom rules. Negative consequences occur if a student breaks a rule. The administration and teachers explain Black Mountain's Progressive Discipline Plan to all students. Parents are expected to review this plan with their student.

School-wide Discipline Rules

1. Respect the rights and property of others.
2. Follow directions from staff members the first time.
3. Dishonest behavior (lying, cheating, forgery) is not tolerated.
4. Appropriate language must be used at all times.
5. Maintain a safe and clean environment.
6. Gang-like behavior or apparel is unacceptable.
7. Students should be in their assigned classroom when the tardy bell rings.
8. No gum chewing on campus. Students who chew gum will be issued an after-school detention.
9. No spitting
10. Students may not sell any items on campus.
11. Students are not permitted to possess permanent markers on campus (Sharpies.)

Cell Phones

The Black Mountain Middle School parents, students, and staff adopted the following guidelines in an effort to maintain a safe learning environment that preserves instructional time.

1. Phones must remain off during school hours, 7:35-2:27 p.m. (including field trips) and when students are on a school bus.
2. Phones must remain concealed and turned off during school hours.
3. Cell phones may be used **only** before/after school hours in front of the school.
4. Violation of the cell phone policy will result in confiscation of phone by school staff. The phone will be held for parent/guardian pick-up. A referral will be made to the Assistant Principal for each offense. Progressive discipline will be used for repeated offenses. Repeated violations of phone policy may result in permanent loss of phone privileges on

campus. Refer to Progressive Discipline chart.

5. Owner will maintain financial responsibility for loss or damage of cell phone.
6. If phone has camera, please refer to page 5 "Prohibited Items".

Challenge of Authority

Direct challenges or verbal abuse toward any staff member on campus or at any school-related activity will result in disciplinary action. If the challenge or verbal abuse is considered a threat or results in bodily harm to a staff member, disciplinary action could result in arrest with possible expulsion from the PUSD.

Display of Affection

- Inappropriate displays of affection are not allowed at school or during any school-related activity.

Inappropriate displays of affection include, but may not be limited to:

- intimate embrace
- intimate touching
- kissing
- hand holding

Dress Policy

The purpose of the BMMS dress policy is to advocate a successful, respectful and safe learning environment for all staff and students. The enforcement of this dress policy is the responsibility of all BMMS staff members. Students violating the dress policy will be subject to disciplinary action and will call home, explain the violation, borrow clothes from the office, and serve a detention. Progressive discipline will be followed for subsequent violations.

- Attire will not advocate alcohol, drugs, or tobacco, violence, sex, or gangs.
- Wallet chains are not permitted at school.
- Footwear must be worn at all times on campus.
- Pants are to be worn at the waist. Oversized pants and/or dangling belts are not allowed
- Suggestive or revealing clothing is not suitable for school. Strapless or thinly strapped shirts are not appropriate for school. Undergarments or midriffs must not show at any time.
- Skirts are to be finger tip length when arms are straight at the side.
- Shorts are to be at least to the fist when arms are straight at the side.
- Baseball caps or hats must remain the way they were purchased, and be worn with the brim facing forward. No alterations may be added. Hats and hoods may be worn outdoors only.
- Bandanas are not permitted.
- Student appearance, including makeup, piercings, or jewelry, may not cause distractions or safety concerns in any way to the school environment.

Parent Signature

Explosives, Weapons, and Related Devices

- Any student found in possession of firecrackers or any other explosive device or found setting fires will be subject to suspension with consideration for expulsion.
- Any student found guilty of setting off an explosive device will be suspended and/or recommended for expulsion.
- Any weapons or simulated weapons brought on campus will be confiscated. The result could be possible arrest, prosecution, and/or expulsion. This includes air-powered guns, BB guns, paintball guns, water guns, etc.
- All types of knives and similar sharp or pointed objects, regardless of length, are considered weapons and may not be brought on campus. Disciplinary action including suspension and/or expulsion will occur.
- A student discovering inadvertent possession of a dangerous object should immediately self-report such possession to a staff member in order for optimal consequences to be considered.

Fighting at School and/or Promoting a Fight

Fighting is a suspendable offense. It is important to know that students who provoke other students to fight will also be disciplined. This may include students "cheering" students they see fighting or pressuring another student to fight. If a student sees a fight about to erupt or in progress, the student should find a staff member or adult to help.

Gambling

Gambling in any form is prohibited by law. Therefore, card playing, pitching coins, and any other form of gambling will result in disciplinary action.

