

	M	T	W	Th	F		M	T	W	Th	F	
July-16					1							
	Independence Day 4	5	6	7	8		New Years Day (Observed) 2	3	4	5	6	
	11	12	13	14	15		9	10	11	12	13	
	18	19	20	21	22		MLK Jr. Day 16	17	18	19	20	
August-16	25	26	27	28	29		23	24	25	26	27	
	1	2	3	4	5		30	31	1	2	No School / Work Day 3	
	8	9	10	11	12		6	7	8	9	10	
	15	16	17	18	19		13	14	15	16	17	
September-16	22	23	24	25	26		No School 20	21	22	23	24	
	New Teachers 29	District in-Service 30	Building in-Service 31	Work Day 1	Work Day 2		27	28	1	2	3	
	Labor Day 5	No School 6	First Day 1-4 7	First Day 10-12 8	First Day All K 9		6	7	8	9	10	
	12	13	14	15	16		13	14	15	16	17	
October-16	19	20	21	22	23		20	21	22	23	24	
	26	27	28	29	30		No School 27	No School 28	No School 29	No School 30	No School 31	
	3	4	5	6	7		3	4	5* Elem 11:45a Dismissal	6	7	
	10	11	12	13	14		10	11	12	No Elem or MS 13	No School / Work Day 14	
November-16	17	18	19* Elem 11:45a Dismissal	20	21		17	18	19	20	21	
	24	25	26	No Elem or MS 27	No School / Work Day 28		24	25	26	27	28	
	31	1	2	3	4		1	2	3	4	5	
	7	8	9	10	Veterans Day 11		8	9	10	11	12	
December-16	14	15	16	17	18		15	16	17	18	19	
	No School 21	No School 22	No School 23	Thanksgiving 24	No School 25		22	23	24	25	26	
	28	29	30	1	2		Memorial Day 29	30	31	1	2	
	5	6	7	8	9		5	6	7	8	9	
	12	13	14	15	16		12	13	14	15	Left Day of School 16	
	No School 19	No School 20	No School 21	No School 22	No School 23		Work Day 19	20	21	22	23	
	No School 26	No School 27	No School 28	No School 29	No School 30		26	27	28	29	30	

\* Three Rivers Middle School Students:  
10/19/16 are dismissed at 11:45a.

\* Three Rivers Middle School Students:  
3/5/17 are dismissed at 11:45a.

## CONFERENCES

please check with your school for conference schedule times

## Elementary

Oct. 26, 2016  
Oct. 27, 2016  
Oct. 28, 2016  
Apr. 12, 2017  
Apr. 13, 2017  
Apr. 14, 2017

## Middle School

Oct. 27, 2016  
Oct. 28, 2016  
Apr. 13, 2017  
Apr. 14, 2017

## High School

Nov. 1, 2016  
Apr. 17, 2017

## CALENDAR DAYS

Elementary  
172 days

1st Semester :  
86.5 days (2/2/17)  
2nd Semester :  
85.5 days (6/16/17)

Middle School  
173 days

1st Quarter :  
41 days (11/4/16)  
2nd Quarter :  
46 days (2/2/17)  
3rd Quarter :  
42 days (4/12/17)  
4th Quarter :  
44 days (6/16/17)

High School  
175 days

1st Quarter :  
42 days (11/4/16)  
2nd Quarter :  
46 days (2/2/17)  
3rd Quarter :  
43 days (4/13/17)  
4th Quarter :  
44 days (6/16/17)

School Improvement Early Release
Schools on Differing Schedules
No School / Work Day
No School
Holiday

## 2017 Graduations

ML View High : 6/8/2017  
La Pine High : 6/9/2017  
Bend High : 6/10/17 @ 2:00p  
Summit High : 6/10/17 @ 7:00p  
Marshall High : 6/12/17

approved: 3/8/16

# Sky View Middle School

## *Home of the Falcons*

### Student Handbook 2016-2017

Dear Sky View Falcon,

Welcome to the best middle school in the universe! Sky View offers students an excellent education, terrific social opportunities, and outstanding extra-curricular activities. Information in this handbook describes those opportunities.

Academic excellence is Sky View's number one goal. While there are many opportunities for fun and socialization, students should consider the school as their workplace. All workplaces have expectations. Sky View's expectations are simple:

#### Do things The Falcon Way!

Be Safe	Do Your Best
Be Respectful	Work Together
Be Responsible	Be Aware

We operate under the Positive Behavior Support System, which emphasizes school-wide behavior norms for students, staff, and parents.

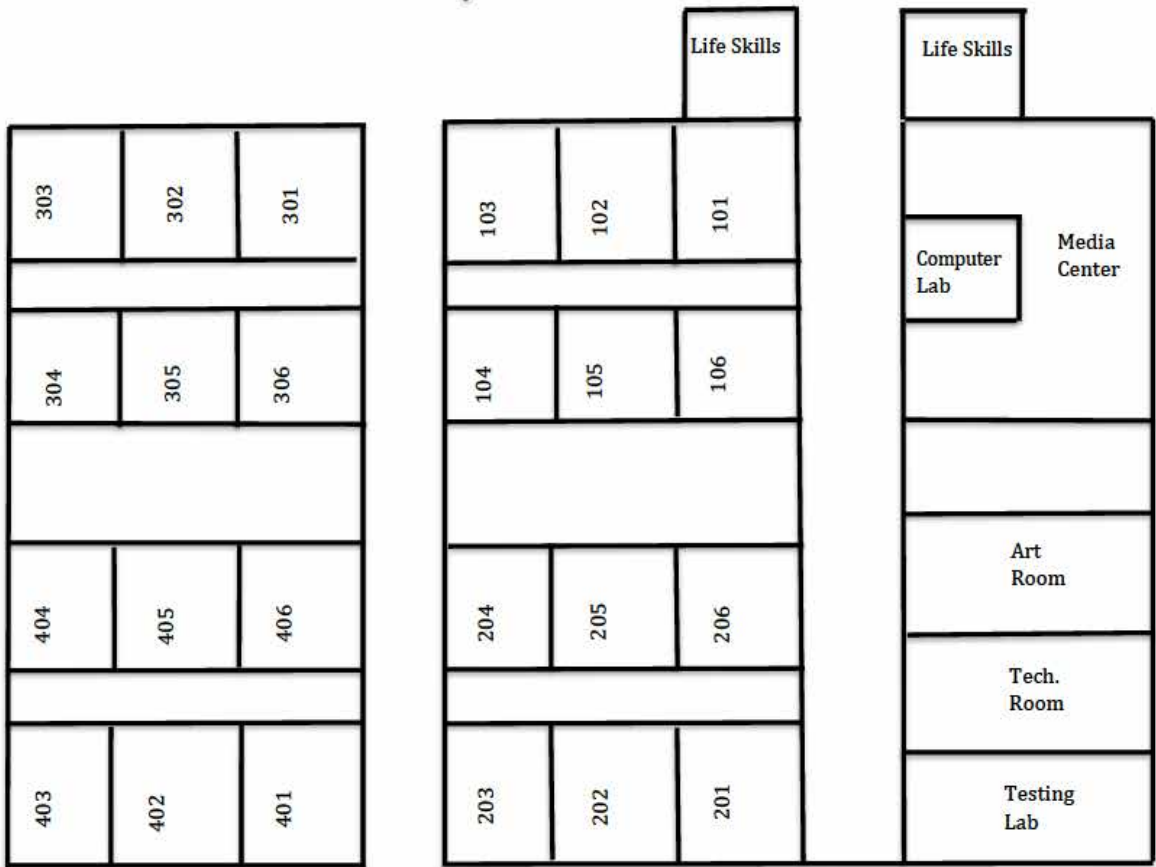
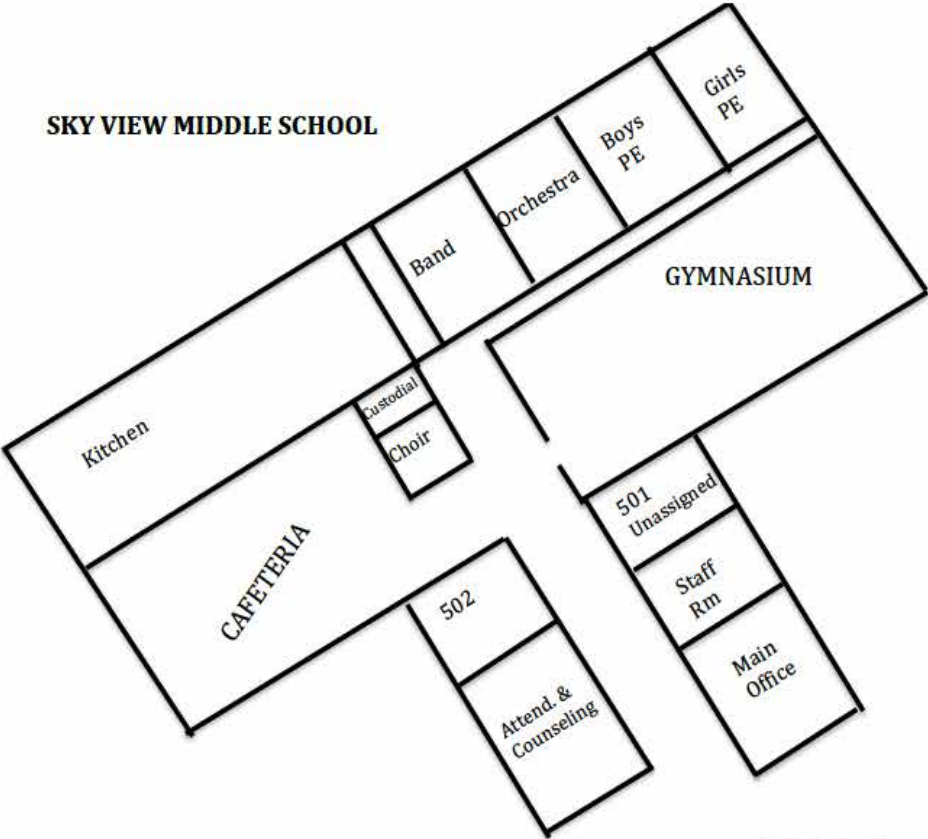
Specific expectations for students are clearly explained in this handbook. You are expected to know and abide by Sky View workplace rules and expectations at all times.

