

Parkwood Middle School

2019-2020



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Elizabeth Allen

Principal

PARKWOOD MIDDLE SCHOOL VISION STATEMENT:

To grow a healthy, kind, and reflective community of learners

MISSION 2019-2020

- Students will accept the consequences of personal decisions
- Students will be provided access to physical, social, and emotional growth and development opportunities
- Students will be provided with instructional strategies based on their needs
- Students will experience productive struggle that will lead to deep, meaningful, and lasting learning
- Students and teachers will work together in a safe learning environment
- Students and teachers will exhibit pride in their school
- The school will develop positive relationships with students, parents and the community

In compliance with federal law, Union County Public School System administers all educational programs, employment activities, and admissions without discrimination because of race, religion, national or ethnic origin, color, age, military service, disability, or gender, except where exemption is appropriate and allowed by law

Early Release Days for 2019-2020 (October 8, March 19)

Union County Public Schools will have two Early Release Days during the 2019-2020 school year. The days will allow teachers and staff to participate in professional development sessions. On Early Release Days, lunch will be served and buses will run according to the adjusted schedule.

PARKWOOD CLUSTER SCHOOLS		
	Start Time	Early Release Time
Western Union Elementary	7:30am	11:00am
Waxhaw Elementary	7:30am	11:00am
Prospect Elementary	7:30am	11:00am
<i>Parkwood Middle School</i>	<i>8:30am</i>	<i>12:30pm</i>
Parkwood High School	8:15am	12:15pm

2019/2020 Traditional Calendar

Legend

- / Early Release
- Required Teacher Workday
- Optional Teacher Workday
- Holiday
- Annual Leave (AL) Day
- ★ First and Last Day of School

Students do not attend school on AL Days, Holidays, or Teacher Workdays.

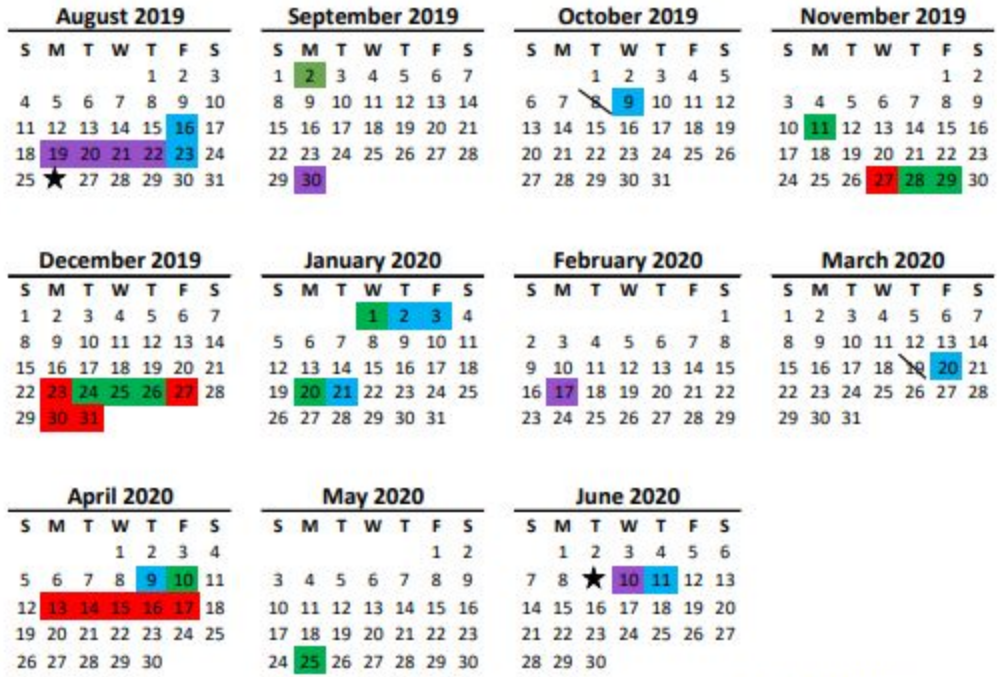
178 Instructional Days

215 Calendar Days

Make-up Days:

Saturdays and/or extended school days may be used for make-up as determined appropriate by the Superintendent.