Harassment - Verbal and Physical

Harassment directed toward any person is illegal and will not be tolerated.

- Verbal
- Written
- Physical

Harassment - Racial/Ethnic/Social

Pursuant to law, racially oriented comments or conduct derogatory to a particular group constitutes harassment in the education setting. Specifically, this harassment may occur as verbal or physical annoyance or distractions to deliberate intimidations and/or threats.

Socially oriented offenses will not be tolerated. Any action, comment, or remark, which may provoke a violent reaction from another, is forbidden by law and subject to disciplinary action which may include arrest, suspension, and/or expulsion.

Harassment - Sexual

The Poway Unified School District recognizes that harassment on the basis of sex or gender is a violation of

Federal and State discrimination laws as well as District Policy and Administrative Procedures. The District is committed to providing students with an academic environment free from sexual harassment, and will not tolerate such conduct on the part of any District employee, student, or other person at school or at a school sponsored activity.

Any person with a complaint of sexual harassment suffered by a student should implement the complaint process contained in the administrative procedures. **Retaliation or reprisals for reporting any incidents of sexual harassment, making any complaints, or being involved in the investigation process, are not permitted and will not be tolerated.**

The Poway Unified School District strictly prohibits harassment based upon gender or sex, against any student in the educational environment. Prohibited sexual harassment includes unwelcome conduct based upon sex or gender by someone who is of the opposite or same gender, a fellow student, a teacher or other employee of the District, a District administrator, or any other person, within the school, school environment or school sponsored activity.

The law defines “sexual harassment” to mean unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the educational setting, under any of the following conditions:

1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual’s academic status or progress; or
2. Submission, or rejection of, the conduct by the individual is used as a basis of academic decisions affecting the individual; or
3. The conduct has the purpose or effect of having a negative impact upon the individual’s academic performance or of creating an intimidating, hostile or offensive educational environment; or
4. Submission to, or rejection of, the conduct by the individual is used as a basis for any decision affecting the individual regarding benefits and services, honors, programs or activities available at or through the educational institution.

Examples of unwelcome conduct which may be sexual harassment include, but are not limited to, the following:

1. Deliberate written or oral comments, gestures, or physical contacts of a sexual nature or demeaning to one’s gender which are unwelcome or interfere with school productivity;
2. Implicit or explicit sexual behavior by a fellow student, District employee, or other person within the school environment which has the effect of controlling, influencing, or otherwise affecting the school environment;
3. Unwelcome suggestive, vulgar, or obscene letters, notes, posters, calendars, or other visual products, or

derogatory comments, slurs, and/or jokes of a sexual nature.

Retaliation: The Poway Unified School District strictly prohibits any retaliation and attempts or threats to retaliate against anyone for filing, reporting, pursuing, or participating in a complaint of sexual harassment, or for being a witness or helping in any other way relating to a complaint, potential complaint, or investigation of alleged sexual harassment. Any person who retaliates or attempts to retaliate in violation of this prohibition may be subject to discipline whether or not sexual harassment actually occurred and independently of this Administrative Procedure. Anyone with a concern that retaliation is or may be occurring is encouraged to contact the person investigating the charge of sexual harassment or the principal, assistant principal, or the District’s Title IX Coordinator.

False Claims: No one shall file any claim of sexual harassment knowing it to be false, and no one shall provide any knowingly false information in a sexual harassment complaint or investigation. Anyone violating this prohibition may be subject to disciplinary action independently of this Administrative Procedure.

Hazing

California State Law strictly forbids hazing or any form of initiation, which is degrading. No student shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation, or disgrace resulting in physical or mental harm to any fellow student or other person. Persons violating this policy shall be subject to district discipline, misdemeanor penalties and forfeiture of entitlements.

Illegal Substances

Illegal substances are forbidden on campus. Students found in possession of, using, or transferring drugs, alcohol, or controlled substances are subject to discipline consequences according to School Board policy and CA Ed. laws.

Littering

Students caught littering will be assigned trash cleanup detail, lunch detention, after-school detention, or ISS.

Nondiscrimination Statement

District programs and activities shall be free from discrimination with respect to gender, race, color, religious, national origin, ethnic group, marital or parental status, and physical or mental disability. Character defamation and racially oriented offenses will not be tolerated and are subject to strict discipline.

Profanity, Vulgarity, or Obscenity

Use of profanity, vulgarity, negative name calling or obscenity is offensive to good taste and will not be accepted or tolerated at school or at a school activity. These actions are a statement of disrespect and because they often precede serious conflict, such behavior is not

tolerated at Black Mountain Middle School. Disciplinary action will result should a student use this type of language.