The staff works hard to provide students with many fun and challenging opportunities. Make the most of them!

*Scott Olszewski*  
Principal

*Brian Uballez*  
Assistant Principal

SKY VIEW MIDDLE SCHOOL



# SKY VIEW MIDDLE SCHOOL CONTACTS

## **Attendance – 355-7710**

Parents, please call by 9:00 a.m. if you need to report an absence due to illness or emergency.

### **Go to Attendance...**

- If you have a note from your parent to leave during the school day
- If you forgot your lunch
- If you forgot your instrument
- If you forgot your backpack, athletic equipment, etc.
- If you are sick or injured (get a pass from your teacher first)
- If you lost something small or valuable
- If you need to change emergency contact names and/or numbers, employment information, or medical information

## **Main Office – 355-7600**

- If you wish to discuss an incident that occurred at school
- If you wish to leave a message for a teacher
- If you need to make an appointment with an administrator
- If you need to pay a fee or fine

## **Counseling and Student Services – 355-7700**

- If you need assistance with your class schedule
- If you need to make an appointment with a Counselor or the Dean of Students
- If you need help with academic, personal, or social problems

## **Transportation (Bus Barn) – 355-5700**

## **Family Access Network (FAN) – 355-7715**

## **Anonymous Text A Tip Line to the School Resource Officer – 541-595-8475 (TIPS)**

Bend-La Pine Schools: [www.bend.k12.or.us](http://www.bend.k12.or.us)

Sky View Middle School: [www.bend.k12.or.us/svms](http://www.bend.k12.or.us/svms)

Sky View Middle School Facebook: [www.facebook.com/skyviewms](http://www.facebook.com/skyviewms)

Weather Delay and Closure information:



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# KEEP IT SIMPLE

These are things we remind students about daily:

- Be on time to all classes.
- Come prepared to all classes.
- Follow instructions from all staff members.
- Do NOT disrupt the learning of others in class.
- Walk on the right side of the halls/stairwells.
- Dress appropriately.
- Passing periods are for gathering materials from your locker, using the restroom and getting a drink of water, NOT for socializing in the hall!
- No running in the building.
- No horseplay at school.
- School is dismissed at 2:40 pm and students need to vacate the campus by 3:00 pm. School is dismissed at 1:00 pm on Wednesday, and students need to vacate the campus by 1:20 pm.
- The Golden Rule always applies...**"Treat others as you wish to be treated"** as does – **"If you don't have something nice to say, don't say anything at all."**

## Keep It Simpler...

- Be Safe ...Be Aware!
- Be Respectful...Work Together!
- Be Responsible...Do Your Best!

# DAILY SCHEDULES

## SVMS REGULAR DAILY BELL SCHEDULE

Period 1	7:45 – 8:35	(50 min)
Period 2	8:40 – 9:30	(50 min)
Period 3	9:35 – 10:25	(50 min)
Period 4	10:30 – 11:20	(50 min)
1 <sup>st</sup> Lunch	11:25 – 11:55	(30 min)
Period 5	11:25 – 12:15	(50 min)
2 <sup>nd</sup> Lunch	12:20 – 12:50	(30 min)
Period 6	12:00 – 12:50	(50 min)
Period 7	12:25 – 1:45	(50 min)
Period 8	1:50 – 2:40	(50 min)

## SVMS WEDNESDAY 1:00 PM DISMISSAL \*

Period 1	7:45 – 8:25	(40 min)
Period 2	8:30 – 9:05	(35 min)
Period 3	9:10 – 9:45	(35 min)
Period 4	9:50 – 10:25	(35 min)
1 <sup>st</sup> Lunch	10:30 – 11:00	(30 min)
Period 5	10:30 – 11:05	(35 min)
2 <sup>nd</sup> Lunch	11:10 – 11:40	(30 min)
Period 6	11:05 – 11:40	(35 min)
Period 7	11:45 – 12:20	(35 min)
Period 8	12:25 – 1:00	(35 min)

## 2016-2017 SVMS SCHEDULE

Sep 5	Labor Day – No School	Jan 3	School Resumes
Sep 6	No School-Web Day for 6 <sup>th</sup> Gr Only	Jan 16	No School – MLK Holiday
Sep 7	First Day of School – Grades 1-9	Feb 2	End of Semester
Sep 8	First Day of School – Grades 10-12	Feb 3	No School – Teacher Work
Sep 12	Sky View Open House 6:00-7:30 pm	Feb 20	No School –
Oct 27	Conferences – No School	Mar 27-31	No School – Spring Break
Oct 28	Conferences – No School	Apr 13	Conferences – No School
Nov 11	Veterans Day – No School	Apr 14	Conferences – No school
Nov 21-25	No School – Thanksgiving Break	May 29	No School – Memorial Day
Dec 19 – Jan 2	No School – Winter Break	Jun 14	Full Day – No SIW
		Jun 16	Last Day of School 1:00 Release

**\*Note: School Improvement Wednesdays begin on September 14, 2016 and run through June 7, 2017.  
Students are released at 1:00 pm on those days.**

Every day the Sky View office staff devotes hours delivering messages, lunches, musical instruments, gym clothes and other miscellaneous supplies to students. **To minimize disruptions, please make these arrangements with your student prior to school hours.** Middle School students are old enough to assume personal responsibility for their actions and their possessions. For non-emergency items that are delivered to the attendance office, your student's name will be written on our pick-up board in the office. Students have been instructed to check the board during passing periods to see if they have a delivery. This policy allows for fewer classroom interruptions. Thank you for your understanding.

# DAILY SCHEDULES

## SVMS AM ASSEMBLY SCHEDULE

Period 1 (Move to Assembly)	7:45-7:55
Assembly	7:55-8:45
Period 1	8:50-9:30 (40 min)
Period 2	9:35-10:15 (40 min)
Period 3	10:20-11:00 (40 min)
1 <sup>st</sup> Lunch	11:05-11:35 (30 min)
Period 5	11:05-11:45 (45 min)
2 <sup>nd</sup> Lunch	11:50-12:20 (30 min)
Period 6	11:40-12:20 (40 min)
Period 4	12:25-1:05 (40 min)
Period 7	1:10-1:50 (40 min)
Period 8	1:55-2:40 (45 min)

## SVMS PM ASSEMBLY SCHEDULE

Period 1	7:45-8:25 (40 min)
Period 2	8:30-9:10 (40 min)
Period 3	9:15-9:55 (40 min)
Period 4	10:00-10:40 (40 min)
1 <sup>st</sup> Lunch	10:45-11:15 (30 min)
Period 5	10:45-11:25 (40 min)
2 <sup>nd</sup> Lunch	11:30-12:00 (30 min)
Period 6	11:20-12:00 (40 min)
Period 7	12:05-12:50 (45 min)
Period 8	12:55-1:40 (45 min)
Period 8 (move to assembly)	1:40-1:50
Assembly	1:55-2:40

## SMVS TWO HOUR DELAY SCHEDULE

Period 1	9:45-10:20 (35 min)
Period 2	10:25-11:00 (35 min)
Period 3	11:05-11:40 (35 min)
1 <sup>st</sup> Lunch	11:45-12:15 (30 min)
Period 5	11:45-12:20 (35 min)
2 <sup>nd</sup> Lunch	12:25-12:55 (30 min)
Period 6	12:20-12:55 (35 min)
Period 4	1:00-1:30 (30 min)
Period 7	1:35-2:05 (30 min)
Period 8	2:10-2:40 (30 min)

### Principal's Tip

Middle School is a time to refine your study skills and work habits. Here are some tips to help you succeed in school:

- Use StudentVUE and a planner to keep track of your assignments.
- You will be able to keep up with all your schoolwork if you set aside one hour each day to study.
- Avoid studying right before going to bed or with distractions such as the TV. Set aside a specific time and place to study each day.
- Write, talk out loud and do other physical movements while you are studying. Don't just stare at the page.
- Finally, don't procrastinate! Getting behind in schoolwork is the biggest cause of failure in school – in life!



# ACADEMIC PROGRAM

## Academic Excellence

Sky View is a great place to grow both academically and socially! You are encouraged and expected to accept the challenges of your classes by putting forth your best efforts so that quality work becomes the standard for all of your assignments.

## Grading

You will receive a letter grade for each of the classes you take. Grades are based on:

- Participation in class (absences and tardiness may negatively impact your participation)
- Performance on class work and tests
- Quality and promptness of your homework
- Grades on special projects or reports
- Successful teamwork on group projects

Teachers use the following grading scale to compute grades:

90 – 100%	= A =	4 points
80 – 89%	= B =	3 points
70 – 79%	= C =	2 points
60 – 69%	= D =	1 point
0 – 59%	= F =	0 points



## Grade Point Average (GPA)

The grades for all of your classes will be averaged together to determine your GPA. To calculate your GPA, follow the steps below.

