

GLEN EDWARDS MIDDLE SCHOOL

Student ♦ Parent ♦ Teacher

2017-2018 Handbook



Home of the Panthers

MISSION STATEMENT

“The mission of Glen Edwards Middle School is to prepare all students for success in High School and beyond.”

204 L Street, Lincoln, CA 95648

Office (916) 645-6370

24 Hour Attendance Hotline (916) 645-6581

Fax (916) 645-6379

Website <http://gems.wpusd.k12.ca.us>

Principal Stacey Brown

Assistant Principal Josh O’Geen

This Handbook Belongs To: _____

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TEACHERS AND STAFF

Administration Team

Stacey Brown Principal
Josh O'Geen Assistant Principal

Office/Support Team

Jenifer Freymond Secretary
Elizabeth Finn Clerk
Holly Baser Clerk
Elizabeth Morales Health Clerk
Kelle LeBeau Library Tech
Gus Nevarez Custodian
Pat Long Custodian
Ryan Hansen Custodian

Enrichment Team

Tanya O'Geen AVID
Melissa Hargis AVID
Nick Harrigan AVID
Lisa Ward Art
Albert Medina Music
Jason Noonan Technology

Language Arts Team

Wendy Hamasaki Teacher
Emily McKinnon Teacher
Diane Mahan Teacher
Jackie Banderas Teacher
Melissa Hargis Teacher
Dennis Santos Teacher
Nick Harrigan Teacher
Flavia McGinley ELD Teacher

Math Team

Jessica Fernandez Teacher
Heather Ward Teacher
Ryan Smith Teacher
Rick Smith Teacher
Derek Hutchinson Teacher
Kelly Ransford Teacher
Kari Doherty Teacher

Email Addresses

Staff email addresses are the first initial and last name followed by @wpusd.k12.ca.us
For example: the email address for John Smith is jsmith@wpusd.k12.ca.us

Physical Education Team

CJ Nichols Teacher
Sandie Mullen Teacher
Mike Hankins Teacher
Todd Colson Teacher

Science Team

Bill Trueman Teacher
Mike Agrippino Teacher
Afton Stolesen Teacher
Rebecca Simko Teacher
Charles Langston Teacher
Jada Saul Teacher

Social Science Team

Lori Reitman Teacher
Dave Luci Teacher
Tim Kerrigan Teacher
Phil Otte Teacher
Deb Freid Teacher
Travis Hunt Teacher

Special Education Team

Jeff McClaskey Resource
Rachel Scontriano Resource
Pat McAdam Resource
Carol Marinaro Special Day
Sruti Vadgama Instructional Aid
Angie Seay Instructional Aid
Theresa Palos Instructional Aid
Donna Salsberry Instructional Aid
Kristie Fischer Instructional Aid

Support Team

Cecilia Sanchez Parent Liason
Mary Lou Resendes Counselor
Victoria Galvan Psychologist
Pam Getz Speech Pathologist
Michelle Clark Speech Pathologist

Teachers are available to accept phone calls or to meet before school, during their prep period, or after school. Please call or email to schedule an appointment or classroom visit.

**GLEN EDWARDS MIDDLE SCHOOL
REGULAR
BELL SCHEDULE 2017-2018**

6 th Grade
PER 1 8:00 – 9:05 (65 min)
PER 2 9:09 – 10:04 (55 min)
PER 3 10:08 – 11:03 (55 min)
LUNCH 11:03 – 11:38
PER 4 11:42 – 12:37 (55 min)
PER 5 12:41 – 1:36 (55 min)
PER 6 1:40 – 2:35 (55 min)

7 th Grade
PER 1 8:00 – 9:05 (65 min)
PER 2 9:09 – 10:04 (55 min)
PER 3 10:08 – 11:03 (55 min)
PER 4 11:07 – 12:02 (55 min)
LUNCH 12:02– 12:37
PER 5 12:41 – 1:36 (55 min)
PER 6 1:40 – 2:35 (55 min)