Additional days at Superintendent's discretion.



Elementary - 9 Weeks		Secondary - 6 Weeks	
End of Grading Period	Report Card Dates:	End of Grading Period	Report Card Dates:
10/30/2019	11/07/2019	10/08/2019	10/16/2019
01/17/2020	01/28/2020	11/19/2019	11/26/2019
03/26/2020	04/03/2020	01/17/2020	01/28/2020
6/9/2020		03/04/2020	03/12/2020
		04/27/2020	05/05/2020
		6/9/2020	

Board Approved

Family Educational Rights and Privacy Act (FERPA)

The United States Department of Education has released final regulations regarding the Family Education Rights and Privacy Act (FERPA) which reflect changes made to FERPA by the Improving America's School Act of 1994 (IASA). The regulations, as amended by the IASA, require that schools afford parents and eligible students access to the educational records they maintain. Such records may include state assessment results and information required to be kept pursuant to the Individuals With Disabilities Education Act (IDEA).

On March 14, 1996, the IASA amended FERPA to permit nonconsensual disclosure of educational records to officials of the State Juvenile Justice System, as permitted by State law, and in certain circumstances, to permit the nonconsensual disclosure of information regarding disciplinary action taken against a student for behavior that posed a significant risk to the student or others. Under FERPA, parents and eligible students have the right to inspect and review the student's educational records. They may seek amendment of any educational records believed to be inaccurate, and may consent to any personally identifiable information, except to the extent that the Act and 99.31 authorize disclosure without consent.

For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may call 1-800-437-0833.

Or you may contact us at the following address: Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW Washington, D.C. 20202-8520

PBIS (Positive Behavior Intervention Support)

Parkwood Middle School is a PBIS school implementing school-wide systems of support that include proactive strategies for defining, teaching, and supporting appropriate student behaviors to create positive school environments.

The school-wide PBIS process emphasizes the creation of systems that support the adoption and durable implementation of evidence-based practices and procedures, and fit within on-going school reform efforts. The PBIS model is an interactive approach that includes opportunities to correct and improve four key areas on the school. The PWMS PBIS team implements programming and strategies based on: 1) Outcomes, 2) Data, 3) Practices, and 4) Systems.

Parkwood Middle School PBIS Behavior Matrix

PARKWOOD BEARS are ...	Respectful	Responsible	Ready
In the Classroom	<p>Address peers and staff appropriately.</p> <p>Use classroom materials appropriately.</p> <p>Follow directions the first time given.</p>	<p>Start and finish assignments in a timely manner.</p> <p>Work bell to bell.</p> <p>Participate effectively.</p>	<p>Bring your computer already charged.</p> <p>Be in your seat by the bell with all your materials.</p> <p>Stay on task.</p>
In the Hallway	<p>Avoid horseplay.</p> <p>Walk on the right.</p> <p>Be mindful of others.</p>	<p>Move quietly with a purpose.</p> <p>Get to destination in a timely manner.</p>	<p>Be prepared.</p>
In the Cafeteria	<p>Follow directions of all staff members.</p> <p>Wait patiently in line.</p> <p>Use appropriate manners to eat neatly and quietly.</p>	<p>Follow traffic patterns.</p> <p>Clean up your area.</p> <p>Be mindful of others.</p>	<p>Leave the cafeteria better than you found it.</p>
In the Restroom	<p>Keep the bathroom clean.</p> <p>Avoid horseplay.</p> <p>Allow others privacy.</p>	<p>Return to class quietly and quickly.</p> <p>Use facilities for intended purpose.</p>	<p>Always have a pass.</p> <p>Use good hygiene.</p>

Parkwood middle school students will be respectful, responsible and ready across all areas that pertain to school and school sponsored activities.