1. Convert each of your grades to GPA points
2. Add up all the points
3. Divide the total number of points by the number of classes you have taken.

This will give you your GPA

Grades reflect students' skills and work habits. All college admissions boards seriously examine students' high school grades (GPA) to help determine which students will be admitted into their institution. Obviously, students with higher grades have a better opportunity to get admitted than students with lower grades. **Start working today to develop the work habits necessary to maximize your learning, and therefore, your grades.**

### Principal's Tip:

The most important thing you can do to get good grades is turning all your work in on time. Not turning in an assignment is far worse than receiving a failing grade. For example, if you do not turn in a 100-point assignment, you will receive zero points. If you turn in an assignment, even late, you will still get some points. To get better grades and not have late assignments hanging over your head, turn in your work on time.

## Report Cards

At the end of each quarter you will receive a report card that shows all final quarter grades up to that point in the year. Concluding dates for quarters are:

November 4<sup>th</sup>, 2016  
February 3<sup>rd</sup>, 2017  
April 14<sup>th</sup>, 2017  
June 16<sup>th</sup>, 2017 (last day of school)

# ACADEMIC PROGRAM

## National Junior Honor Society

The National Junior Honor Society is a nationally recognized organization, which recognizes excellence in students and promotes leadership and service for its members. Membership is open to students who meet the required standards in five areas:

- \* Scholarship
- \* Leadership
- \* Service
- \* Citizenship
- \* Character

Standards for selection are established by the National Junior Honor Society of the United States and by the Sky View Middle School chapter. Membership is open to those eighth graders who:

- Maintain a cumulative GPA of 3.5 or higher throughout middle school.
- Have not received an “in” or “out” of school suspension while in middle school.
- Submit the teacher recommendation form from 4 core teachers and 1 elective teacher.
- Meet community service and fundraising requirements.

Students will be notified in the winter of their eighth grade year if they are scholastically eligible to begin the selection process. They will receive notification of their selections into the Sky View Chapter of NJHS upon completion of requirements. In the spring of their eighth grade year, a formal induction ceremony will be held at the school to recognize all new members. Students who have questions regarding the selection process or membership obligations may contact the chapter advisor.

Note: Membership in NJHS does not automatically qualify a student for membership in National Honor Society in high school.

## President’s Educational Awards Program

The President’s Education Awards Program recognizes and honors those students who have achieved high academic goals by their hard work and dedication to learning. Eighth grade students are eligible for one of two honors: the **President’s Award for Educational Excellence** or the **President’s Award for Educational Achievement**. For each award students receive certificates signed by the President, the U.S. Secretary of Education and the Principal.

To be eligible for the President’s Award for Educational Excellence, students must earn a 4.0 GPA throughout their middle school career.

Students earning between a 3.5-3.99 GPA throughout middle school are awarded the President’s award of Educational Achievement. Awards will be presented to students at the end of the school year.

## 8<sup>th</sup> Grade Accountability Program

At Sky View Middle School, we work to promote student learning in both academic and non-academic areas. In addition to teaching writing, reading, math and other important skills needed to succeed in life, we encourage the development of positive character traits such as personal responsibility. To help prepare for constructive adult living, we teach students the importance of meeting deadlines and following rules. For this reason, we have implemented an 8<sup>th</sup> grade accountability program.

Requirements focus on behavioral success and responsibility with all fines being cleared, and necessary forms completed and submitted by the determined dates. By successfully completing the following requirements, students will be invited to attend the special celebration planned in June for eighth grade students.

**The requirements are as follows:**

1. No suspensions from the first day of semester 2 until the end of the year.
2. All fines cleared (library, textbooks, agendas, athletics, etc.) *Students may have the option to work off fines – contact the front office early, if you are interested in this option.*

Students must be on time (not tardy) the day of the eighth grade activities. Students must attend the full day of school the day of the events. We expect students to be on time and attend the full day of school the day after the event as well.

# STUDENT LIFE

## Homework

Homework is considered an integral part of every Sky View Middle School Student's educational experience. Extensive efforts are made by teachers to provide meaningful, academically appropriate tasks. Students should expect to spend time every evening completing homework assignments, researching, reading, studying for tests and quizzes, working on projects and preparing presentations. The number and type of assignments will depend on your teacher.

### Homework Responsibilities:

#### Students

- Use a planner (paper or digital) to accurately record information about upcoming assignments.
- Expect homework each school night.
- Set aside a regularly scheduled study time in a quiet area without distractions.
- Manage personal time wisely so that school assignments are complete, accurate and turned in on time.
- Take the initiative to ask questions and seek help when necessary.
- Take pride in schoolwork.

#### Teachers

- Clearly explain homework assignments. Clearly post assignments so students can easily copy the information onto their agenda.
- Communicate questions and concerns with you and/or your parents.

## Homework When A Student is Absent

The day a student returns following an absence, it is the student's responsibility to ask about make-up work. For excused absences (illness, medical issue or family emergency), the student will have the number of days absent plus one to make up work. For example, students have 3 days to make-up work when they are absent for 2 days. Students whose absence is unexcused may receive partial credit at the discretion of the teacher. Neglecting to ask for make-up work does not give the student additional time to complete it.

If a student knows in advance of an upcoming absence, the student must prearrange the absence. Homework provided in advance for prearranged absences is due the day the student returns to school. See page 17 for further information regarding Sky View's attendance and absence policies.

## Tutoring

Students are encouraged to set up tutoring with teachers before or after school if they need additional help.

Teachers are available from 7:30-7:45 and from 2:45-3:15 on most days. It is best to pre-arrange a day and time directly with the teachers to confirm their availability.

## Textbooks

Textbooks are issued to students in most classes. Do not write in the textbooks for any reason. It is vandalism if you do. Students will be responsible for covering all textbooks with a non-adhesive book cover for the duration of the school year. You are responsible to pay the school for the damage or replacement cost for any books, materials or equipment you have damaged, lost or stolen. Textbooks are barcoded, so you must return the same one checked out to you to avoid having a book fine.

To avoid damage or loss, treat your textbooks as if they were your own possessions. Be sure your locker locks securely each time you close it. Sky View Middle School is not responsible for lost or stolen textbooks.

## Fines

A student will be put on the fine list if the fee is not paid. Students can also be fined for textbooks, uninsured iPads, library books, sports equipment or musical instruments that are not returned, or for damage/restitution.

## Medication

Medication can be administered to a student during the school day with the written permission of the student's parents. This form is available in the Attendance Office. School personnel may dispense medications only if this form is completed prior to when the student needs to take it. All medication must be in the original prescription or over the counter container and be delivered to the office by the student's parent or guardian. Prescription bottles must have current date (not expired) and be clearly labeled by the prescribing doctor. Medication may not be stored in student lockers or carried in backpacks; it must be stored in the Attendance/Health office. When a student is planning to be off campus on a school related activity, arrangements must be made in advance for administering medication.

# STUDENT LIFE

## Library Media Center

*The Sky View library's mission is to insure that students are effective users of information and lifelong readers*

The library is open from 7:30 am – 3:30 pm except on Wednesdays, when the hours are 7:30-1:00. No food or drink is allowed in the library or computer lab. Students may check out **THREE LIBRARY ITEMS AT A TIME**. While there are no fines for overdue books, students are responsible for items checked out to them and must pay for lost or damaged items. Students with overdue books may not check out other materials until the overdue is cleared.

During class periods, individual students coming to the library need a pass from a classroom teacher. Lunchtime library passes can be obtained from the library or from a teacher. When in the library, students are expected to work quietly and independently.

The library computer lab provides word processing, multimedia software, and Internet access for research. The library subscribes to several Internet information services including World Book Online, EBSCO magazine database, and Student Resource Center.

The media manager is available to answer questions and provide help.



## Internet Usage

The Internet is for school use or acceptable personal use. Students not obeying these rules may lose the privilege of using the computer lab. Rules for Library computer use are in addition to the agreements for iPad use, found in the Bend-La Pine Schools' Acceptable Use Policy.

Access to the Internet will enable you to explore thousands of libraries, databases, museums and other information.

### Basic Rules-

1. You must be in a class or have a pass to use a computer.
2. No playing video games.
3. No visiting chat rooms.
4. No visiting websites that promote anything illegal, violent (such as making bombs), or pornographic.
5. Print only when absolutely necessary.

Sky View has a filter system, however, some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate or potentially offensive. Stay away from them! Be very careful if you open any links.

The settings for the screen saver and other ways the computer are set up may only be changed by the teacher.

The use of school computers is a privilege. You are responsible for your actions in accessing and using the school's computer resources. If you don't follow school and district policies, you may lose access to all computer use at Sky View.

# STUDENT LIFE

## Counseling/Student Services

Mr. Boehme and Ms. Lord are available to help students with personal, academic and social problems. They also assist students with schedule changes. Students must complete a request for an appointment during breaks or lunch to schedule a meeting. Students will be notified of their appointments at a later time. When emergencies arise, services are immediately available.

## Visitors

Your parents are invited to visit our school. We ask parents to make arrangements at least one day in advance of classroom visitations and to sign in at the front office on their arrival. Please wear a visitor badge. Your parents are also invited to have lunch with you. They do not have to make an appointment for lunches. All visitors must check in at the Main Office. Students are not allowed to bring student guests to the school during the school day or to the school sponsored socials. This is District policy.