8 th Grade
PER 1 8:00 – 9:05 (65 min)
PER 2 9:09 – 10:04 (55 min)
PER 3 10:08 – 11:03 (55 min)
PER 4 11:07 – 12:02 (55 min)
PER 5 12:06 – 1:01 (55 min)
LUNCH 1:01– 1:36
PER 6 1:40 – 2:35 (55 min)

**GLEN EDWARDS MIDDLE SCHOOL
EARLY RELEASE
BELL SCHEDULE 2017-2018**

6 th Grade
PER 1 8:00 – 8:50 (50 min)
PER 2 8:54 – 9:42 (48 min)
PER 3 9:46 – 10:34 (48 min)
LUNCH 10:34 – 11:09
PER 4 11:13 – 12:01 (48 min)
PER 5 12:05 – 12:53 (48 min)
PER 6 12:57 – 1:45 (48 min)

7 th Grade
PER 1 8:00 – 8:50 (50 min)
PER 2 8:54 – 9:42 (48 min)
PER 3 9:46 – 10:34 (48 min)
PER 4 10:38 – 11:26 (48 min)
LUNCH 11:26 – 12:01
PER 5 12:05 – 12:53 (48 min)
PER 6 12:57 – 1:45 (48 min)

8 th Grade
PER 1 8:00 – 8:50 (50 min)
PER 2 8:54 – 9:42 (48 min)
PER 3 9:46 – 10:34 (48 min)
PER 4 10:38 – 11:26 (48 min)
PER 5 11:30 – 12:18 (48 min)
LUNCH 12:18 – 12:53
PER 6 12:57 – 1:45 (48 min)

2017-2018 IMPORTANT DATES

August 17	First Day of School
August 31	Back to School Night
September 1	First School Dance
September 29.....	Fall Picture Retakes
October 20	1st Qtr. Progress Period
October 20	Fall Rally
October 23 – 31	Red Ribbon Week
November 1 – December 1	Canned Food Drive
November 27 – December 15	Giving Tree
December 8.....	Winter Dance
December 13	Winter Band Concert
December 21.....	End of 1 st Semester (2 nd Qtr.)
January 26.....	1st Semester Honors Recognition
TBD.....	Frosh Parent Showcase @ LHS
February 14.....	Valentines Event
March 2	Spring Rally
March 5 - 23	Pennies 4 Patients
March 23.....	3 rd Qtr. Progress Period
March 14	District Band Day
April 27.....	2nd Semester Honors Recognition
May 10	Open House
May 18	6 th /7 th Grade Transition Dance
May 23	Spring Band Concert
June 1	Sunsplash (8 th Grade)
June 4	8 th Grade Honors Breakfast
TBD	8 th Grade Promotion Dance
TBD.....	Promotion
June 7	End of 2 nd Semester (4 th Qtr.)
June 7	Last Day of School

GENERAL INFORMATION

Student Schedule

The daily schedule is divided into six periods, which include language arts, math, science, social studies, physical education, and enrichment/intervention.

Student Materials

- Backpack
- Student Agenda
- 2-inch, three-ring binder
- 70 page spiral notebooks
- Ballpoint pens (blue/black)
- Two pencils with erasers
- Binder paper
- Highlighters (multiple)
- Independent Reading Book
- **Recommended**
 - 5 section pocketed dividers
 - Pouch for pens/pencils
 - Colored pencils or crayons
 - Lined index cards
 - Ruler

Note: Individual teachers may require additional or alternative materials. Permanent pens or markers are not allowed.

Textbooks

Textbooks and library materials issued are the student's responsibility. Students will be expected to pay for any lost or damaged books. Students who do not return library books will not be allowed to check out additional books until books are returned or replacement fees are paid. Students will not be issued report cards and will be denied participation in end-of-year activities (including Promotion activities) until fines are paid.

Homework and Grades

In order for students to be successful, they must complete all class and homework assignments on time with high quality and accuracy. Grades are calculated on the completion and accuracy of class work, homework, projects, quizzes and tests. Grades are computed as follows:

A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	59% and below

Students can expect one hour of homework every night. Homework is an integral part of a student's grade. Families can assist their student by checking the agenda daily for homework assignments and/or the GEMS on-line Parent Portal (Schoology). There is a 10% deduction from homework up to one week late.

