

Kennedy Middle School

Information for Students

“Our vision for the Kennedy Community is to provide a safe, respectful and caring environment where individuals are encouraged and empowered to fulfill their potential as engaged and responsible participants in a culturally-diverse and ever-changing world.”

We have high expectations for all students who attend Kennedy. All students will be expected to learn as much as they can. Each student will also be expected to do his or her part to develop a positive environment where everyone can learn and feel safe. To help with this, the following rules will be in effect in every classroom.

PRIDE: The Kennedy Culture

Positive Attitude

Respect

Integrity

Discipline

Excellence

During the first week of school, teachers will be sure that students understand these rules, along with other rules that are specific to the classroom or other sites. Following are brief descriptions of what these rules mean.

Positive Attitude: Actively participate in discussions and activities. Follow directions. Encourage others to excel. Use positive comments when communicating.

Respect: Use respectful words and tone of voice when talking to anyone. Leave other people’s property alone. Work to solve problems constructively, in a calm manner. Gives respect and complete cooperation to guest teachers.

Integrity: Build relationships with peers and staff based on trust and honesty. Honest with words and actions.

Discipline: Be in your seat and ready when class begins. Have appropriate materials and completed homework. Stay on task. Socialize when appropriate. Take responsibility for words and actions.

Excellence: Learn all you can. Take pride in your work. Do your best at all times! Work completed and turned in on time.

Student Recognition

In addition to excellent grades, students are recognized for their positive contributions in a wide variety of ways. These include:

- PRIDE Program
- Lunch Bunch
- 6th Grade Recognition Assemblies
- 7th & 8th Grade Self-Directed Learners
- 7th & 8th Grade Multicultural Awards
- Informal Personal Recognition

Kennedy PRIDE

Students who exemplify personal responsibility in daily efforts are recognized and rewarded by the school every nine weeks. To qualify for PRIDE awards students must meet the following requirements during the nine-week grading period:

- Tardies – No more than two unexcused
- Behavior – No reports of misconduct filed.
- Responsibility – All assignments in.
- Absences – *No more than two days.
- Overdue Library Books – on day of PRIDE activity, no overdue library books.

Student Opportunities

Kennedy offers students a wide variety of optional activities to help make school an enjoyable experience. Following is a partial list. Ask any teacher how to become involved. Keep your eyes open for information regarding other opportunities.

- Leadership Program
- Star Quest Florida Trip
- Teacher Helpers
- Band, and Orchestra
- Kennedy and Kidsport Athletics
- Site Council
- Multicultural Club
- Mentors
- The Next Level Club
- Yearbook
- Homework Club

Counseling Services

Kennedy's counselor, Meredith Fischer, can help students and parents in the following areas: individual and group counseling, student schedules, and academic advising.. New students are paired with a peer helper for orientation on their first day at Kennedy.. To see the counselor, please sign up in the office. Parents can call 687-3241 for an appointment.

Behavior Support Specialist

Kennedy also provides a strong advocate for students who need assistance with problem solving, building social skills, or improving academics. Michelle Bierman is available to provide additional support to any student who is facing challenges.

OTHER RULES AND POLICIES

Regular School Hours

8:30 a.m. Office opens
8:45 a.m. Buildings are open to students
9:00 a.m. Classes begin
3:25 p.m. School is dismissed.
3:45 p.m. Buildings are closed to students unless involved in a supervised activity.

Attendance

- Attendance is a crucial factor to school success. Oregon State law mandates that students maintain regular attendance. The administration may excuse absences and tardies in the case of emergency, student illness, or death in the family. Tardiness is not customarily excused. Parents may request, in writing if possible, that an absence or tardy be excused by contacting the office. Written requests should note the specific reason for the absence or tardy.

- In the event of chronic nonattendance because of illness, the administration will require communication from the child's doctor before absences will be excused. If your child needs to have medical attention, a referral can be made to Churchill's health clinic for an assessment.

Student is responsible for contacting teachers for missed work whenever student has been absent from class for any reason.

Tardy Policy

- Students are expected to be sitting in their seats ready to begin working when class begins. Kennedy allows a generous five-minute passing time between each class. This provides students with ample time to walk from class to class with stops at lockers or restrooms as needed. Sometimes there is even time to visit for a moment, however, the purpose of passing time is to get from class to class.

Hall/Off Campus Passes

- **Kennedy is a closed campus.**
- Students who are out of class during class time must have a **green** hall pass issued by a staff member.
- Students are expected to remain on school grounds during the day. **Once you arrive on campus you are not permitted to leave early without a parent's note.** Parents need to call or send a note to the office if a student is to be dismissed early.
- Students with parent permission to leave school will be issued an off campus pass.
- **Students must check out of school through the main office before leaving.**
- Students leaving school without permission will be considered truant and disciplinary action will be taken.

Student Messages

We ask that you please make your personal plans before school. We are not able to guarantee delivery of messages after 3:00 p.m. **unless it is an emergency.** We try to minimize student messages so as to not interrupt teachers during instruction. Classroom phones are for teacher use and emergencies. Students may use the ***student phone*** in the front office before school, during lunch, and after school.

Harassment

Harassment and discrimination of any type are not permitted in School District 4J (see page 12 in Student Rights and Responsibilities Handbook, or School Board Policy section 5205 for complete district policy and definitions of harassment and discrimination). If you observe harassment or discrimination at Kennedy, you should stop what is happening, if it is safe to do so, and then report the incident to the administration. Harassment and Discrimination Informal Complaint forms can be obtained from the office display rack.