## Lockers

All students are assigned a locker at the beginning of the school year and a PE locker when in PE. To prevent problems do not share your locker with other students, and never give anyone your locker combination. Turn the dial of the lock after closing the locker and be sure the door is completely closed. Do not leave money or other valuables in your locker and immediately report if you have a problem or a loss of possessions. Sky View Middle School is not responsible for lost or stolen items. After the class bells ring no student should be at his or her locker without a hall pass. Anyone involved in writing on lockers or vandalizing lockers will receive disciplinary action and will be expected to pay for damages. Students should not jam or rig their lockers to prevent them from locking. If a student is aware their locker does not lock securely, they must report the concern to the attendance office immediately. All students should keep their lockers clean and neat. School and government officials may search lockers at any time when a reasonable suspicion exists. Sky View Middle School will also, on occasion, have trained drug dogs on campus from the County Sheriff.

## Field Trips

Notification that includes the types of activity, expenses and time of field trip will be sent home to your parents in advance. A permission form signed by your parent/guardian is due before you go on the field trip. It is your responsibility to bring a signed permission form to the school. Parents are encouraged to chaperone field trips. Parents involved in chaperoning and transportation are required to follow Bend-La Pine School District volunteer guidelines.

## Lost and Found

These are several ways to avoid losing your things:

- Put your name on all personal belongings-coats, sweatshirts, PE clothes, school supplies, lunch bags, musical instruments and school projects.
- Develop and follow a system to help you remember things. Everything should have a place and be returned when you are finished with it.
- Do not bring unnecessary items to school; superfluous items clutter your locker and backpack. Backpacks must be stored in your lockers until the final bell at the end of the school day.
- Check the lost and found cart in the cafeteria for lost items and check with the Attendance Office for valuables.

All unclaimed items are donated to a charitable organization monthly.

## School Lunch Program

Students can purchase meals in the cafeteria on a daily basis or make prepayments for meals by the week, month or longer from the Nutrition Services staff in the cafeteria. Money placed in your account can also be used for breakfast items sold before the school day. Meals may also be purchased on line by visiting <https://blpay.bend.k12.or.us>

Student cafeteria workers are encouraged. In exchange for helping serve meals, students earn a free meal.

## Student Body Cards

Students receive their photo ID student body cards after pictures are taken. Remember, **student body cards are required for admittance to Sky View school socials.**

We keep records of students who buy their student body cards. If you lose your card, you must pay \$2 for a duplicate.

# STUDENT LIFE

## Physical Education

*A sound mind in a sound body is a short but full description of a happy state in this world.*

*~John Locke (1632-1704)*

Even in the seventeenth century people knew that healthy people live longer and live better. A study of over one million fifth, seventh and ninth graders show that the most physically fit students perform better academically. Both the State of Oregon and the Bend-La Pine School District recognize the importance of sound bodies for students. All Sky View students participate in physical education classes on a regular basis. The only exception will be when students are assigned to health class, Approximately 9 weeks of health will be integrated into each student's P.E. grade.

At Sky View, we take full advantage of our P.E. classes by abiding by the following:

### Expectations:

- Daily attendance, full participation and appropriate dress.
- Respect others' rights and responsibilities.
- Demonstrate teamwork and sportsmanship
- Understand and strive for a higher level of physical fitness at all times.
- Develop and use lifelong skills and attitudes.

### PE Dress Code:

All students will be required to change from their regular school clothing into a Sky view P.E. Uniform. The uniform consists of blue shorts and a grey T-shirt. A Sky View logo shorts/shirt set may be purchased for P. E. along with sweatpants and sweatshirt. Not wearing the mandatory uniform will result in a consequence. If purchasing a uniform is difficult due to financial concerns, a loaner shirt and shorts will be provided.

Shoe policy: the PE Staff requires all the students to have an athletic style shoe with a non-marking sole. Unacceptable shoes include skate shoes that don't tie, boots, sandals, flip-flops and/or slippers. If the wrong type of shoe is worn, the student will not be allowed to participate for that day and a consequence will be given.



### Locks and Lockers:

Students will be assigned a P.E. Locker for their mandatory P.E. uniform and shoes (This is separate from their school locker) in order to change from their regular school clothing into a Sky View P.E. uniform. One lock will be provided for each student.

- Students should not share locker or combinations.
- Students are responsible for all items kept in their P.E. lockers, including but not limited to P.E. uniforms, athletic shoes and socks, towel, pencil, comb, deodorant.
- Students are expected to lock their belongings in their lockers. SVMS is not responsible for lost or stolen items.

### Gym Rules:

- No gum, food or drink is allowed in the gym.
- While participating in PE activities, ONLY LACED athletic shoes may be worn.
- Bleachers are off limits
- Enter the gym only through the locker room doors.
- Absolutely no rough housing or unsafe play in the gym or any other school venue.

### Participation Policy:

Our philosophy for P.E. revolves around the idea that each student will participate 100% of the time. If a student is unable to participate, a note from home is required for them to be excused for that day. If a student needs to be excused for a long period of time, due to a medical reason, a note from their doctor is required.

# In an Emergency When you hear it. Do it.



Lockout



Lockdown



Evacuate



Shelter



Counter

---

## LOCKOUT! Secure the Perimeter.

### Students

Return inside  
Business as usual

### Teachers

Bring students into the building  
Increase situational awareness  
Take roll  
Business as usual

---

## LOCKDOWN! Locks, Lights, Out of Sight.

### Students

Move away from sight  
Maintain silence

### Teachers

Lock classroom door  
Turn out the lights  
Move away from sight  
Maintain silence  
Wait for responder to open door  
Take roll

---

## EVACUATE! Follow Directions

### Students

Leave your stuff behind  
Form a line  
Hand in hand

### Teachers

Lead evacuation to location  
Take roll  
Notify if missing, extra or injured student

---

## SHELTER! Follow Directions

### Students

Shelter types:  
1. For tornado  
2. For bomb  
3. For hazmat

Shelter methods:  
1. Drop, cover and hold  
2. And seal  
3. In silence

### Teachers

Shelter type  
Shelter method  
Take roll

---

## COUNTER! Defend Yourself!

Only when your life is in danger.



# STUDENT LIFE

## Staying After School

School ends at 2:40 pm. Unless you have a supervised activity after school, you must leave the school grounds by 3:00. After 3:00, the only students who can be on campus must be in the library or supervised in a school-sponsored activity.

When you are staying after school, remember, all school rules and expectations apply as long as you are on campus. Also, please be aware members of the Sky View staff continue to work even after the official student day ends. It makes it hard for us to do our jobs when there are disruptions. Whether you are waiting to be picked up right after school or after sports, please follow these simple guidelines:

- Wait inside the foyer or in front of the school.
- Be seated and use quiet voices and appropriate language.
- Bouncing or throwing balls is only allowed in the gym.
- Bikes, scooters, skates and skateboards should be walked and/or carried while on campus.
- Horseplay anywhere on school property, including outside is not allowed.
- Loud noises, playing instruments, and other disruptions are not okay.

## Dress for Success

School is your workplace. You need to come to school in appropriate clothing just like your parents do when they go to work. Comfortable clothes that allow you to focus your attention on learning and school activities and do not distract others are appropriate. Complete dress and shoes are required at all times. Pajamas, costumes, slippers and beachwear are not appropriate choices.

### Dress and grooming:

The following guidelines shall apply to all regular school activities:

1. Footwear appropriate for school activities must be worn at all times. Footwear standards shall be concerned with health requirements, and with prevention of accidents and injury. Footwear with a hard sole must be worn at all times.
2. Clothing and jewelry should be safe and not include writing, pictures, or any other insignia, which are crude, vulgar, profane, sexually suggestive or which advocate racial, ethnic or religious prejudice, or which depict drugs, alcohol. Or any illegal activities.
3. No clothing, article of clothing, or manner of wearing clothing which is distracting/disruptive to the educational program shall be worn on campus or at school activities. Student attire is required to be modest at all times (avoiding excessive or inappropriate exposure). All clothing shall be worn in a reasonable manner that does not expose underwear, undergarments, midriffs, or buttocks. Examples include but are not limited to: Sunglasses, pajamas, costumes, excessively short skirts/shorts, pants worn below student's waistline, or overly revealing shirts/tops.
4. For student safety and identification purpose, hoods are to be worn down while inside the building. Other articles that prevent identification (i.e. masks, etc.) are also prohibited.
5. No student shall wear any article of clothing, jewelry, or accessory which, in the opinion of the school building administrator, poses a threat to the physical well-being and safety of the student or others (examples include, but are not limited to; spiked collars, chains etc.).
6. No clothing or any article of clothing (including but not limited to: gloves, bandanas, hats, shoes, shoestrings, wristbands, jewelry, belts, or manner of wearing clothing) related to a group or gang, which may provoke, be patently offensive, or intimidate others shall be worn on school grounds or at school activities. Gang-related clothing may vary and may change from year to year. Consequently, the principal, or his /her designee, shall have the authority to identify and disallow various attire as needed.
7. Teachers and coaches may modify dress requirements to accommodate the special needs of certain sports events, and/or classes.
8. Students wearing inappropriate clothing or accessories will be sent to the main office and instructed to modify their attire appropriately. If necessary, students dressed inappropriately will need to call home to acquire appropriate attire. Students who repeatedly wear inappropriate clothing may also receive further discipline consequences.



# ATTENDANCE

## **Sky View's Attendance Policy**

Establishing a good attendance record will help you academically in school and is good practice for when you join the work force. Students who regularly miss school find their learning suffers because many learning experiences in the classroom are often impossible to recreate in the form of homework.