If a student is absent for three or more consecutive days, parents may call the office to request homework. Homework will be available in the office to be picked up after 2:35 p.m. the following day. Additionally, it is important to know each teacher's policies and procedures regarding grading, behavior, and classroom expectations.

Progress Reports and Report Cards

Progress reports will be sent home through each student's first period teacher on the following dates during each semester: October 27, 2017 (Qtr.1) and April 6, 2018 (Qtr.3) In addition, grades are available for viewing any time by accessing Schoology.

Report cards are mailed home two weeks after each semester. Students with unpaid fees will receive a letter detailing any debts. The report card will be released once the debt is cleared. Parents should contact the school office if they are not receiving progress reports or report cards.

Parent Conferences

One of the responsibilities of the teacher is to monitor student progress in academics and behavior. If a student is struggling in either area, the teacher may contact you to set up a conference. Parents may also request a conference by e-mailing the teacher directly or leaving a message in the office. The teacher will contact the parent within 24 hours after receiving the message. Back to School Night, Parent Conferences, and Open House are events all parents should plan to attend for essential information related to their child's academic progress.

AVID

Avid is an elective class for students interested in college. The academic expectations are that all assignments will be completed and a minimum 2.0 GPA maintained. Students may be removed from the class if expectations are not met.

Honors Academy

The Honors is an educational program for gifted and high-achieving students. Acceptance into Honors is competitive. Sixth grade band is a requirement for the Honors Academy Students. Academic expectations are that all assignments will be completed and a minimum 2.0 GPA maintained in class. Students may be removed from Honors classes if expectations are not met.

Enrichment Classes

Enrichment classes include technology and art. Students in the 7th and 8th grade have the following elective options (**requires teacher approval*):

- | | |
|--------------------|----------------|
| • Band* | Advanced Band* |
| • Art | Advanced Art* |
| • Computer Science | Yearbook* |
| • AVID* | Broadcasting* |
| • Leadership* | Guitar |

STRIVE

Students will be monitored for grade-level progress in language arts and math. Teachers may temporarily remove a student from their enrichment class to provide language arts or math intervention. Students will return to an enrichment class when adequate academic progress is achieved. Interventions take priority over enrichment classes. Students may be placed in STRIVE at the beginning of the year based upon their prior year grades or at 2nd semester.

ATTENDANCE

Parents, please make a concerted effort to have your child arrive to school on time and attend school for the entire day. Schools receive state funding based on Average Daily Attendance.

To report an absence, call the 24 Hour Attendance Hotline at 645-6581. If phone access is not available, please send a note with the student the first day they return to school. Any absence not cleared within three school days will be marked as unexcused.

When a student returns to school from an absence, they must report to the office before school and obtain an "Admit to Class" slip. Students are not permitted to return to classes without first clearing the absence at the office.

Appointments

If a student needs to check out of school early for an appointment, a note should be brought to the office **before school** to receive an Early Dismissal Slip. This procedure will allow the student to meet their parent in the office without delay. Any student leaving school before the end of the school day with parental permission must be signed out through the front office by the parent, guardian or other adult listed on the student's emergency card.

Travel Study

Travel study during the school year is **strongly discouraged**. Students miss valuable instruction and experiences, which cannot be replaced. Any request for travel study must be made at least two weeks in

advance and a minimum of 5 school days. The student, a parent/guardian, and an administrator must sign the contract. All work is due on the day the student returns to the school office. To qualify for Travel Study, a student must meet academic and attendance requirements. Administration may deny a travel study request if requirements are not met.

Withdrawals/Transfers

In order for all necessary records to be complete, families must notify the Clerk at least two days before a student can withdrawal from school or transfer to another school.