General School Procedures

1. Arrival and Dismissal

- A. Students who choose to eat breakfast at school should report immediately to the cafeteria upon arrival.
- B. When you arrive at school at 7:45 a.m. report to the designated location (cafeteria or gym) and wait until the bell rings to dismiss you. Students are not allowed to roam in the halls or enter classrooms unless making up work for a teacher. School doors will open promptly at 7:45 a.m. Do not bring your student to school prior to 7:45 a.m.; there is no supervision before this time. Transportation changes cannot be made after 3:00 pm. Students leaving early must be signed out by guardian in front office before 3:00 p.m.
- C. Students who plan to leave school before the end of the day, must bring a note from home requesting early dismissal. Students leaving early must be signed out in the office. Students staying at school for a basketball game or dance are NOT to leave the campus. Students are to stay in their assigned classroom until called to the gym.
- D. Once a student arrives on campus, regardless of mode of transportation, he/she is subject to all school rules and regulations. For example, a walking student should not return home for any reason without permission from the Principal or Assistant Principal.
- E. Students who wish to ride to and from school with a friend, must have written permission from both parents/guardians. Notes are to be given to the homeroom teacher each morning. Notes that are not turned in to the homeroom teacher will not be accepted.
- F. Visitors are

not permitted to attend school with students. Visitors are not permitted to ride buses. Any visitors that arrives at campus must report immediately to the office.
- G. All afternoon car riders are expected to be off campus no later than 3:45 p.m. Parents should plan for students to be picked up no later than 3:45 p.m. or arrange for bus transportation.
- H. Parents are not allowed to park in the "Staff Only" gravel parking lot. Parents should pick-up and drop-off at the front of the building.

2. Student Preparedness

- A. Students should go to class prepared with all required materials, and keep up with all personal property. Failure to bring proper materials to class or complete homework or class assignments may result in disciplinary action.
- B. When changing classes, students are not to loiter in the halls. Class changes are 3 minutes long. Students should bring all necessary books and materials and go directly to their next class.
- C. School regulations are to be followed at all school-related events regardless of the place, including field trips, basketball games, etc. Students who stay at school for a basketball game, dance, or other school event, should not leave campus. Leaving campus without permission is a violation of school policy. Students are to stay in their classroom until called to the gym.
- D. Students are expected to exhibit exceptionally good conduct during assembly programs by not pushing, pinching, whistling, running under the bleachers, chewing gum, or talking when they are supposed to be listening. No unauthorized talking during announcements, assemblies, etc, is acceptable.
- E. Students are not to be out of class *for any reason* without a pass from a teacher.

3. Sick Students

Students who are ill will be allowed to visit the school nurse, using the door on the front hallway. Students are not to enter the nurse's office from the main office.. Students who are too sick to remain in class will be encouraged to call their parents and go home.

4. Tardies

A. PWMS bell schedule allows for three minute class changes. Students arriving up to five minutes after class begins will be counted tardy.

B. An accumulation of five tardies within a six week grading period for all classes will result in disciplinary action.

The first tardy will be documented as a warning. The parent will be contacted on the second and fourth tardies. Teachers will submit an office referral for the fifth and all subsequent tardies. Students will be assigned after-school detention for all tardies after the fourth tardy.

After school detention will occur one day per week and will last from 3:30-4:15. Students will be expected to arrive on time and stay until dismissal. Transportation will NOT be provided and students will be expected to make arrangements for transportation home. If students do not stay for after-school detention, they will be assigned in-school suspension.

C. Students who arrive to class any more than five minutes after the tardy bell rings will receive an office referral for skipping, and appropriate disciplinary action will be assigned. Students will not be given a pass to class from the front office or nurse unless the student was in the office. Students should not come to the office for a pass when tardy.

D. Random and periodic "tardy lock-outs" will be conducted at the discretion of the administration to ensure both safety and general compliance with the tardy policy. A "tardy lock-out" may occur at the start of a class period and any student outside of the classroom without appropriate documentation will receive consequences at the discretion of administration. Discipline may include, but is not limited to, a partial day of ISS, after school detention, or up to OSS.

5. Absentees

A. A student who is absent will bring a written excuse signed by his/her parents/guardians and turn in to the homeroom teacher. Parents will be notified when the child reaches 3, 6, and 10 unexcused absences. Parents will also be notified when the child reaches 15 total absences and 20 total absences. 15 unexcused absences can prohibit a child from being promoted to the next grade. The parents/guardians will also be notified of the Compulsory Attendance Law and may be prosecuted if the absences cannot be justified under the established attendance policies of NC and the Union County Board of Education. Educational opportunities will be decided on a case-by-case basis.