### **Under Oregon law (339.065 and District Policy JEA) excused absences:**

Regular attendance in each class by every student is expected, unless illness or an emergency exists. If you are going to be absent, your parents are asked to call the school's Attendance Office (355-7710) by 9:00 am.

### **Lawful absences include:**

1. Illness or injury of student or family member.
2. Medical or dental appointments
3. An unusual circumstance beyond a family's control.
4. An absence is excused if it is imposed or sanctioned by the school.

An absence may also be excused for other reasons where satisfactory arrangements are made in advance of the absence. All other absences including trancies will be considered unexcused.

### **Tardies:**

If you arrive at school after the 1<sup>st</sup> period class bell, report to the attendance office. Tardiness to periods 2-8 will be addressed with that class period's teacher.

### **Excuses:**

Upon return to school, students need to present a written excuse from a parent or legal guardian, within 3 days to the secretary in the attendance office. This note should state:

- The student's first and last name
- The reason for the absence
- Days and dates of the absence
- Parent's/Guardian's signature

## **Prolonged Illness/Absence:**

Chronic absences require a doctor's note stating the medical reason why the student cannot attend school. Students who are absent for more than ten consecutive school days for health related reasons may qualify for home tutoring. Please contact an administrator or counselor for information. After ten days of consecutive absences we must, by law, withdraw a student from school.

## **Prearranged Absences:**

If you know that you will be absent from school, notification from a parent/guardian needs to be given to the Attendance Office 3 days prior to the absence in order for the absence to be excused. Forms to make necessary arrangements are available in the Attendance Office. Students are responsible for getting assignments in advance and for making up all missed work and turning it in on the day they return. Grading and credit for assignments may be altered at the teachers' discretion for prearranged absences.

## **Missed School Work**

When you are out of school more than two days for an excused absence, make-up work can be obtained from the attendance Office at [355-7710](tel:355-7710). Homework is available for parents to pick up 24 hours after the request is submitted.

Students need to work with their teachers for the completion of any work, which is due as a result of an absence. Students will be given the number of days they are absent plus one day to complete makeup work.

## **Attendance Area Change Request:**

If you are on an Attendance Area Change Request, it may be revoked due to poor attendance, failing grades, and/or misbehavior.

# MORE ABOUT ATTENDANCE

Being on time is a good habit to develop. Teachers take roll and provide instructions at the beginning of each class, so coming to class on time, ready to learn is a courtesy to teachers and classmates. When you are tardy, your teacher must stop what he or she is doing and your classmates must wait while the teacher deals with the interruption.

Arrival to school each morning: The Sky View cafeteria and gymnasium opens to students at 7:15 am. Students should plan on arriving to school by 7:30 am, but **no later than 7:35.**

Arrival to class each period: Being on time to class means being in your seat when the bell rings, prepared with all necessary material. **Each and every time students are late (unexcused) to a class they will receive a consequence. Chronic tardiness can result in consequences including lunch detentions and /or suspensions.**

## Ways to avoid being tardy:

- ☒ Get to school on time – by 7:30 am so you have time to go to your locker.
- ☒ Go directly to class. Do not get caught up in socializing!
- ☒ Plan ahead and leave your house earlier during stormy weather.
- ☒ Plan ahead-avoid unnecessary locker stops by taking the necessary materials with you for several classes.
- ☒ If your locker jams, go to your next class and ask your teacher for a pass to fix the problem.
- ☒ If you need to use the restroom or run an errand that will make you late, get a pass from your next teacher first.
- ☒ Get a pass from a teacher if you are held late.

All schools are required to have a minimum average attendance of 92% for all of their students. Any student who is absent more than 14 days of school per year will fall below the required minimum.

The State of Oregon recognizes the important role of attendance in students' success in school by including it as an integral part of every school's yearly **Oregon Department of Education Report Card** rating.

96% and above	=	exceptional
94% - 95.9%	=	strong
92% - 93.9%	=	satisfactory
89% - 91.9%	=	low
Below 89%	=	unsatisfactory

Both excused and unexcused absences are recorded in a student's official attendance record. Religious holidays, authorized school absences for field trips, in-school events and school athletics are not counted as absences.

## ATTENDANCE PHILOSOPHY

School attendance is critical to a student's success in the classroom. Due to the importance of student attendance the Oregon's School Report Card make student attendance a cornerstone of their evaluation of schools. It is nearly impossible for a student to completely make-up experiences missed when absent from a class. The value of participating in class activities, interacting with the instructor and peers and feedback received during the class cannot be equaled with make-up assignments. It is important the student and parent realize any excused absence would be taken only with a great deal of discretion.

# MORE ABOUT ATTENDANCE

## ATTENDANCE EXPECTATIONS

Regular attendance in each class by every student is expected unless illness or an emergency exists. If a student is going to be absent for the day, parents are asked to call the school's attendance office by 9:00 am at 541-355-7710.

It is understood students may be absent from class for a variety of legitimate reasons. In order for an absence to be excused it is the responsibility of the parent and student to make contact either by phone or written notification to the Attendance Office. To be excused, an absence must be due to one of the acceptable reasons under Oregon state law. Contact should be made prior to, or on the morning of the return to school. Phone notification or written notes should be received within one day following the student's return to school or the absence will be regarded as unexcused and may be treated as truancy. If there are extenuating circumstances for the failure to make contact, the school may make an exception.

## ATTENDANCE PRACTICES

Oregon law establishes the conditions under which a school may choose to excuse a student's absence.

### **ORS 339.065 Estimates of attendance; irregular attendance; excused absences:**

- 2) An absence may be excused by a principal or teacher if the absence is caused by the pupil's sickness, by the sickness of some member of the pupil's family or by an emergency. A principal or teacher may also excuse absences for other reasons where satisfactory arrangements are made in advance of the absence.

Whenever possible, pre-arranged absences should be arranged at least three days before the student is to be gone so appropriate arrangements can be made with teachers for assignments. **The student's prior attendance and tardy record will be considered in determining if an absence is to be excused by the school.** Patterns of irregular attendance can be grounds for not excusing absences.

## **CONSEQUENCES FOR UNEXCUSED ABSENCES (Bend-La Pine IKAD-AR and ORS 339.010-339.990)**

Oregon State Law requires compulsory school attendance and requires youth aged 7-18 to attend school on a regular basis. Irregular attendance is defined by the State as, "Eight or more half day absences in a 20 day period."

1. When an absence has been determined by the school to be unexcused, teachers may require the student to complete the missed class work, but may deny credit for the work.
2. Repeated irregular attendance is a Class C violation and may be referred to the District Attorney, or other appropriate authority, and could result in a citation of up to \$180 per child.
3. A student may also face expulsion for repeated irregular attendance.

The final determination of whether an absence is excused and the appropriate consequence issued, will lie with the school in accordance with their discipline procedures.

# ATHLETICS & ACTIVITIES

## Sky View Sports Information:

Athletics play an important role in the extracurricular program at Sky View Middle School. The programs offered to our students provide far more than the opportunity to hone athletic skills. Competition in sports teaches Sky View students how to develop inner strength, how to function within a team and how to win and lose gracefully. These athletic endeavors allow our students to promote a sense of self worth.

It is the goal of the Sky View athletic program for all our student to succeed in their chosen athletic programs, keeping in mind that success means that winning is not as important as participating, having fun and doing your best. Certainly our athletes play and compete with the intention of winning.

There is a \$40 participation fee for each sport and each athlete must have a current physical on file in order to participate. 6<sup>th</sup> and 7<sup>th</sup> graders need to have a physical no earlier than the summer before both their 6<sup>th</sup> and 7<sup>th</sup> grade year. If an athlete gets a physical during their 7<sup>th</sup> grade year, they do not need one for their 8<sup>th</sup> grade year. Students who need financial assistance to pay for the participation fee should talk to Mr. Jones, Sky View's Athletic Director or their counselor.

### The following sports are sponsored by Sky View:

Fall Season	6 <sup>th</sup> -8 <sup>th</sup> Grade Cross Country
	7 <sup>th</sup> -8 <sup>th</sup> Grade Football
	7 <sup>th</sup> -8 <sup>th</sup> Grade Volleyball
Winter Season	6 <sup>th</sup> -8 <sup>th</sup> Grade Wrestling
Spring Season	6 <sup>th</sup> -8 <sup>th</sup> Grade Track and Field

## Athletic Expectation:

As with any extracurricular activity, all school wide behavioral expectations are enforced when a student is involved in sports at Sky View. Sportsmanship during practices and contests is expected. If a student athlete has been suspended from school, he or she may not practice or play on the days of the suspension. Any missed practice or game time due to academic suspension may lead to further loss of playing time and will be left to the discretion of each coach.



## Sky View Sportsmanship Policy:

Every student athlete is to conduct themselves with good sportsmanship. Good sportsmanship is defined as the creation of an atmosphere of courtesy and fair play toward officials, contestants, and spectators at all such activities.

In the event an athlete is acting or has acted in an unsportsmanlike manner, the athlete will immediately be declared ineligible to participate in any further athletic contests. Further participation will be determined by the principal and athletic director after the following steps have been completed:

1. A meeting with parent, coach, or administrator.
2. An agreed upon plan to prevent this type of occurrence in the future.

Failure to follow this plan or another episode of bad sportsmanship can result in dismissal of student from the team.