On their last day of attendance, students should report to the office upon arrival to school and obtain a withdrawal form. They will then follow their regular schedule and complete the withdrawal process with each teacher during each class period. *(i.e. return textbooks, library books, PE locks, fees/fines, obtain grades, etc.)*

Final clearance must be made with the Clerk during the student’s last period of the day by turning in the withdrawal form to the office. A forwarding address, with zip code and parent signature must be left and a copy of the withdrawal form will be provided. Failure to do so could result in delayed enrollment into the next school of attendance.

School Attendance Review Board (SARB)

The School Attendance Review Board (SARB) brings together parents, students, school personnel, law enforcement, county probation and other agencies to review cases of students who are referred for irregular attendance. Students and their families are referred to SARB for the following reasons:

1. **Attendance:** The student and family will be summoned to appear before the SARB Board if the student has been declared habitually truant or has excessive absences or tardies. More than nine absences per year is considered chronically absent.
2. **Behavior:** A student who exhibits chronic misbehavior that requires suspension from school for a total of ten school days or more may result in a hearing by the SARB. The administrator may recommend, at any time, that a SARB hearing be convened if a student overtly or flagrantly interfered with the smooth operation of the school or in any way jeopardizes the health or safety of any individual or group.

The Assistant Principal and Attendance Clerk will send information to the student’s home if the student has excessive tardies, excused absences, or unexcused absences. The letters will be sent according to the following guidelines:

Excused for Illness	Action	Unexcused Absence	Action
5 th excused absence	Excused Illness Letter #1	3 rd Unexcused	1 st letter
10 th excused absence	Excused Illness Letter #2	4 th Unexcused	2 nd letter
14 th excused absence	Excused Illness Letter #3	5 th Unexcused	3 rd letter and an SST scheduled
15 th excused absence and each absence thereafter will REQUIRE a Doctor’s Note	No Doctor’s note=unexcused absence	6 th Unexcused	4 th letter; Student Declared Habitual Truant; Referral to SARB Hearing

A SARB hearing results in a contract with the student and family requiring regular school attendance and appropriate school behavior. Violations of the contract will result in a referral to Community School or a petition on behalf of the minor child to the County Juvenile Court. In addition, if your family is on welfare and your child is delinquent, your Welfare Check may be reduced. CalWORKS requires that all school-age children must attend school regularly and on time.

Tardies

Students are more successful in school when they arrive on time and prepared for class. A student is considered tardy if not seated **by the time the bell rings**. Tardies will be tracked by the office and reset each

semester. Tardies are cumulative throughout the student class schedule. Students who are tardy without a valid excuse will receive the following consequences:

- 5th tardy = Administrative Lunch Detention
- Every tardy thereafter will result in an Administrative Lunch Detention

*** Students who arrive to school after 8:05 a.m. must report to the attendance office for an admit slip. If a student arrives at this time without valid parent notification, they will be issued and serve an Administrative Lunch Detention that day.**

PROCEDURES

Messages/Deliveries

Families need to make arrangements with their students before they leave for school regarding appointments, supplies, and lunch. The office will not accept deliveries of: flowers, balloons, lunches, PE clothes, or student projects. **Please do not text or call your child directly during school hours as this violates the student cell phone policy.**

Lunch Periods

Meals can be purchased in the Spirit Center. A student may prepay for lunches in the Spirit Center before school or during the lunch period. Breakfast is also served daily in the Spirit Center from 7:30-8:00AM, and must be eaten in the Spirit Center.

Free and reduced lunches are available to families whose economic circumstances meet the federal criteria for the Free/Reduced Lunch Program. Applications may be obtained at any time from the office and submitted to the Food Service Clerk for approval.

Students must stay in assigned, supervised areas during the lunch period and eat only in designated areas.

Note: Food and drinks are NOT allowed on the blacktop or field areas. We strongly discourage parents dropping off lunch because it is a disruption to the front office.

Emergency Cards

Student emergency cards are located in the office. Emergency cards contain important information, including names of parents/guardians, addresses, phone numbers, work numbers, email address, medical information, and emergency contacts if parents/guardians are not available. Families MUST inform the office any time the information on the card changes.