At least one week prior to a requested Educational Opportunity Trip, parents must submit the Educational Opportunity form which is available in the front office. Return the completed form to the data manager. Parents will be notified of an approval determination.

The only lawful absences or tardies include:

1. Illness or injury
2. Death in immediate family
3. Medical or dental appointment
4. Court or Administrative Proceedings
5. Religious observance
6. Educational opportunity
7. Quarantine
8. Military deployment
9. Special emergencies - Approved by the Principal

Parents/guardians, please understand that an excused absence will remain an absence. Only in the event of your child's absence of 15 days or more will a doctor's note make the absence legitimate. Car riders who are late due to traffic receive an "unexcused" tardy. (Please see Middle School Attendance Policy for further information regarding early check out and penalties involved.)

B. If a student must leave school for a part of the day, a written request by the parents/guardians must be submitted to the office before reporting to homeroom. The authorized party must come to the office to sign the student out of school. Leaving school prior to the end of the school day will result in an unexcused early dismissal.

C. Students who are absent are responsible for making up any missed work in order to receive credit. Students will have 2 days per day absent to make up assignments. For example, a student who misses 2 days of school, will have four days to make up missed work once returning to school. **Students are responsible for contacting their teachers and asking for missed work. This is NOT the responsibility of the teacher.**

D. A student shall be recorded present for any day that he/she is present at a place other than the school with the approval of the Principal for the purpose of attending a school activity which has been officially authorized under the policies of the Board of Education of the School's Administrative Unit. This may include field trips, athletic contests, music festivals, student conventions, and similar activities. Students who go on these out-of-school trips MUST get assignments and make them up.

E. Students who have not been temporarily excused from attendance by the Principal or Superintendent in accordance with G.S. 115C-378 of the Compulsory Attendance Law and the State Board of Education's Handbook on School Attendance (Policy Manual 10.2100) shall be considered an unlawful absence.

F. According to Union County Public Schools policy, students in elementary school (K-8) who have 15 unexcused absences will not pass their grade and will be retained pending acceptable completion of attendance recovery. (Absences include those excused, unexcused, or due to suspension.)

G. Students who are absent 15 days due to chronic illness, communicable disease, injury, or other medical reason (substantiated by a doctor's note) will not lose course credit. However, the student must maintain an acceptable academic average for passing.

H. Students must be present or counted present the day of any after school event in order to be able to attend or participate in the after school event. All school rules apply at after school events.

6. Attendance Recovery Program

A. Attendance Recovery will allow eligible students to make up absences based upon recommendation of the principal and/or a school committee established for this purpose. Students who have a chance to pass academically, but who are in danger of failing due to absences will be the target population for attendance recovery.

B. The school will conduct recovery opportunities as needed.

C. In order to participate in this program, students must meet the following criteria:

1. Must have accumulated 15 absences or more.
2. Must have satisfactory academic progress on all makeup work.

D. Parameters of the program are as follows:

1. Every effort will be made to ensure that students are engaged in meaningful academic work that goes far beyond mere seat time.
2. Recovered absences do not change attendance records.
3. All recovery activities will be monitored and/or supervised by a certified staff member.
4. All school and school system rules and policies apply while students participate in the recovery program.

E. Three hours of make-up time will constitute one day.

F. Recovery (make-up) opportunity will be made known to all students through general announcements and messages to parents.

7. Cheating

All students are responsible for their own honesty and integrity. Students must not receive or give help on a school assignment, nor should they condone others observed receiving or giving help. Cheating will be addressed according to the current Parkwood Middle School Student Discipline Policy.

8. Telephones

A. At the discretion of front office staff, students will be permitted to use the school phone. Arrangements for transportation should be made between students and their families prior to arriving at school. Students will not be called to the office to take phone calls for any reason. In the event of an emergency, the administration will work with families to communicate necessary information to students.

Students are not allowed to make long distance calls. Emergency calls for injured students will be made at the school's expense.

B. We believe that students' primary focus during the school day should be the instructional content being delivered in classrooms. Because of this, students are not permitted to use personal cell phones between the hours of 8:30 and 3:30. Cell phones may be carried in student bookbags.