Food, Candy, Gum, and Drinks

Food, candy, and drinks are allowed only in the cafeteria unless a staff member has given prior approval. Under no circumstances will open containers be allowed out of the cafeteria. We have had a serious problem with litter and messes in the buildings from students who take food and drink out of the cafeteria. It is unsightly and a major expense to clean up. We ask for your support.

Graffiti, Markers, and Whiteout

Students are not permitted to have permanent markers or whiteout at school. Graffiti is an ongoing problem. Like food, trash, and gum it is a major expense to our school. Permanent markers and whiteout are the principle tools used for graffiti.

Personal Property and Money

Inappropriate personal property and large amounts of money must be left at home. These items are vulnerable to theft and/or are disruptive. Examples of disruptive items include: laser pens, toys, squirt guns, rubber bands, matches, lighters, etc. At minimum, these items will be confiscated if brought to school. The school will not be responsible for lost, damaged, or stolen personal property.

Bikes, Skateboards, and Rollerblades

Bikes, skateboards and rollerblades may not be ridden on the school grounds at any time. A bike rack is located in front of the building. While it is in an area that is frequently monitored, the school can't guarantee the safety of bikes in the bike rack. Students are encouraged to lock bikes securely. Skateboards may not be taken to class but must be stored in the owner's locker.

iPod/Mp3 players/etc.

Students are currently allowed to bring players to school. Players are to be out of sight at the beginning of the school day and may be used again only at the end of the educational day. School will not be responsible for lost or stolen music devices.

Cell Phones

Cell phones are now part of our culture and are an excellent means for communication between a parent and child. However, cell phones can be a disruption to our learning environment and are not allowed to be on during the entire instructional day. Cell phones must remain out of sight. If a cell phone causes a disruption, it will be confiscated and returned to the student at the end of the day. Kennedy will not be responsible for lost, stolen, or damaged phones!

Guest Teachers and Volunteers

Students are expected to follow all reasonable instructions given by all adults who work at Kennedy Middle School. **Guest teachers, other substitute staff, and volunteers are to be treated with respect at all times.**

Student Dress

Students are expected to dress in an appropriate manner at all times What a student wears should be conducive to maintaining a good learning environment and should not create a disruption of the educational process. Student must wear shoes at all times. Clothing that is unclean, immodest, unsafe, or contains offensive messages is inappropriate. If students or parents need further clarification on what is appropriate we encourage them to call the office..

Hall Lockers

- Lockers are the property of the school district and must be kept clean and in good condition.
- Use the locker for school materials only. **Don't keep money or other valuables in lockers.**
- All pictures posted in lockers must be in good taste for a school environment.
- **Keep combinations confidential.**
- For extra security a second lock from home may be put on the locker.
- Don't change lockers without approval from the office.
- Students may be held responsible for damage to lockers.

Student Visitors

- Students are strongly discouraged from bringing student visitors to school.
- **Advance permission is always required.**
- Requests for permission must be made at least two days in advance. Please contact the office.
- Visitors may only be students of middle school age who are in good standing at their home school.

Student Telephone Use

- A student telephone is available in the office.
- The phones in classrooms are for teachers only.
- Students may use the office phone before and after school and on their lunch breaks.

- Line up and wait outside the office door until the phone is available.
- Keep phone calls to one minute.

Work Expectations

- All school papers must be headed with the student's **name, date, and class** in the upper right hand corner.
- Work must be handed in on time. Late work will not usually be accepted unless arrangements are made with the teacher.

Reminder- Students are responsible for contacting the teacher for missed work whenever they are absent from class!

RULES FOR SPECIFIC SITES

Appropriate voice and language are expected in all areas.

Restrooms

- Respect others.
- Keep restrooms clean.
- Use during breaks if possible.

Cafeteria

- Respect others.
- Sit while eating or visiting.
- Wait to be dismissed.
- Clean up and recycle.

Courtyard

- Respect others.
- Sit or walk.
- Keep area clean.
- Use sidewalks and stairs.
- Hillside are off limits.

Field Area

- Respect others.
- Stay safe.
- Stay within the boundaries.
- Use equipment properly.
- All hillside are off limits.

Assemblies

- Respect others.
- Pay attention to your teacher; wait for instructions.
- Walk to and from the gym as a group.
- Sit together in your assigned spot.
- Talk quietly while waiting.
- Applaud to show appreciation.
- Wait until directions have been given for dismissal.

Student Relationships

- Sometimes middle school students develop very close relationships with other students. Planned activities such as afternoon socials and activity nights provide opportunities for appropriate socializing among students. While on school grounds students are expected to limit expressions of affection to holding hands.

Locker Bay/Breezeway

- Respect others.
- Walk at all times.
- Keep the building clean.
- Be on time to class.

MISCONDUCT

Students are expected to follow Kennedy Behavior Guidelines at all times. This includes the time while at school, at school-sponsored events such as field trips and athletic events, and while coming to school and returning home. Students who fail to follow these guidelines will be in violation of the School District 4J student conduct rules found in the "Student Rights and Responsibilities Handbook."

Consequences will result from violations of these expectations. These range from a conference in order to reteach expectations, to suspension or expulsion. Consequences will be progressively more serious if students continue to violate the rules. The following behaviors are prohibited:

Misconduct

- Substantial disruption
- Willful disobedience
- Truancy
- Tardies
- Theft
- Property damage
- Profane/obscene language, or inappropriate gestures
- Use of physical Violence
- Weapons
- Any Form of Harassment
- Possession and/or use of fireworks, matches, or lighters
- Threat- to Other, or School
- Bullying
- Failure to Follow Rule(s)
- Disrespect Toward Others
- Disrespect towards a Guest Teacher
- Teasing/Name Calling
- Cheating/Forgery
- Possession of tobacco, drugs, or alcohol
- Misbehavior during an Emergency Drill