Visitors/Volunteers

All visitors/volunteers on campus must check in at the office and be issued a "Visitor Badge" before entering campus. The "Visitor" badge must be visible at all times. Visitors and Volunteers are expected to follow school expectations regarding cell phones and dress code.

Student Identification Card

Student ID cards will be issued to all students in August during our Fall Schedule pick up and Picture Day. ID cards are required to check out library books, equipment during lunchtime, and to gain admittance to extra-curricular activities. The cost to replace a lost ID card is \$3.

Closed Campus

Glen Edwards Middle School is a closed campus. Our front and back gates will be closed at 8:10 and opened at 2:30. All students must enter through the front or back gates. Students leaving campus without permission after arriving at school or during school hours will be subject to disciplinary action. Parents and visitors must sign in at the front office and wear a visitor's badge. Parents wishing to visit classrooms must arrange the visit with the teacher and give written notification to Administration 24 hours in advance.

Cell Phones and Electronics

Cell phones and electronics may be used before and after school. Usage in the classroom is prohibited except at the discretion of the classroom teacher. **Note:** Any phone determined to have been used inappropriately (text/picture/video) may be searched by school administration and/or police. A suspension may result from inappropriate use. An office telephone is available for student use for emergencies only. Emergencies do NOT include forgotten lunches, homework/projects, or PE clothes. GEMS is not responsible for lost, stolen, or

damaged cell phones or other electronics and will not investigate or search for such items. Cell phone/electronic infractions will be handled as follows:

- **1st Offense** - Device confiscated to the office, detention assigned and phone returned to student at end of school day.
- **2nd Offense** - Same as above, a referral is assigned and parent must pick up the device. Parent is encouraged have student keep the phone at home, or the student will be required to check the phone in at the beginning of the day to Administration and pick it up at the end of the school day from an Administrator.

Dress Code

The purpose of the Dress Code is to prevent disruption of the learning environment and minimize the distraction of other students. Students wearing clothing that is inappropriate based on the listed criteria will be subject to disciplinary action:

- Clothing or accessories that have reference to sex, objectify women (i.e. *Fatal* shirts), drugs, tobacco, alcohol, weapons, violence, or gang activity may **NOT** be worn.
- Sagging pants/shorts larger than one size are not permitted.
- Gang-associated dress or accessories may **NOT** be worn.
- Clothing must completely cover all underwear, bra straps, and cleavage. Sheer items that show any undergarments are also not permitted. Sports bras are still considered underwear.
- Strapless tops, spaghetti straps or other straps less than 2" wide, low-cut tops, and clothing that show bare midriffs may **NOT** be worn.
- Shorts and dresses must measure to the end of the fingers.
- Frayed holes in jeans must be below the end of the fingers.
- No racerback tops allowed
- Pajamas may **NOT** be worn.
- Shoes must be worn on school grounds at all times. Slippers are only allowed during designated Spirit days.
- Hoods must be removed when inside buildings.
- Jewelry that is deemed offensive or unsafe (sharp edges, spiked tips, etc.) to either the wearer or other students is not allowed and must be removed or safely covered when asked.
- No headwear allowed except those sold by GEMS or LHS.
- No distracting hair coloring

The administration reserves the right to decide the appropriateness of the student's attire and to review and change the dress code to ensure a productive and safe learning environment as necessary. If a student's articles of clothing, jewelry or accessories violate the dress code or in some other way cause disruption to the learning environment, they will be asked to change into a school loaner outfit for the remainder of the day (or until suitable clothes arrive from home). Refusal to wear the loaner clothes will result in an immediate suspension for defiance. Repeated offenses will result in the following disciplinary action:

- **1st Offense** – Student is sent up to the office to change into loaner, and clothes are returned to student at end of school day.
- **2nd Offense** – Student up to the office to change into loaner, parents are notified, clothes are returned to student at end of school day, and an Administrative Lunch Detention assigned.
- **3rd Offense** – Same as above, but a referral is assigned (consequence depends on prior offenses).