Prohibited Items

All electronics such as cameras, video cameras, iPods, MP3 players, as well as rollerblades, skateboards, bikes, laser pens, aerosols, liquid correcting fluid, are prohibited on campus. Items will be confiscated and available for pickup by the parent. Repeat offenders will be subject to disciplinary action. The transportation department will not transport large stereo players, and similar equipment on their buses during home-to-school and school-to-home routes.

Smoking

State law prohibits students from smoking or using any tobacco or nicotine products on school grounds or while under the supervision of school authorities. Possession of tobacco and/or nicotine products is also a prohibited act. First violation will be suspension; second violation suspension and fine. Lighters and matches are also prohibited; students in possession will be disciplined.

Theft and Property Destruction

Theft and property destruction may result in police action and possible prosecution. Restitution must be made and disciplinary action will be taken. The parent or guardian is legally responsible to pay for any losses due to proven theft by the student or damage of public property caused by the student.

COMPUTERS

Students may only use computers for academic purposes per PUSD Acceptable Use Policy (3.39.1), which every student and parent signs at the beginning of the school year. Please adhere to the following rules when using a school computer:

- Do not move or change any item on the computer or alter the desktop/computer settings.
- All disks/portable drives brought from home must be virus scanned before use on school computers.
- Follow copyright guidelines when using the internet and online resources.
- You must have permission to use email and only school related documents may be transmitted.
- Do not play games, use chat rooms, or download programs/software/music files.
- Do not eat food, chew gum, or drink liquids, including water in the computer labs/library.

Violation of the Acceptable Use Policy may result in student's loss of computer privileges.

CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR

Detention

Detention operates after school and/or at lunch, and is usually served the following day it is given. Failure to serve detentions will result in more serious consequences.

Under California law, California schools may detain a student for up to one-hour (60 minutes). Reference California Education Code Section 44807.5 and California Administrative Code Title 5, Section 353.

Other Consequences

Other consequences may be invoked when deemed appropriate including the following:

- Student initiated call to parents informing of referral.
- Student sent to another teacher's classroom.
- Exclusion from school activities.
- Referral to school counselors.
- Guidance council or Academic Performance Council
- Parent accompanying student to class.
- Program reevaluation.
- Referral to School Attendance Review Board (SARB).
- Informal/formal use of task force officer from San Diego Police Department.
- In School Suspension
- Expulsion.

Classroom Discipline Policies

Teachers have standard classroom discipline plans in their classrooms stating classroom rules and consequences for positive and negative behavior. Each teacher at the beginning of the school year reviews this plan with students.

COUNSELING

By following the National Standards for School Counselors, the Black Mountain Middle School Counseling program focuses on the Academic, Personal / Social, and Career Development of all of our students. Counselors are available to help students with personal concerns, peer relationships, academic success and career education. We provide a variety of services for students including:

- Classroom Guidance Lessons
- Support Groups
- Peer Mediations
- Individual counseling
- 7th grade Academic Reviews
- Parent / Teacher / Student meetings

Students may see their counselor upon request, appointment slips may be obtained from the counseling office before school, during lunch and after school.

Counselors are usually able to send for the student the day of the request.

Schedule Change Policy: Scheduling errors are the only reasons for a class change. Students with a scheduling error, such as having two math classes and no science class, should complete the request to see counselor form in the counseling office. The counselors will send for students as soon as possible to correct the scheduling error. P.E. and lunch changes will only be made upon receipt of written requests from a doctor.

If you have additional questions or would like information about additional counseling referrals, please call 484-1300 ext 3917 or view our website link on the BMMS homepage

ELIGIBILITY STANDARDS

Each year Black Mountain Middle School plans a variety of co-curricular and extra-curricular activities in which we encourage students to participate to develop a personal sense of “connectedness” to school. Activities include, but may not be limited to, assemblies, air band competition, dances, club events, and end-of-year trips. Students must meet the eligibility standards listed below to participate in activities.

Students are eligible if:

- All conduct/citizenship and/or work habits marks on progress reports/report cards are “N” or better
- All financial obligations are paid in full (library fines, band/choral fines, PE fines, ballroom fines, Student Service lunch loans)
- Discipline record meets standards set below

Academic and Behavior Standards

- Any “U” in “conduct/citizenship” and/or “work habits” on progress reports or report cards will forfeit student eligibility for the next grading period.
- Any **discipline referral** resulting in **four or more consecutive After School detentions, In-School Suspension, or Suspension** will forfeit student eligibility (loss of privileges) for the current six-week grading period.
- All financial obligations are to be paid in full for students to remain eligible.