Between 8:30 and 3:30, cell phones should not be seen or heard. On the first offense, the classroom teacher will ask the student to hand over their cell phone until the end of the class period. If the student is seen with his/her cell phone for a second time, the phone will be taken until the end of the school day. Upon the third offense, parents will be contacted and asked to pick up the phone from the front office. Parents will continue to be contacted and asked to pick up the phone for each subsequent offence within a six week period.

9. Selling Items at School

All sales not connected in any way with Parkwood Middle School are prohibited. Items illegally placed on sale will be confiscated.

10. Facility Care and Use

A. Students are expected to treat the facilities of the school, including furniture, equipment, materials, rest rooms, hallways and lockers, with respect.

B. After leaving classrooms, the cafeteria, locker rooms, or restrooms, students should check to ensure they have all personal belongings and the location is left clean and tidy.

- C. Students are not to jump up in order to hit the ceiling tiles with hands or other objects.
- D. Students are not to put up posters or signs unless they have permission from the Principal.

11. Food and Drinks

Students are not to bring any beverages other than water to school. Students may drink clear water in a proper container. Energy drinks, sprays or glass bottles are not allowed. Food and drink are allowed in the classroom at the teacher’s discretion.

12. Personal Valuables

Students should not bring large sums of money or valuable items to school. The school will not be responsible for any lost or stolen items. A student’s personal property is his/her responsibility. Be especially careful not to take any valuables or money into the gym locker rooms.

13. Medication

No medications will be dispensed without a medication consent signed by a physician. All medications should be checked into the office by the school nurse. At no time should a student share prescription and/or over the counter medications with another student. Violation of this rule will lead to suspension per UCPS Board Policy.

14. Charging Meals

A. In order to avoid excess charges in the cafeteria, pre-payments are preferred. No snacks or breakfast charges will be allowed. All monies obtained from students who have a cafeteria balance greater than \$100.00 will be applied the cafeteria balance.

To use the online prepay system, parents will need to visit www.LunchPrepay.com and set up an account. The only information needed to set up an account is the child’s POWERSCHOOL number and the child’s name. When the child reaches the low limit you have established, you will receive notification via email that your child needs more money in his/her lunch account. Parents will also be able to monitor account activity to see how their child is spending lunch money.

B. Checks for lunch will not be cashed in the school office.

15. Field Trips

The price of all field trips will include the cost of substitute teachers and appropriate transportation. Refunds of field trip costs cannot be made once checks have been cut for trip expenses. Each grade level/team may establish its own criteria for field trip participation.

16. School Fees

Insurance (Optional)		\$10.00
Insurance [24-Hour] (Optional)		\$36.00
Meals:		
Breakfast	(full price)	\$1.15
Breakfast	(reduced price)	\$0.30
Lunch	(full price)	\$2.30
Lunch	(reduced price)	\$0.40
NSF Check Fee		\$25.00

17. Retention Policy

To be promoted to the next grade, middle school students must demonstrate grade level proficiency by scoring a Level III or above on EOGs in reading and math. Students must pass English/Language Arts and Mathematics. In addition to English/Language Arts and Mathematics, the student must also pass two (2) of these three subjects: Science, Social Studies, and Health/PE. Students must also adhere to UCPS attendance policy.

18. After School Activities

(School dances, basketball games, etc.)

Inappropriate behavior at an after-school event will result in the appropriate consequence according to the policies which govern student behavior during normal school hours. In addition, the student may lose the privilege to attend other after-school events as determined by the principal or assistant principals.

Students must be present or counted present the day of any after-school event in order to be able to attend the after-school event. Students who have been suspended on the day of after-school events, will not be allowed to attend the event.

Students who receive one or more days of OSS or two or more days of ISS during the six weeks in which an after-school event occurs, will not be allowed to attend the after-school event. This includes basketball games and dances.

19. Media Center

Information about Parkwood Middle School's media center can be found at

<http://www.ucps.k12.nc.us/domain/810>

Guidelines for using the media center are listed here as well as important dates throughout the school year. Patrons can also find research tools, websites supporting the school's curriculum, the online catalog, and much more!