Backpacks

Backpacks, book bags, purses, and contents, including cell phones and electronic devices, are the responsibility of the student. The school accepts no responsibility for lost articles or books. **Keep your backpack with you at all times or locked in your PE locker during PE.**

Prohibited/Inappropriate Items

The following items are prohibited at school: Gum, laser pointers, permanent markers, water or toy guns, weapons, firearms, aerosol cans, smoke or stink bombs, matches, lighters, knives, fireworks, and other items that disrupt the learning environment or are unsafe at school. Bicycles, Skateboards, and Scooters are **NOT ALLOWED** to be used on campus and must be locked in the bike rack area. Roller shoes and roller blades are not allowed on campus with the exception of roller hockey participants on Thursdays afterschool during the roller hockey season. GEMS is not responsible for lost, stolen, or damaged personal property and will not investigate or search for such items.

BEHAVIOR

Students are expected to have appropriate conduct at all times. No public displays of affection. An orderly campus is essential for the safety and education of all students.

Intervention Sequence & Consequences:

#1 Teacher Detention

Minor behavior infractions not corrected by adult intervention (warnings, timeout, seat change, parent contact, conference, etc.) will result in a 30 minute teacher detention assigned during lunch or after school. Students are expected to arrive on the exact date and time, as indicated on the form. During detention, students are to respectfully follow adult instructions. Students are to sit quietly, complete homework, read, write, or complete the assignment as directed by the teacher. Students who don't serve their teacher detention as scheduled or who misbehave during the teacher detention will be referred to the office and be assigned two Administrative Lunch Detentions.

#2 Administrative Lunch Detention

These **Lunch Detentions** are the result of a more serious behavior infraction than a teacher detention. Students who don't serve their Administrative Detention as scheduled or who misbehave during the detention will receive a referral.

#3 Referral

A referral will be issued at the discretion of Administration depending on the nature of the infraction. Students receiving 1-2 referrals will be assigned Administrative Lunch Detentions. Any student receiving a 3rd referral will be suspended.

#4 Suspension

When a student is suspended from school, they may not attend any school event (on or off campus) including field trips, athletic events, dances, performances, etc. The suspended student is prohibited from entering campus for any reason until the days of suspension are completed.

Students suspended from school for twenty or more days will be recommended for expulsion from the school district. Students may also be recommended for expulsion prior to twenty days of suspension if the administration deems that the student's behavior constitutes a danger to themselves and/or others.

ACTIVITIES

Attendance at dances, honors activities, field trips, choir/band trips and participation in athletics, are privileges, which must be earned. Attendance is limited to GEMS students only unless otherwise arranged with the trip/activity coordinator. Eligibility to participate is based upon the following guidelines:

1. Must maintain a 2.0 with no F's in any subject
2. Attend school the same day to be eligible to participate in practices, rehearsals, or games.
3. No suspensions

Dances and Activities

All school rules are in effect during dances. This includes dress code. Students attending the dance must arrive within the first 30 minutes and stay for the entire dance. Students who arrive afterwards will not be allowed to enter.

Student Council

Student Council officers and class representatives are leaders and role models both at school and in the community. They are expected to exhibit exemplary behavior. They must meet the activity guidelines listed above. In addition, these more rigorous standards apply:

- 2.5 overall GPA with no F's
- No referrals or suspensions

****Not meeting these standards will result in removal from Student Council****

STUDENT RECOGNITION



❖ Panther Bucks

- ✓ Awarded to students by any staff member.
- ✓ Can be used in the student store for prizes. The more cards a student has to trade in, the greater the prize.

❖ Outstanding Student of the Semester

- ✓ Nominated by teachers
- ✓ Earns a prize along with a certificate of recognition

❖ Honors Celebration

- ✓ First Semester Cumulative GPA 3.0
- ✓ Second Semester Cumulative GPA 3.0 (First Semester + 3rd Qtr.)

ATHLETICS

GEMS is a member of the Foothill Intermediate School Athletic League (FISAL). Participation in the league is governed by CIF rules and FISAL bylaws. GEMS offers the following sports.