Any student receiving a “U” on the third trimester report card may be placed on the ineligibility list for the first grading period of the next school year. A student receiving a discipline referral at the end of the third trimester resulting in four or more consecutive After School detentions, In-School Suspension, or Suspension may be placed on the ineligibility list for the first grading period of the next school year.

Promotion Ceremony: Students must have a minimum 1.50 grade point average for their 8th grade year to participate in the promotion ceremony. Students at or

below 1.5 G.P.A. will be reviewed by the Academic Performance Council.

Competitive Sports / Public Performance Activities:

Students must maintain a 2.0 grade point average to participate in public participation activities. If under a 2.0 G.P.A. at the twelve-week grade report, students will be placed on probation for next twelve-week grading period. If students do not obtain 2.0 grade point average by the end of the next twelve-week grading period, students will be ineligible to participate in competitive school sports and/or public performance activities.

Any student not maintaining a 2.0 grade point average on third trimester report card:

- *Will be placed on probation for the first twelve weeks of the next school year, if not previously on probation or ineligible.*
- *Will be ineligible to participate for the first twelve weeks of the next school year, if previously on probation or ineligible.*

Students demonstrating unsatisfactory behavior may be considered ineligible for any activity at any time by administration. Individual student eligibility may undergo review at any time at administrator’s discretion.

EMERGENCY DRILLS

According to State and district policies, emergency drills will be held for lockdowns, fires, and earthquakes. These drills require student cooperation in following drill procedures. **In case of a real life-threatening emergency, parent/guardian/designee must show proper identification to pick up student(s).** Students will be assembled in a designated area and released by school personnel.

HEALTH OFFICE

Students must have a hall pass from a staff member before going to the Health Office. The health technician should be kept informed of any special health matters.

We are not permitted to dispense any medications, **prescription or over the counter** to a student without a signed note from his/her parent AND DOCTOR. All medication must be kept in the **health office**. After the required forms are brought to school, a responsible person should bring the prescribed medication in a labeled prescription container to school. Students are not allowed to bring or carry the medication with them. This applies to all over-the-counter medications including aspirin, ibuprofen, and cold medications. It is the responsibility of the student to come into the office and take his/her medication as needed under the supervision of office personnel. Students with minor injuries, such as scratches, may obtain bandages from classroom teachers.

LEARNING POINT

Many teachers communicate with parents and students about homework, class progress and grades through www.learningpoint.org. To use:

1. Go to www.learningpoint.org.
2. Username: enter your child's full student ID number
3. Password: enter your child's last name in lower case letters
4. Progress reports will be posted each trimester.

LIBRARY

The library provides access to a variety of print and electronic resource materials. Computers are available for student use, and printing costs 10¢ for black and white or 25¢ for color. The BMMS Library is open daily on school days according to the following schedule:

Monday: 8:40 AM - 3:30 PM

*Open 5th Period Lunch only every other

Monday

Tuesday: 7:20 AM – 3:30 PM

*Open 6th Period Lunch only

Wednesday: 7:20 AM – 3:30 PM

*Open 5th Period Lunch only

Thursday: 7:20 AM – 3:30 PM

*Open Both Lunch Periods

Friday: 7:20 AM – 2:45 PM

*Open Both Lunch Periods

In order to facilitate all students' use of the library, certain standards of behavior are expected and enforced.

- Students must behave in a manner that allows everyone to work productively. Students disturbing others or behaving inappropriately will be asked to leave the library.
- Students are to treat all library materials with respect and care. Fines are issued when school property is damaged or lost.
- Students must have their current BMMS ID card in order to check out any book.
- Eating, drinking, and gum chewing are never allowed in the library.
- Students with library obligations greater than 2 weeks overdue may be placed on the ineligibility list for assemblies and other activities.

LOCKERS AND LOCKS

Lockers are issued for the convenience of students. They are the property of the school. Students may be held liable for any damage to lockers. Lockers will be issued to all students at the beginning of the school year.

The school and District do not have any liability for articles placed within the locker. The school is not responsible for any materials lost or taken from lockers. Articles within the lockers are the sole responsibility of

the individual who has been assigned the locker. Students found to be writing on or defacing lockers will be subject to disciplinary actions such as cleaning off lockers, detention, or suspension. Defacing lockers is considered vandalism, and restitution must be made. Lockers may be searched at any time by BMMS administration.