## Athletic Regulations:

- Appropriate behavior for all athletes is mandatory at all times.
- Any student, who is suspended from school the week of a contest, will not be able to participate in any contest held that same week.
- Practices or games are not excuses to miss detention.
- Athletes who have been dropped from the team for disciplinary reasons will not be allowed to become a member of any other sport during that season.
- All athletes need to make academics their top priority.
- Athletes are expected to be on time (not tardy) the day of competition.
- Athletes who are sick or too injured to participate in PE classes shall be considered unavailable for an athletic event that same day. You must dress down and participate to be eligible.
- Students shall not be allowed to participate in athletics if they have outstanding fines or other charges due to any school in the district.
- For out of town athletic events, students may ride home with their parent only with a signed not.
- All student athletes must have fun while playing a sport at Sky View.

# ATHLETICS & ACTIVITIES

## Athletic Eligibility

### Important News for High School Athletes:

Middle School students must be aware that their academic progress during their eighth grade year may determine their high school eligibility status at the start of their freshman year. They are required to maintain a minimum GPA of 2.0.

### Academic Accountability:

Sky View has an academic accountability program designed to hold our students accountable in the classroom and in the athletic arena.

**GOAL:** To have every student athlete at SVMS perform in a positive manner in the classroom and in the athletic arena. This program is designed to be inclusive and prepare our students for the expectations they will face in high school.

**PROCESS:** All students must turn grade check cards in by the due date. All teachers will sign this card with your current grade listed. Not turning in this card by the due date will result in a one game suspension.

If a student receives all C's and above on the first grade check, then they will not have to turn in the weekly grade check forms. But, if at any time a teacher notices you slip to a D or lower, they can place you on the weekly grade check plan. If the student athlete receives a D or lower on the first grade check in any class, then they will be placed on a weekly grade check plan throughout the season.

If the student receives an F or NO Pass (NP) in any class, the student athlete will not participate in the next athletic event. The student athlete will be placed on 1 week probation. The student athlete still needs to show up for practice but is not eligible to compete in games.

In order to compete in the next athletic event, the student athlete will need to show they are passing or showing significant improvement on the next weekly grade check sheet in order to participate in the next athletic event.



## Extracurricular Activities:

**Students must be in attendance all day to participate in any school-sponsored activity/athletics, musical performances, school socials, etc.**

### Assemblies:

Assemblies are for the students and staff at Sky View Middle School. Parents or immediate family members accompanying parents are welcome. Any exception to visitor attendance requires prior administrative approval. To show consideration for others at assemblies, please observe the following guidelines:

- All students/staff will attend assemblies and sit together.
- When dismissed from class, stay with your teacher and class and walk quickly and quietly into the designated assembly area.
- All materials should be left in the classrooms.
- Sit with your class unless instructed otherwise.
- Go up to the bleachers one step at a time to prevent accidents.
- Once the assembly director asks for quiet, please stop all conversation.
- During the assembly, clapping is the only acceptable response from the assembly audience. Whistles, throwing of objects, yelling stomping of feet, etc. are behaviors that do not show consideration of others.
- Remain seated until your class or row is excused.
- The opportunity to attend assemblies is a privilege contingent upon appropriate student conduct. If you misbehave you will be subject to loss of privilege of attending assemblies.

### Events outside of regular school hours:







These events can include a variety of fun activities: open gym, game room, music and dancing. Socials are great opportunities to meet new friends.

The following expectations apply to all school socials:

- Students are not allowed to bring guests to school socials.
- All school rules and expectations apply during school events.
- Students attending must stay for the entire event.
- Your ride must pick you up within 15 minutes after the event. Those not honoring this expectation may lose the privilege of attending the next social.
- Students who receive an in-school or out-of-school suspension in the window of time between events may not attend.
- School policy also prevents students who are absent the day of the event from attending.








# POSITIVE BEHAVIOR SUPPORT

Our goal and our three school wide rules are for students to be safe, respectful and responsible. The cart below describes the expected behaviors in the many areas of our school. During the year, we will be discussing and reviewing ways to make SVMS a great place to work, learn, and have fun. The SVMS staff will be helping you to develop and maintain a productive school where positive behaviors are recognized and supported.



Area	Be Safe	Be Respectful	Be Responsible
<b>School Wide expectations</b> 	<ul style="list-style-type: none"> <li>☑ Report all dangerous situations to an adult immediately.</li> <li>☑ Book bags and backpacks kept in lockers.</li> <li>☑ Keep hands and feet to yourself AT ALL TIMES.</li> </ul>	<ul style="list-style-type: none"> <li>☑ G-Rated language at school.</li> <li>☑ Keep hands and feet to yourself AT ALL TIMES.</li> <li>☑ Speak to others with respect.</li> <li>☑ Use quiet voices.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Adhere to dress code.</li> <li>☑ Be on time to all classes.</li> <li>☑ No public displays of affection.</li> <li>☑ Keep hands and feet to yourself AT ALL TIMES.</li> </ul>
<b>Hallways/Stairwells &amp; Balcony</b> 	<ul style="list-style-type: none"> <li>☑ Walk at all times.</li> <li>☑ Walk on the right side of the hallway.</li> <li>☑ Keep hands and feet to yourself.</li> <li>☑ Arrive at class on time.</li> <li>☑ Move to commons or classrooms to visit.</li> <li>☑ NO YELLING. Use quiet voices.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Halls are G-rated.</li> <li>☑ Use kind words and actions.</li> <li>☑ Respect property, yours and others.</li> <li>☑ Use quiet voices.</li> <li>☑ Whisper when classes are in session.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Food or open drinks in the hall are prohibited.</li> <li>☑ Use drinking fountains appropriately.</li> <li>☑ Use a hall pass during class time.</li> <li>☑ Use wastebaskets for trash.</li> <li>☑ Do not visit in the halls.</li> <li>☑ Use quiet voices.</li> <li>☑ Do not "hang out" in the halls during passing period.</li> <li>☑ Flush toilets after use.</li> <li>☑ Inform adults of concerns or problems, or vandalism.</li> <li>☑ Conserve paper products.</li> </ul>
<b>Restrooms</b> 	<ul style="list-style-type: none"> <li>☑ Keep water inside the sink</li> <li>☑ Wash hands.</li> <li>☑ Put paper towels in the garbage.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Give people privacy.</li> <li>☑ Respect property.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Report to your teacher before coming to the office.</li> <li>☑ Sign in/out at the Attendance Office when arriving late or leaving early.</li> </ul>
<b>Office/Counseling</b> 	<ul style="list-style-type: none"> <li>☑ Check in at the Attendance Office before entering the health room.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Use appropriate words and actions.</li> <li>☑ Use quiet voices.</li> <li>☑ Wait your turn in line.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Report to your teacher before coming to the office.</li> <li>☑ Sign in/out at the Attendance Office when arriving late or leaving early.</li> </ul>
<b>Cafeteria</b> 	<ul style="list-style-type: none"> <li>☑ Walk at all times.</li> <li>☑ Report all spills.</li> <li>☑ Eat only your own food.</li> <li>☑ Remain seated until dismissed by an adult.</li> <li>☑ One person per seat.</li> <li>☑ Use quiet voices.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Use good manners.</li> <li>☑ Clean up your area.</li> <li>☑ Stay off stage.</li> <li>☑ Remain seated until dismissed by an adult.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Wait in line patiently.</li> <li>☑ All food and drinks must stay in approved eating areas.</li> <li>☑ Dispense of trash and recyclables in proper containers.</li> <li>☑ Clean up your area.</li> </ul>
<b>Bus Area</b> 	<ul style="list-style-type: none"> <li>☑ Stay behind the yellow line.</li> <li>☑ Keep hands and feet to yourself.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Use kind words and actions.</li> <li>☑ Follow bus rules.</li> </ul>	<ul style="list-style-type: none"> <li>☑ Wait in line patiently.</li> <li>☑ Dispose of litter in trash cans.</li> </ul>



# POSITIVE BEHAVIOR SUPPORT CONTINUED

Area	Be Safe	Be Respectful	Be Responsible
<b>Library</b> 	<ul style="list-style-type: none"> <li>✓ Walk at all times.</li> <li>✓ Keep all four chair legs on the floor.</li> <li>✓ Handle materials with care.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Work individually.</li> <li>✓ Use a quiet voice.</li> <li>✓ Clean up the area and push chairs under tables.</li> <li>✓ Return books to their correct place.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Wait in line patiently and quietly.</li> <li>✓ Ask for assistance from the library staff</li> <li>✓ Return books on time.</li> <li>✓ Keep food and drinks out of the library.</li> <li>✓ Use computers responsibly.</li> </ul>
<b>Computer Lab</b> 	<ul style="list-style-type: none"> <li>✓ Walk at all times.</li> <li>✓ Keep hands and feet to yourself.</li> <li>✓ Use chairs and tables appropriately.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Work individually.</li> <li>✓ Use a quiet voice.</li> <li>✓ Respect equipment.</li> <li>✓ Stay in your own learning place.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Wait in line patiently.</li> <li>✓ Follow computer lab guidelines.</li> <li>✓ Lab should be used with staff permission only.</li> <li>✓ Print only what is needed for schoolwork.</li> <li>✓ No food or drinks.</li> </ul>
<b>Assemblies</b> 	<ul style="list-style-type: none"> <li>✓ Maintain clear aisles.</li> <li>✓ Wait for dismissal instructions.</li> <li>✓ Arrive and leave in an orderly fashion.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Keep hands and feet to yourself.</li> <li>✓ Listen responsibly.</li> <li>✓ Show appreciation appropriately.</li> <li>✓ Sit quietly during presentations.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Focus on presentation.</li> <li>✓ Sit with your class.</li> <li>✓ Listen for and follow directions.</li> </ul>
<b>PASS Room</b> 	<ul style="list-style-type: none"> <li>✓ Keep hands and feet to yourself.</li> <li>✓ Use chairs and tables appropriately.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Listen responsibly.</li> <li>✓ Use appropriate words and actions.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Bring referral.</li> <li>✓ Sit quietly.</li> <li>✓ Wait patiently.</li> <li>✓ Work on assignments.</li> </ul>
<b>Lockers</b> 	<ul style="list-style-type: none"> <li>✓ Open and close quietly and carefully.</li> <li>✓ Keep lockers clean.</li> <li>✓ Do not touch others' lockers.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Open/close quietly.</li> <li>✓ Use only your own locker.</li> <li>✓ Use temporary and appropriate decorations inside only.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Keep lockers organized.</li> <li>✓ Keep combination confidential.</li> <li>✓ Do not jam or rig to prevent it from locking.</li> <li>✓ Report locker issues to the attendance office.</li> </ul>
<b>Gym</b> 	<ul style="list-style-type: none"> <li>✓ No food or drink in the gym area.</li> <li>✓ Bleachers are only used with permission.</li> <li>✓ Gym is used only with supervision.</li> <li>✓ Hands &amp; feet to yourself.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Be a team player.</li> <li>✓ Include everyone.</li> <li>✓ Encourage others.</li> <li>✓ Hands and feet to yourself AT ALL TIMES.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Wait for directions.</li> <li>✓ Show good sportsmanship.</li> <li>✓ Use equipment appropriately with care.</li> <li>✓ Return equipment to designated area.</li> </ul>
<b>Student Phone</b> 	<ul style="list-style-type: none"> <li>✓ Emergency use only.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Use appropriate volume of voice.</li> <li>✓ Wait your turn in line.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Call only parent or guardian for emergency reasons.</li> <li>✓ Conversation is limited to emergency.</li> </ul>