20. Grading Scale

Union County Public Schools will grade students according to a 10-point grading scale in Grades 3 – 12 (Grades 3 – 8 are approved by the BOE, and Grades 9-12 are mandated by the state). The following scale is to be applied:

90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

21. PWMS Standard Dress Code Policy

Dress for Success

Parkwood Middle School holds high expectations for all students to represent the school in a way that exemplifies good character. Parkwood Middle has a standard dress code policy for all students to ensure students have the opportunity to go to school in an environment conducive to learning without disruption because of student dress or appearance. Administration reserves the right to deem any article of clothing or accessory inappropriate if it distracts from, or causes an interruption to the learning environment. Words, logos, slogans, pictures, or acronyms on garments that promote alcohol, drugs, tobacco, gang affiliation, nudity, sexual activity or profanity are not allowed. The education of our students is the highest priority and students' clothing should not serve as a hindrance to that purpose. The

administration and staff at Parkwood Middle School believes that all students should seek to represent themselves in an appropriate and respectful manner at all times.

Students and parents need to be familiar with the policy as students are to adhere to the policy while on school grounds or while participating in certain off campus school functions. Field trips will be addressed on an individual basis depending on the nature of the trip.

Tops:

A. Shirts must be a Polo (golf shirts **with a collar**), button down dress shirt, or Parkwood spirit wear. Polo shirts and button down dress shirts must be one of the following SOLID colors: royal or navy blue, white, gray, or black. ***Approved Parkwood spirit wear may be long or short sleeve t-shirts, sweatshirts/hoodies, or light jackets; spirit wear can be PWMS or PWHS.*** No other school's spirit wear will be allowed.

B. Shirts must not have any words or graphics, unless it is approved Parkwood spirit wear. All Polo and button down dress shirts must be cotton or cotton blend (no sheer fabric or blouses). Sleeveless tops are NOT allowed for any apparel.

C. **The outer layer will determine if dress code requirements have been met.**

Outerwear (sweaters, sweatshirts/hoodies, jackets and coats):

A. Outerwear (sweaters, sweatshirts/hoodies, jackets and coats) must be one of the following colors: royal or navy blue, white, black, grey or Parkwood spirit wear. **Outerwear may NOT have any other colors on them.**

B. Hats and gloves are NOT permissible in the classroom.

C. **Students are not to wear hoods in the building at any time.**

Bottoms:

A. Bottoms must be one of the following solid colors: khaki, navy, gray, or black.

B. Bottoms must not contain any words or graphics.

C. Bottoms can be shorts, skirts, skorts, or capris, but must be fingertip length or longer.

D. Bottoms must be cotton, cotton blend or corduroy. Blue denim, velvet, velour, sweat, nylon, flannel, and knit bottoms are **NOT** allowed.

E. **Bottoms must fit appropriately at the waist so undergarments do not show and must not be tight or of the skinny, legging, or jegging style. "Yoga" style pants are NOT allowed.**

F. Bottoms must **NOT** sag, be oversized, be baggy in the seat or worn below the waist.

Belts and accessories:

A. If worn, belts may be of any color/design/graphics as long as it does not have any inappropriate graphics, play on words, innuendos, illegal drug references, alcohol, or other items deemed inappropriate.

B. Collars, bracelets or necklaces with spikes or oversized chains are not permitted.

Shoes (must be worn at ALL times while on school grounds):

- A. Shoes with strings must be tied, and buckles, straps, or Velcro must be fastened.
- B. Shoe heels and soles must not exceed 2" in height.
- C. Socks may be of any color or design as long as it does not have any inappropriate graphics, play on words, innuendos, illegal drug references, alcohol, or other items deemed inappropriate.

Bags:

- A. Bookbags may be carried to all classes except related arts classes. Students may not carry any rolling bookbags.
- B. Students may carry a laptop bag to related arts class. Laptop bags are to be used for carrying the student Chromebook and charger only. Laptop bags are not to be used as a substitute for a backpack or gym bag/drawstring bag.
- C. Gym bags (drawstring bags) and athletic gear should only be carried to and from the gym. No bags shall be carried or worn during the academic day.