Combination locks are available for purchase from the office and may be used for the three-year period students are at BMMS. The cost is \$6.00 for a new lock, \$2.00 for a used, if available. **ONLY THESE LOCKS MAY BE USED ON STUDENT LOCKERS.**

LOST AND FOUND

All clothing articles found at BMMS are placed in a box outside the Health Office. Jewelry and other valuables are in the Attendance Office.

LUNCH

By law, lunch is served EVERY school day. Students may purchase a full lunch for \$2.25 (price subject to change). Juice is available at an additional cost. There are 3 a la carte lines and 2 campus carts for students to purchase individual food items in addition to two lunch lines for students to purchase a full lunch. Once students have finished eating their lunch, they may leave the eating area, check out equipment and play on the courts or on the grass. The ball attendant will specify which area(s) the students may use during lunch. (This depends on the activities of the PE department.)

Lunch Rules:

1. Always walk.
2. Use good table manners; leave area clean and neat.
3. Respect boundaries; stay within red lines.
4. Keep food and drink inside red line areas.
5. Lockers are off limits during the lunch periods.
6. Quietly, wait your turn in lunch lines.
7. Use restrooms in the 400 and 500 buildings.

Student Pre-payment Account: Students can pre-pay for full lunches or a la carte items. Pre-paid money is deposited into the student's account. Students purchase lunch using their "PIN" number on their account. To pre-pay for lunches, checks made out to BMMS should be turned into the Attendance Office (not the cafeteria) no later than third period. Parent may check student lunch accounts on line at www.mylunchmoney.com you may also pre-pay for lunches with a credit card at this website.

MEDICAL EXCUSES

Sometimes a doctor or parents wish to request that a student be excused from class activities for medical reasons. If you have any condition that prevents you from participating in school activities, please bring a note from your parents or doctor and give it to your teachers. For additional information regarding medical excuses and P.E., please see the PHYSICAL EDUCATION section.

NEED TO GET SOMETHING TO YOUR STUDENT?

Any items that parents need their children to receive must be left with the front office. Students will be notified that they have an item/message to pick up. Notices are sent prior to lunch and during the last period of the day.

PASSES

Students are required to have an approved BMMS hall pass in their possession any time they are outside the classroom during class periods.

PHONE CALLS

Students needing to make an emergency call home must ask permission from the front office. There are several phones that

Telephone messages for student(s) **will not be taken unless there is an emergency**. Please discuss medical appointments, pickup times, and other non-emergency information with your student(s) before school.

PHYSICAL EDUCATION

<http://powayusd.sdcoe.k12.ca.us/pusdbmms/athletics>

Physical Education is a required course in California (Reference California Ed Code 8571); a passing grade is necessary.

Excessive non-suits represent the single largest reason students fail physical education. Students are offered the opportunity to make up non-suits after school during the last four days of the grading period.

Each instructor grades each student in the following areas:

- The mastery of skills taught in each sport unit
- Fitness as measured by standardized tests (California Physical & Health Related Fitness Test)
- Daily participation
- Related fitness measurements

Students may purchase clothes either in the student store or in the coach's office during their PE classes. Make all checks payable to Black Mountain Middle School. PE uniforms are sold as a package or as separate items. All prices include tax. Current prices are posted on our web site.

PE Excuses: All students are required to participate in PE activities unless they are excused. Excuses include:

1. **Notes from home** must be dated, state the reason for excuse and number of days (**maximum of three days**), include a phone number, and be signed by a parent or guardian.
2. **Doctor's excuses** must be from a doctor and will be honored for as long as the doctor designates. Remember to ask your physician for an excuse when ill or injured. Student may not return to activity prior to date on physician's original note without a second note authorizing activity. Long term medicals may require alternative plans for the student in PE.

PE Lockers and Locks: Before a gym locker will be issued to a student, he/she must purchase a red American combination lock sold at school for \$7.00 (NO KEY LOCKS ALLOWED). Used locks (while supply lasts) are \$3.00. Each lock is engraved with the student's name. This process eliminates many locker room problems such as forgotten combinations, lost locks, etc. **LOCKERS MUST BE LOCKED AT ALL TIMES. VALUABLES SHOULD BE LOCKED IN LOCKERS AT ALL TIMES.**

Please check our web site for more information.