# POSITIVE BEHAVIOR SUPPORT CONTINUED

Area	Be Safe	Be Respectful	Be Responsible
Fire, Earthquake and Lockdown Drills 	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Stay with an adult at all times.</li> <li><input checked="" type="checkbox"/> Walk safely and silently.</li> <li><input checked="" type="checkbox"/> Keep hands and feet to yourself.</li> <li><input checked="" type="checkbox"/> Stay on the correct route.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Walk around the bushes.</li> <li><input checked="" type="checkbox"/> Stay on the walkways when possible.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Find line and place as quickly as possible, and stay there.</li> <li><input checked="" type="checkbox"/> Stand silently.</li> <li><input checked="" type="checkbox"/> Listen for and follow directions.</li> </ul>
Scooters, Bicycles, Skateboards and Rollerblades 	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Wear a helmet.</li> <li><input checked="" type="checkbox"/> Walk bike, scooter, etc. when on school grounds. <b>ABSOLUTELY NO RIDING ON SIDEWALKS OR PATIOS BEFORE, DURING, OR AFTER SCHOOL.</b></li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Respect other people's property.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Obey school signs.</li> <li><input checked="" type="checkbox"/> Carry scooters, boards and rollerblades at all times on any school property.</li> <li><input checked="" type="checkbox"/> No riding on Lava Ridge property.</li> </ul>



# SKY VIEW RULES & EXPECTATIONS

## Rules and Consequences

Students are responsible for their conduct at school, while traveling to and from school, and during school-sponsored events. Consequences for misbehavior depend upon the severity of the misbehavior and the student's history of conduct. If a student demonstrated excellent behavior and then becomes involved in an infraction, school officials will consider the student's positive behavior record prior to taking action. If a student has continually repeated or been involved in inappropriate conduct, then consequential action will be more severe.

## Student Management Procedures

Disciplinary actions are taken with the aim of correcting behavior patterns. Most behavior problems can be handled routinely with properly organized school and classroom programs. Nearly all students respond satisfactorily to friendly encouragement, firm direction and understanding guidance. Various counseling and disciplinary measures are used by school personnel to correct behavioral problems. However, when attempt at remediation fail, or in cases of serious rule infractions, suspension and expulsion may be enforced.

### Detention/Loss of Privileges:

- Detention and/or suspension removes students from their normal schedule. The student is assigned to a separate, supervised environment away from usual school activities and/or limited access to a particular area at Sky View including use of the school bus.
- Loss of privileges may include denied use of specific school equipment, attendance in extracurricular activities and/or limited access to a particular area at Sky View including use of the school bus.
- Students will be notified of detention or loss of privileges, including charges of rule violation(s) and the date(s) and length of the detention or loss of privileges.

### Lunch Detention:

- Be seated in the lunch detention area at the start of the lunch period.
- Bring schoolwork or a book to read.
- Work independently-absolutely no talking.
- Detention will be doubled or increased consequences issued for students who do not show up, arrive late, talk or do not use their time wisely.



## Suspension (in or out of school):

- A suspension is determined by the school administration after reviewing available information and temporarily removes a student from attending classes for up to 10 days.
- Parents and students will be notified of the suspension in writing including charges of rule violation(s) and the date(s) and length of the suspension.
- The length of the suspension will be determined by the severity of the act and the student's history of conduct.
- Suspended students may not participate in extracurricular activities or come on campus during the term of suspension without written approval by the school administration.
- Students are responsible for completing all academic work missed due to suspension.

## Searches & Confiscation:

- General search of school properties assigned to students for their use may occur at any time. In cooperation with local law enforcement agencies, drug dogs (CODE) may be used during the school day or at school activities. Items belonging to the school as well as illegal items (weapons, drugs, alcohol, firearms, etc.), may be seized. Items seized shall be turned over to the proper authorities or returned to the true owner unless illegal.

## Expulsion:

- Expulsion is the termination of a student's right to attend classes, school activities or be on Sky View property.
- After review of pertinent information, and a meeting with the student and parents, expulsion will be recommended by the school administration to the superintendent.
- Parent and students will be notified of the expulsion in writing including charges of rule violation(s) and an expulsion hearing will be scheduled.

## Citations:

- Students are subject to national, state and local laws. When it appears a student commits a crime at school, the administration will inform the Bend Police and an investigation will be conducted. Based upon the results of the investigation, the student may be cited by the police and recommended to juvenile court authorities.

## Restitution:

- The student may be required to assume responsibility for restitution of lost or damaged materials, equipment or other school or personal property.
- Restitution may be monetary or through work/community service as determined by the school administration. Restitution may occur in conjunction with any of the above disciplinary actions.

# SKY VIEW RULES & EXPECTATIONS CONTINUED

## Referral Forms:

Students who do not conform to school rules may receive a referral form. Confirmation of the contents of the referral may be established verbally between a school administrator and the parent.

The behaviors listed on the next two pages are deemed inappropriate for students attending Sky View Middle School. The lists are not exhaustive and situations not listed will be handled at the discretion of the school administrators in accordance with school policy and established procedures. The administration reserves the right to treat each case on an individual basis and administer consequences accordingly.

### Board Policy-Student Conduct and Discipline Code JG Section: Students

A primary focus of the district is to provide a suitable educational environment for students of the district. Students shall pursue their prescribed course of study, comply with the written rules of the district, submit to the lawful authority of teachers and district officials and conduct themselves in an orderly manner.

Students shall be liable to discipline, suspension or expulsion for misconduct.

A student code of conduct, developed under the leadership of the district administration and in cooperation with the staff, will be made available to parents and students and enforced in the school.

**Expulsion, police citation, safe school assessment, and/or extended out of school suspension may be recommended on the first offense for the following crimes:**

## Alcohol, Marijuana, Dangerous and/or Imitation Drugs:

Using, possessing, selling, distributing or being under the influence of alcohol, drugs, other intoxicants or possessing any drug paraphernalia. A dangerous drug is defined as any drug obtainable with or without a prescription that has been used in a manner dangerous to the health of the user.

## Arson:

Starting a fire at school or using fire to destroy or attempt to destroy property.

## Assault:

Intentionally or recklessly causing physical injury to another.

## Defiance of Authority:

Refusal to follow the reasonable requests of Sky View staff. This includes inappropriate or rude behavior.

## Disorderly Conduct:

Purposeful disruption or obstruction of the normal functioning of school through violence, defiance, force, noise, coercion, threats, intimidation or other aggressive behaviors.

## Extortion:

Obtaining money, goods or favors from another person by threats or intimidation.

## Fighting:

Fighting is strictly prohibited. Fighting is defined as any physical contact that might result in injury to another person. This also includes any provocative action or speech by participants or spectators, which has the result of escalating or prolonging the conflict. Examples include, but are not limited to – yelling, taunting, shoving, spreading negative rumors, promoting conflict, or recording the incident. Students must walk away from conflicts that could lead to fighting.

## Harassment/Intimidation:

Includes verbal, physical, electronic or written abuse which insults, ridicules, threatens, bullies or otherwise torments another person.\*

District Policy (Code JFCFA/GBNAA-AR) states that “Any form of harassment using electronic devices, commonly known as “cyber bullying” by students, staff, or third parties is prohibited, and will not be tolerated by the district.”

## \*Responding to Bullying and Harassment:

Sky View asks students to follow the three R's (**Recognize, Refuse, Report**) when responding to bullying:

- In **Recognize**, students identify the ways people are bullied.
- In **Refuse**, students use assertive training by saying: “I don’t like it when you...stop or I’ll report it.”
- In **Report**, students are instructed to tell a trusted adult (parent, teacher, counselor or principal) immediately if the bullying doesn’t stop. Without it being reported, the cycle of bullying behavior will likely continue.

## Lewd Conduct/Obscenities:

Indecent exposure and/or use of obscene or profane language whether spoken, written or gestured. This includes use of sexual innuendo.