The following items are not allowed:

- A. No blue denim jeans (except on approved dress down days).
- B. No pajamas, flannel pants, loungewear, "yoga" style pants.
- C. No bedroom shoes, slippers, steel-toed shoes, or cleats.
- D. No bandanas, hats, hoods, headscarves, sunglasses or gloves (non-prescription eyewear is not permitted). The exception to this rule is students who practice a religion that requires the wearing of yarmulkes and headscarves. These students will be allowed to wear those items.
- E. No clothing with holes, frays, rips, patches or tears.
- F. No clothing that causes a disruption to the learning environment.
- G. Nose and lip piercings are limited to a single stud (no rings, gauges, or hoops). Due to safety issues, students may be required to remove their jewelry.
- H. Students participating in athletics will not be allowed to wear sweat pants or workout pants during the school day.

Any other items worn must not undermine the integrity of the dress code or serve as a disruption to the educational process.

If necessary, the administrative staff will meet to approve any attire not covered by the dress code. The principal reserves the right to repeal or amend any changes to the policy as necessary and will communicate all changes to the students, parents/guardians, and staff in writing prior to implementing any changes. The principal also reserves the right to waive any of these rules for special days, events or occasions as predetermined and adequately communicated to students, parents/guardians, and staff.

Students that are found in violation of the Standard Code of Dress will be subject to disciplinary action at the discretion of the grade level administrator and building principal. Disciplinary action may range from a parent contact, to an after school detention for simple and/or occasional violations to suspensions for students who continually and willfully violate the Standard Code of Dress. Students who come to school inappropriately dressed or not in compliance with the dress code may be held out of class until the violation is reasonably corrected.

22. Bus Transportation

Riding a bus is a privilege, not a right. Students who ride a bus must demonstrate proper behavior or this privilege will be taken away and the student will have to provide his/her own transportation to school. Students are expected to abide by the following rules:

- A. Give the bus driver full cooperation.
- B. Conform to the time schedule of the bus. Students are expected to be at their assigned stop at least 10 minutes before the bus is scheduled to arrive and may wait up to ten minutes after the scheduled pick-up time.
- C. Ride only the bus you are assigned to unless you and the person you are riding with bring in a note from both parent/guardian giving the students permission and approval from the front office.
- D. No fighting, pushing, or shoving.
- E. Stay seated except during loading and unloading.
- F. No horseplay including yelling, loud talking, singing, chanting, throwing objects, etc.
- G. Do not extend hands, arms, feet, and head out of the windows.
- H. Do not litter the bus. Eating and drinking are not permitted on the bus.
- I. Do not damage the bus seats or other parts of the bus. Any damage to the bus will result in required restitution from the offender.
- J. Do not bring water on the bus in water pistols, balloons, bottles (plastic or glass), etc.
- K. Observe all school rules while on the bus. If school regulations are violated while on the bus, students will receive disciplinary consequences and may also be suspended from the bus.
- L. Students will be assigned to a certain seat on the bus. Students will remain in the assigned seat in the mornings and the afternoons.
- M. Students should board the correct bus immediately after entering the bus parking lot in the afternoons. Students should not loiter in the bus parking lot. Students who do not report to the buses immediately after school may temporarily lose their riding privileges.
- N. Only school personnel and students are allowed on UCPS buses. Presence of non-school personnel or students on a UCPS bus will result in notification of law enforcement officials.

DISCIPLINARY ACTION TO BE TAKEN WHEN STUDENTS MISBEHAVE ON THE BUSES

1st offense: Warning and/or notification of parents/guardians.

2nd offense: Appropriate consequence, notification of parents/guardians, and possible removal from the bus for 1 or more days.

3rd offense: Appropriate consequence, notification of parents/guardians, and possible removal from the bus for 2 or more days.

4th offense: Appropriate consequence, notification of parents/guardians, and possible removal from the bus for 3 days. Notify parents that the next bus offense can result in bus suspension for the remainder of the school year.

5th offense: Appropriate consequences and possible removal from the bus for the rest of the school year. Consequences for fighting and extreme behavior problems will be directed by the UCPS and Parkwood Middle School discipline policy.