REPORT CARDS

Report cards are issued every twelve weeks. Trimester ending dates are published in PTSA newsletter, in the Raider Reminder and on the BMMS website. Progress notices are issued at approximately the sixth week of each trimester. These are hand carried home, signed by a parent, and returned to school. **Grade concerns should be addressed with the teacher.**

SCHOOL CALENDAR

Holidays, activities and special school events are announced in the monthly PTSA Newsletter and on the BMMS web site.

STUDENT SERVICES

BMMS offers many programs designed to support students in their academic, social and emotional growth.

Before School Program: Students arriving between 6:00 and 7:15 a.m. may participate in the before school program. Supervision and snacks are provided during this time.

After School Activities: Student Services provides a variety of after school activities including tutoring, Power Hour, and clubs.

Student Services Continued...

Guidance Councils: are conferences where the student's teachers, parent(s), and counselor meet with the student to discuss concerns regarding the student's performance. A plan of action for student success is then developed.

Natural Helpers: volunteer time to talk with their peers and assist at school functions. BMMS students provide an introduction to new students and bridge the transition into the school community. These students additionally volunteer time to assist at school functions.

Parent Volunteer Opportunities are coordinated through the PTSA and SSC. Select from a multitude of opportunities to be involved at BMMS. Our newest group, Parent Ambassadors, assist in the SSC at lunch and help coordinate special activities on campus.

Power Hour is an after-school homework center where students receive tutoring and assistance from BMMS staff and Mt. Carmel High School students.

PTSA Nights are informational evenings presented by counseling and PTSA for parents and students. Topics include such things as the successful management of homework, ADHD, personality styles, tobacco/drug cessation, and parent/teen communication.

Student Services Center (SSC) is a place for students to receive support in a positive, encouraging environment. Open throughout the school day, SSC provides services including support groups, a parent resource library, tobacco/drug cessation programs, and Power Hour.

Student-to-Student Tutoring is offered through the SSC at \$5 per hour per day. High school and BMMS students with a GPA of 3.5 or higher, support struggling students who request help with homework and long-term assignments. These paid tutors work with students after school in a supervised setting for one hour a day.

TRANSPORTATION

Bicycles: Students who bring their bikes to school must lock them in the bike rack area, which is secured after school begins. Bicycles are not to be ridden on BMMS campus or Sunset Hills campus at any time. BMMS IS NOT RESPONSIBLE FOR DAMAGED OR STOLEN BICYCLES. Skateboards and rollerblades are NOT allowed on campus and will be confiscated.

Buses: It is a privilege, not a right, to ride the bus. Students will obey bus drivers and observe all of the following safety rules in accordance with District Policy:

1. Students must conduct themselves at all times in a manner which shows respect for property and consideration for others. Actions such as littering, spitting, throwing objects at, within or out of the bus,

vandalism, or harassment of others will not be tolerated.

2. Behave in an orderly manner at the bus stop. When you see the bus coming, move back six feet from the stop and line up for loading. Enter/exit the bus in an orderly manner; pushing or shoving on the bus or in line for the bus is not allowed.
3. Animals, birds, reptiles, fish, insects, breakable containers, skateboards, weapons, or any object that could be hazardous will not be transported. Guide dogs are allowed on the bus.
4. Students must remain seated from the time they board the bus until they arrive at their destination and the bus door is opened. Seats may be assigned at any time.
5. All parts of the body must be kept inside the bus.
6. Eating, gum chewing, drinking, and smoking are not permitted on the bus.
7. Avoid touching the emergency exit and driver operated mechanisms.
8. Do not disturb the driver and/or other students. Talk quietly; make no unnecessary noise. Be absolutely quiet when approaching and crossing railroad tracks.
9. Profanity, vulgarity, and obscene gestures are not permitted.
10. Students must be fully attired, including shoes. Spiked or cleated shoes shall not be worn.
11. Bus passes, tickets, or fees must be displayed each time a student enters the bus. Use the correct, assigned bus.
12. Students are not allowed to cross behind the bus at any time.

Activity Bus: Students are not allowed on the activity bus without an activity bus pass.

Consequences: Failure to comply with these rules of safety may result in the following:

- 1st Offense: Warning
- 2nd Offense: Bus Safety School
- 3rd Offense: 5 school days bus suspension
- 4th Offense: 10 school days bus suspension
- 5th Offense: 40 school days bus suspension
- 6th Offense: bus suspension for remainder of year

VISITORS

For the safety of our students, no student visitors are allowed on campus during the school day or for school dances or activities. **All visitors, including parents, must first sign in at the office for a visitor's pass.**

Parents and/or visitors who wish to observe classes must make advance arrangements with the school.