FALL	WINTER	SPRING
Cross Country (6, 7, 8) Flag Football (7, 8) Girls Volleyball (7, 8) Roller Hockey (6, 7, 8)	Boys Basketball (7, 8) Girls Basketball (7, 8) Roller Hockey (6, 7, 8) Wrestling (6, 7, 8)	Boys Volleyball (7, 8) Girls Softball (7, 8) Roller Hockey (6, 7, 8) Track (6, 7, 8)

A student participating in the after-school sport's program must have an overall 2.0 GPA with no F's in any class. Eligibility will be based on the previous report card or progress report that is earned nearest the beginning of the particular season. Athletes that do not meet the grade criteria will be eligible to enter into an athletic probationary contract. Once on contract, the student may practice, but not compete. If after the **three week** probationary period the athlete is not eligible he/she will be removed from the team, and not allowed to rejoin. In addition, a student must:

1. Complete the extra-curricular activities packet, including Voluntary Athletic Contribution (VAC) Form.
2. Have a current physical on file in the office.
3. Adhere to GEMS Activity Guidelines and Behavior Policy **during** the season.
4. Attend school regularly.
5. Students participating in after-school sports must be able to offer proof of insurance to the school.

PHYSICAL EDUCATION PROCEDURES

Philosophy

To insure a meaningful and successful physical educational program, Glen Edwards Middle School has established a program that emphasizes personal growth and development with transfer value to leisure time activity.

Curriculum

6th Grade- Working cooperatively to achieve a common goal: skill based

7th Grade- Meeting challenges and making decisions: individual/dual sports and activities, fitness based

8th Grade- Working as a team to solve problems: team sports and activities

Daily Procedures

Students will use the restroom before entering the locker room if needed. Upon entering, students will check the board for class activity and go directly to their locker to dress down for the day. Upon exiting the locker room students will go directly to their roll call #, sit down and wait for class to begin. Bathroom visits are not permissible at this time. Appropriate use of equipment and class materials is expected at all times. Before entering the locker room at the end of class students will line up in a single file line (entrance into the locker room is not permitted without adult supervision).

Uniforms

Students are required to wear GEMS uniforms. To insure proper hygiene, PE clothes are to be worn during PE only, not throughout the day. Uniforms should only be taken home at the end of the week to be laundered and should always be brought back upon returning to school at the beginning of the next week. Uniforms can be purchased throughout the year in room #20 before and after school. All PE clothing should be permanently marked with students first and last name. Sweats and shorts must be worn at the waist.

Loaner Uniforms

Students who are unable to afford their own GEMS uniform or are unable to come up with a suitable alternative will be issued a loaner uniform to be used as long as needed. The student will care for the uniform and return it laundered at the end of the school year or when it is no longer needed. Students are expected to be responsible for their own PE clothes and are REQUIRED to dress every day!!! Consequences for non-suits are as follows:

- 1st non-suit = Warning
- 2nd non-suit = Parent notification by teacher
- 3rd non-suit = Teacher detention
- 4th non-suit = Administrative Lunch Detention (2 pt. deduction)
- 5th non-suit = Referral (3 pt. deduction for repeated offense)

S.U.P.E.R. Club

All students are required to dress down for PE every day!! Students who dress 100% of the time will be included in the S.U.P.E.R. club (**S**uited **U**p for **P. E.** **R**egularly). Good attendance and behavior is also an expectation of the club. Consequences for non-dressers are strictly enforced.

Locks, Lockers, and Locker Rooms

All students will be issued a combination lock and locker. Students are responsible for the lock and the contents of the locker for the entire school year. There are enough lockers for each student to have their own. The sharing of locks and lockers is prohibited. All lost or damaged locks will be replaced at the student's expense (\$8). Appropriate behavior within the locker room is expected at all times.

Attendance/Tardies

Points are deducted from a students' PE grade when they are absent from class for any reason. School related activities are exempt from the deduction. Make-up forms are available in the locker rooms, PE rooms and on the WPUSD website.