## Sexual Harassment:

It may be verbal, visual, written, electronic or physical in nature and includes unwelcome sexual advances, requests for sexual favors and/or physical touching. More subtle forms of harassment such as posters, cartoons, caricatures and jokes of a sexual nature are also prohibited.

# SKY VIEW RULES & EXPECTATIONS CONTINUED

## **Theft:**

Taking, giving, or receiving property that does not belong to you or being in the possession of a stolen item or property reported lost or missing.

## **Unlawful Entry:**

Forceful, unauthorized or illegal entrance onto school grounds or into school buildings or classrooms (including searching or looking into faculty desks, closets or files.)

## **Vandalism:**

Damaging or defacing (including graffiti) school or private property, lockers, walls, bathrooms, etc. Altering material that does not belong to you including computers, computer programs and disks. The student and the parents of the student may be liable for the amount of the assessed damages.

## **Weapons:**

Possession, handling, use, or transmission of any object that is considered a weapon or a look-alike weapon. Weapons include but are not limited to firearms, knives, metal knuckles, clubs, poisons or explosives of any kind. Potentially dangerous objects such as bats, slingshots, chemicals of any kind and fireworks will also be considered weapons.

**The following behaviors may result in detention, loss of privileges and/or suspension on the first offense; serious or repeated offenses may result in recommendation for expulsion.**

## **Cheating/Plagiarism:**

Using unauthorized material for a test, quiz or assignment, presenting material that is not your own work; talking for any reason during an examination; looking in the direction of another student's paper during an exam; or providing answers to someone is strictly prohibited. No credit will be given for any exam, assignment or project on which a student cheated.

## **Dress Code Violations:**

Appropriate attire must be worn at all times. Refer to page 16.

## **Forgery:**

Willful use of a forged document, including signing a parent's or staff member's name to a note, pass or referral.

## **Gambling:**

To wager money or anything of value on the outcome of a game, contest or other event.

## **Inappropriate Displays of Affection:**

Physical contact of a romantic nature such as sitting on someone's lap, intimate hugging, or holding hands.

## **Inappropriate Behavior in the Classroom:**

Any behavior that interferes with the learning process or interrupts the right of another student to learn or a teacher to teach.

## **Littering:**

Failing to dispose of trash in the proper manner.

## **Lying:**

Making any false or misleading statement or leaving out critical information—before answering a question for a Sky View staff member, carefully consider the answer. Lying will compound the consequence.

## **Misbehavior on the School Bus:**

Not following the bus driver's instructions governing riding the school bus may forfeit the student's right to ride the bus.

## **Tobacco, eCigarettes, Vape pens:**

Sky View is a tobacco-free and nicotine-free campus. The use and/or possession of tobacco in any form (including chew) is strictly prohibited, as is the possession, distribution and use of eCigarettes, vape pens, or any device that can be used for the delivery of nicotine products.



# SKY VIEW RULES & EXPECTATIONS CONTINUED

## Cafeteria Manners & Etiquette:

- Adhere to commonly accepted dining manners—pretend your mother is watching!
- Use a quiet voice.
- Keep the cafeteria clean.
- Do not throw anything in the cafeteria.
- Do not play with your food or lunch containers.
- Do not take other people's food or belongings...not even as a joke.
- Respectfully follow the instructions of the adults on duty the first time you are asked.

Students who do not follow simple rules of etiquette will be required to clean the cafeteria or be assigned lunch detention. The library is open for students who get a pass from a teacher or the library in advance of the lunch period.

## Rules for Lunch Period Venues:

- Gym—Play by the rules and most importantly, stay in control of yourself.
- The cafeteria is for socializing not playing. Do not run, chase or use a loud voice.
- Patio area and basketball courts—adhere to adult supervisor's boundaries.



## Hallway expectations:

Approximately 750 students and staff members move through Sky View's hall during each break. Students should be aware that running and horseplay in our crowded hallways often results in injuries. To avoid unnecessary problems, adhere to the following hallway rules:

- Go to a common area or classroom as soon as possible. Do not stop to socialize in the hallways.
- Never run.
- Never participate in horseplay.
- No public display of affection.
- Always keep your hands and feet to yourself.
- Never slam a locker.
- Do not block hallways.
- Use an inside voice.
- Walk on the right side of the hall.
- During class time, students must have a pass to be in the hall.

## Bicycles, Skateboards & Non-Licensed Motorized Vehicles:

Bicycle riders and skateboarders are expected to WALK their vehicles anywhere on the Sky View campus. Bikes must be locked in the bike racks in front or back of the school and skateboards must be stored in lockers. You are responsible for your bike or skateboard at all times including when it is in the possession of another student. Non-licensed motorized vehicles, such as go-carts and scooters, may not be ridden on campus. Failure to follow state laws may result in a police citation and violations of the above rules at school may result in a referral.

## Electronic Devices:

Students are encouraged to leave items of value at home to avoid possessions being lost or stolen. SVMS is not responsible for items that are lost, damaged, or stolen. Students may be issued discipline consequences for any disruptions to the educational environment caused by an electronic device they have in their possession.

Cell phones and cameras are not allowed in bathrooms and locker rooms. Any electronic device that has the capability to take "photographs" or "videos" shall not be used while on school grounds or during a school related activity unless permission is given by the school.

## SKY VIEW RULES & EXPECTATIONS CONTINUED

**Hoods:**

Hoods are not to be worn in the building.

## Horseplay:

Horseplay means pushing, poking, tripping, elbowing, wrestling, and other physical contact including play fighting. Our halls and common spaces are crowded; horseplay often leads to accidental injuries or fights. Horseplay is absolutely forbidden at Sky View, on the bus, and during school sponsored events. The excuse "But we are friends!" or "We're just messing around" does not work. Hands Off!

## The Falcon Way:

## Doing the Safe, Respectful, Responsible Thing

Often students fail to realize that if they are present at a crime or with student breaking rules, they can be charged with the same crime. If you know about a problem, you are required to report it. If you see a student doing something wrong, leave the scene and report it to a teacher or administrator immediately. Students who report problems shall be protected by confidentiality.

The most common reason students do not report wrong doing is because they don't want to "tattle" on their classmates. Unfortunately, people who get away with wrong doing often repeat the behavior. A student might get into trouble if they get caught, but getting caught can also lead to getting help so they stay out of trouble in the future. Help us have a safe, positive school—do the right thing.

### Principal's Tip

We wrote this section describing Sky View Rules and Expectations so you know what you can and cannot do—no surprises!

Following the guidelines is easy. In fact, more than 80% of Sky View students never receive a referral during their three years in middle school. Another 15% may occasionally break minor rules. How do so many students manage to stay out of serious trouble? Two primary reasons:

By the time kids get to middle school, the vast majority of students understand the reasons behind school rules and monitor their own behavior accordingly. Most middle school students are mature enough to ask themselves a basic question when faced with a decision—Will my action make the problem bigger or smaller?

So you see, most kids have a great time at Sky View and never get into serious trouble.

**Notes:**

[illegible]



# Sky View Middle School Digital Integration Initiative

## What is it?

Digital integration is the use of digital devices - in this case iPads - by students to access educational content. The devices replace or supplement textbooks, are assigned to students for the year, and are used both in class and at home.

## What does look like at SVHS?

- This year, **all SVHS students** are assigned iPads.
- iPads will allow access to online interactive textbooks, many useful applications (apps), as well as lessons, assignments, videos, quizzes, and other resources provided by MVHS teachers.

## What is the cost of the iPad?

iPads will be provided to students free of charge.

## INSURANCE and RESPONSIBILITY

Students are responsible for the iPads issued to them. They are required to cover the iPads, use them appropriately, and protect them from theft or damage.

**ALL DAMAGE** caused by carelessness, vandalism, or accident incurs a flat fine of approximately \$150.00 (unless you have **INSURANCE!**).

**STOLEN OR DESTROYED** iPads are replaced at a cost of \$379.00 to the student and family (unless you have **INSURANCE!**).

For these reasons, we STRONGLY ENCOURAGE all families to purchase **INSURANCE** for their iPad, for \$30.00 per year (**deductible schedule applies**). **All insurance purchases come with an approved CASE!** In other words, for the cost of \$30.00, you are protected for damage and theft and your iPad will be protected by a high-quality case! Please see Mrs. Barnett in the office to purchase insurance.

Insurance is void if iPad cover is not district approved or altered in any way, i.e. front flap is taken off.

## Can students access inappropriate content?

iPads will have the same internet filters as school computers, *no matter where the iPads are* (home, out of town, etc.). That said, any student who accesses inappropriate content, or uses the iPad to send vulgar or harassing messages will be subject to school discipline and possible legal consequences. We will require training for all students about appropriate use and consequences.

## Acceptable and Appropriate Use:

All students receive iPads after they and their parents **sign and turn in Bend-La Pine Schools' ACCEPTABLE USE POLICY (AUP)**. The AUP booklet explains in great detail the expectations for acceptable, responsible, and appropriate use of student iPads. Further, all students will be given lessons about digital citizenship and acceptable, appropriate, responsible use of digital devices. Students are reminded that **violations of the AUP are subject to disciplinary action consistent with school and district policies**.

## What if my iPad becomes damaged, lost or stolen?

If anything happens to your iPad, go to the **LIBRARY HELP DESK**. There, they will help you with whatever steps need to be taken to repair or replace your device.

## What if my iPad is not fully charged?

This is much the same as coming to school without notebooks, textbooks, or a pencil. If your iPad is not charged, you are not prepared for school. Please get in the habit of charging your iPad