Relationship Between Problem Area and Disciplinary Action

The chart below indicates the types of disciplinary action that may apply to each problem area. In each instance, a minimum and maximum action is suggested. The range covers suggested action for first occurrences and for repeated occurrences. **See PUSD form PP-003A Rules of Student Discipline (signed by all students and parents)

Situation	Action to be Taken		
	Range	First Occurrence	Repeated Occurrence
Bus Conduct	Minimum	Formal Conference/Detention	Loss of Bus Privileges
	Maximum	Loss of Bus Privileges	Permanent Loss of Bus Privileges
Defiance of Authority	Minimum	Formal Conference/Apology/Detentions	ISS
	Maximum	Suspension/Apology	Expulsion/Apology
Destruction of School Property	Minimum	Warning/Detention	Detention/Campus Work Detail
	Maximum	Campus Work Detail/ISS	Suspension
Disorderly Conduct	Minimum	Informal Conference/Apology/Detentions	Removal from Class/Apology
	Maximum	Detention/ISS	Expulsion
Dress (Inappropriate Clothing)	Minimum	Warning and Change	Detention
	Maximum	Detention	In-School Suspension/Suspension
Drug/Alcohol Sales/Transfer**	Mandatory	Suspension/Transfer	Expulsion
Drug/Alcohol/Under the Influence**	Mandatory	Suspension/Transfer	Expulsion
Cellular Phones	Minimum	Confiscation	Detention/ISS
	Maximum	Suspension	Suspension
Explosive Devices	Mandatory	Suspension and/or Expulsion and Police Report**	
Extortion/Robbery	Mandatory	Suspension and/or Expulsion and Police Report**	
Fighting/Assault	Minimum	Suspension/Apology	Suspension/Apology
	Maximum	Suspension/Apology	Expulsion
Forgery	Minimum	Detention	Detention/ISS
	Maximum	ISS	Suspension
Gambling	Minimum	Formal Conference	Formal Conference
	Maximum	Suspension	Suspension
Hate Behavior/Harassment	Minimum	Formal Conference/Apology	Detention/Apology
	Maximum	Suspension/Arrest	Expulsion/Arrest
Inappropriate Language/Obscene Act	Minimum	Detention/Apology	In-School Suspension/Apology
	Maximum	In School Suspension	Suspension/Apology
Missing Detention	Minimum	Additional Detentions	Additional Detentions
	Maximum	Additional Detentions	Detention/ISS
Possession of Lighter/Matches	Minimum	Confiscation/Detention	Detention/ISS
	Maximum	In-School Suspension	Suspension
Possession or Use of Tobacco	Minimum	Suspension	Suspension
	Maximum	Citation	Expulsion
Possession/Transfer/Sale of Paraphernalia	Minimum	In-School Suspension	Expulsion
	Maximum	Transfer	Expulsion
Public Display of Affection	Minimum	Warning	Detention
	Maximum	Detention	In-School Suspension
Tardiness	Minimum	Detention	Detention
	Maximum	Detention	Detention/ISS
Theft/Possession of Stolen Property	Minimum	Detention/ISS/SART Referral	Suspension/Apology
	Maximum	Expulsion/Apology/Police Notification	Expulsion/Apology/Police Notification
Truancy	Minimum	Detention	ISS
	Maximum	Detention/ISS/SARB Referral	ISS
Weapons/Dangerous Objects	Minimum	Suspension and/or Expulsion and Police Report	
	Maximum	Suspension and/or Expulsion and Police Report	