Illness/Physical Limitations

If a student cannot fully participate in physical education, a written note from the parent should be brought to class. Activity modifications will be made for that student. A parent note is required for each day they cannot participate, with a maximum of 3 consecutive days. A doctor's note is required for students who cannot fully participate for 4 or more days.

Ropes Course

GEMS has a seven element Ropes Course located on its campus. It is used once each semester for each PE class as a confidence building/trust activity. It is fully inspected each year and is very safe. All equipment used is certified climbing equipment. Participation is voluntary.

8th GRADE PROMOTION ACTIVITY REQUIREMENTS

Students meeting the following academic requirements for the current year will be eligible to promote to High School:

1. Cumulative GPA of 2.0 (“C”) or better in language arts
2. Cumulative GPA of 2.0 (“C”) or better in mathematics
3. Cumulative overall academic grade point average of 2.0 or better in the four combined academic classes



Eighth grade end of the year and Promotion activities are privileges and include: Sunsplash, Awards Assembly, 8th grade dance, and Promotion Ceremony. Students must meet **all** of the above academic requirements in order to participate in the Promotion Activities. In addition, students must do the following:

1. Return all materials, supplies, textbooks and equipment issued and/or pay all debts by the deadline.
2. Attend school the entire day of the activity.

❖ If during the last seven weeks a student receives the following discipline, it will result in:

- First Administrative Referral - Loss of Awards Assembly
- Second Administrative Referral – Loss of Water Park Trip
- Third Administrative Referral – Results in Suspension and loss of all promotion activities with the exception of Promotion Ceremony
- Multiple days of suspension – Loss of all promotion privileges

Appropriate dress for the Promotion Ceremony is as follows:

- It is recommended that boys wear dress shirts and slacks; ties are optional.
- It is recommended that girls wear a dress or blouse with a skirt or slacks
- Tuxedos, jeans, shorts, T-shirts and overalls are not appropriate. Dresses or blouses should be in good taste and age-appropriate for the occasion. Spaghetti strap dresses are allowed for the promotion dance.

Please keep this dress code in mind when selecting promotion clothing with your child. School administration has final determination as to what is appropriate for the occasion.

SUPPORT SERVICES

Health Services

The District Nurse serves students on a scheduled basis. A school clerk is also available to assist students. Health services at GEMS include vision, hearing and scoliosis screening. Students who are feeling ill may request a pass from their regular teacher to the office for assistance. Students may not be checked out unless a parent or other adult named on their emergency card arrives in the office with proper identification and with parental permission to sign the student out.

Medication

Students **may not carry prescription medication** at school unless they have a signed note on file in the office from a doctor. This includes asthma inhalers. Students **may not carry non-prescription medication** (such as aspirin, Tylenol, etc.) on their person, purses, or backpacks **at any time**.

All prescription and non-prescription medication requires parents and the physician to complete a **Medical Authorization Form**, which is filed in the office. Medication must be kept in its original container with complete instructions and will be dispensed by school personnel to the student as directed by the doctor’s orders. **The school cannot administer any medication without a completed Medical Authorization Form.**

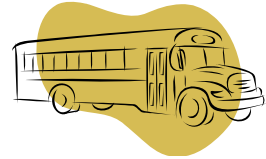


Insurance

An application for optional student insurance is available in the office. Students participating in after-school sports must carry some form of health insurance and be able to offer proof of insurance to the school.

BOARD POLICIES & BUS RIDING

(Please refer to the District Website for current Board Policies)



TOBACCO-FREE SCHOOLS

In the best interest of students, employees and the general public, the Governing Board therefore **prohibits the use of tobacco products at all times on district property** and in district vehicles. This prohibition applies to all employees, students, visitors, and other persons at any school or school-sponsored activity or athletic events. It applies to any meeting on any property owned, leased, and rented by or from the district. It also includes e-cigarette and vapor pens. The superintendent or designee shall inform students, parents/guardians, employees and the public about this policy. All individuals on district premises share in the responsibility of adhering to this policy and informing appropriate school officials of any violations.

Western Placer Unified School District desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.