**See PUSD form PP-003A Rules of Student Discipline (signed by all students and parents)

Citizenship Assessment Scale

Outstanding (O)	Good (G)	Satisfactory (S)	In Need of Improvement (N)	Unsatisfactory (U)
<ul style="list-style-type: none"> Shows a high degree of self-control -class discussion provides insight -stays on task all the time 	<ul style="list-style-type: none"> Shows a good degree of self-control -class discussion contributes added information -stays on task all the time 	<ul style="list-style-type: none"> Shows acceptable degree of self-control -class discussion is appropriate -stays on task regularly 	<ul style="list-style-type: none"> Shows a limited degree of self-control -class discussion is inappropriate -displays off-task behavior, needs teacher intervention 	<ul style="list-style-type: none"> Rarely shows self-control -makes little attempt to control talking -frequently displays off-task behavior -requires teacher intervention -ethics policy violation
<ul style="list-style-type: none"> Consistently contributes by volunteering to: -provide leadership -take part in class -take initiative to help others -maintain positive relationships with peers 	<ul style="list-style-type: none"> Frequently contributes by volunteering to: -provide leadership -take part in class -take initiative to help others -maintain good relationships with peers 	<ul style="list-style-type: none"> Regularly contributes by: -taking leadership role when assigned -willingly participates in class -helping others when asked -maintaining satisfactory relationships with peers 	<ul style="list-style-type: none"> Contribution is limited or negative due to - disrupting others -engaging in negative peer behavior 	<ul style="list-style-type: none"> Rarely makes a contribution to class -frequently disrupts class discussion -distracts others and/or disrupts the learning environment -routinely engages in negative peer behavior
<ul style="list-style-type: none"> Has an exemplary attitude -is positive and enthusiastic about school -contributes to the benefit of others in the class Always prompt 	<ul style="list-style-type: none"> Has a good attitude -is positive and enthusiastic about school -contributes to the benefit of others in the class Always prompt 	<ul style="list-style-type: none"> Has a satisfactory attitude -is positive about school -makes contributions to the benefit of others in the class Always prompt 	<ul style="list-style-type: none"> Has a poor attitude - contribution to class is disruptive Tardy 3 times (maximum) 	<ul style="list-style-type: none"> Generally has a negative attitude Contribution to class is counter productive Tardy more than 3 times

Work Habits Assessment Scale

Outstanding (O)	Good (G)	Satisfactory (S)	In Need of Improvement (N)	Unsatisfactory (U)
<ul style="list-style-type: none"> Completes and submits all assignments (homework, class work, parent signatures) on due dates 	<ul style="list-style-type: none"> Completes and submits all assignments (homework, class work, parent signatures) on due dates 	<ul style="list-style-type: none"> Regularly completes and submits assignments as required (homework, class work, parent signatures) Completes assignments without prompting 	<ul style="list-style-type: none"> Fails to complete or submit assignments as required (homework, class work, parent signatures) Needs prompting to complete assignments 	<ul style="list-style-type: none"> Frequently fails to complete or submit assignments as required (homework, class work, parent signatures)
<ul style="list-style-type: none"> Follows directions all the time and goes beyond expectations 	<ul style="list-style-type: none"> Follows directions all the time and regularly goes beyond expectations 	<ul style="list-style-type: none"> Follows directions 	<ul style="list-style-type: none"> Often does not follow directions 	<ul style="list-style-type: none"> Fails to pay attention to or follow directions
<ul style="list-style-type: none"> Consistently uses class time wisely Self starter Frequently asks insightful questions 	<ul style="list-style-type: none"> Consistently uses class time wisely Self starter Often asks insightful questions 	<ul style="list-style-type: none"> Regularly uses class time wisely Stays on task Asks clarifying questions 	<ul style="list-style-type: none"> Often does not use class time wisely Requires frequent teacher intervention to stay on task 	<ul style="list-style-type: none"> Does not use class time wisely Needs teacher intervention Does not seek assistance when needed.
<ul style="list-style-type: none"> Always brings required materials to class 	<ul style="list-style-type: none"> Always brings required materials to class 	<ul style="list-style-type: none"> Regularly brings required materials to class 	<ul style="list-style-type: none"> Fails to bring required materials to class 	<ul style="list-style-type: none"> Fails to bring required materials to class
<ul style="list-style-type: none"> The appearance of student's work is outstanding Penmanship is legible Clean and neat 	<ul style="list-style-type: none"> The appearance of student's work is good Penmanship is legible Clean and neat 	<ul style="list-style-type: none"> The appearance of student's work is satisfactory Penmanship is legible Clean and neat 	<ul style="list-style-type: none"> The appearance of student's work needs improvement Penmanship is illegible Not clean and neat 	<ul style="list-style-type: none"> The appearance of student's work is unsatisfactory Penmanship is illegible Not clean and neat
<ul style="list-style-type: none"> Notebooks are organized 	<ul style="list-style-type: none"> Notebooks are organized 	<ul style="list-style-type: none"> Notebooks are organized 	<ul style="list-style-type: none"> Notebooks not organized 	<ul style="list-style-type: none"> Notebooks not organized
<ul style="list-style-type: none"> All textbooks are covered 	<ul style="list-style-type: none"> All textbooks are covered 	<ul style="list-style-type: none"> All textbooks are covered 	<ul style="list-style-type: none"> Textbooks are not covered at all times 	<ul style="list-style-type: none"> Textbooks are not covered at all times