23. Requirements to try out for Basketball and Cheerleading (7th and 8th grade students only)

A. Students must have an average of 70 in all classes. The student must pass one less than the total number of core (ELA, Math, Social Studies, Science) classes being taken. A student that is not eligible during tryouts cannot be added to the roster later in the year. Students will be on probation if they do not meet the academic requirements to play.

B. A current physical from a medical provider must be submitted.

C. A school insurance or insurance waiver form should be notarized and on file.

D. The student must have been promoted to the next grade level from the previous year.

E. Student must have been in attendance at least 85% of the previous semester.

General Guidelines

A. Students are expected to attend all practices unless sick. Students who get sick at school, should communicate with the team sponsor. Students who miss a practice for any reason (except by permission), will be benched for one game.

B. Students should practice good sportsmanship at all times. Arguing with squad members, coaches, or other teams is not allowed.

C. Students will dress appropriately on game days.

D. Students who plan to ride home with their parents after an away game will notify the coach.

E. Any misbehavior in class, school, or practices could result in students being removed from the squad/team.

24. Requirements to Stay on Basketball Team or Cheerleading Squad

A. The student must maintain a minimum of a 70 average. Should the student fail to maintain this average, the student will have until the next progress report to raise the average to 70. Failure to raise the average to 70 will result in the student being removed from the team for the remainder of the season.

B. The student will maintain at least an average of satisfactory on conduct for the year.

C. The student must be counted present during the school day on game day in order to play in the game.

D. Three office referrals for disciplinary problems, an ISS assignment or a suspension from riding the bus during the sports season will result in a one game suspension.

E. An out-of-school suspension during the sports season will result in the student being suspended from the team/squad for a minimum of two games. A second out-of-school suspension during the sports season will result in the student being removed from the team/squad for the remainder of the season.

F. Sports Season is defined as beginning with the first day of practice (once the team/squad is selected) and lasting through the last game of the season.

Note: Any changes to the above requirements are subject to the discretion of the Principal.

25. Policy on Regular Honor Roll

Academic Grades:

- A. All classes, including Related Arts and Health/PE, will count toward honor roll.
- B. To be on the “A” Honor Roll, a student must have all “A’s” in the academic subjects that are counted in relation to Honor Roll.
- C. To be on the “B” Honor Roll, a student must have “A’s” and “B’s” in the academic subjects that are counted in relation to Honor Roll.

26. Policy for Principal’s Honor Roll

Semester course averages must be all “A’s” and “B’s” and three (3) or more of these grades must be “A’s”.

27. Parkwood Middle School Discipline Policy

A. The following behaviors are not allowed:

1. Non-adherence to school/classroom rules
2. Cheating, lying, deceiving, forgery
3. Skipping class/leaving school grounds without permission or being in an unauthorized area
4. Obscene gestures, profanity, abusive language
5. Inappropriate public display of affection
6. Showing disrespect to faculty/staff (talking back, slamming doors, ignoring requests)
7. Aggressive behavior towards another student
8. Disruptive behavior (that interrupts the learning environment, and/or school activities, and/or is a threat to safety) No student shall purposely disrupt the lawful function of the school or its special activities, events, trips, or performances or infringe on the rights of other students, faculty, spectators, or the public. In the classroom, no student shall impair the teaching/learning process.
9. Reckless or belligerent behavior which might result in injury or bodily harm. No student shall engage in any behavior which is so careless, reckless, aggressive, or belligerent it may result in bodily harm or injury to oneself or others.
10. Cell phones and electronic devices confiscated at school will be kept in the office for 24 hours and then must be picked up by a parent. There are enough phones and adults on campus to handle any student issues.

Consequences are determined by administrative discretion and may include, but are not limited to: ASD (After School Detention), Saturday School, ISS (In-School Suspension), OSS (Out of School Suspension), Long-Term Suspension.

In order to run an efficient and safe school, Administrators have the right to talk to students without a parent being present.

28. School Dances

Students who receive 2 days of In-School Suspension or more, or 1 day of Out-of-School Suspension or more during the grading period in which the dance takes place will not be allowed to attend the dance.

29. Physical Education Requirements

PE Dress code

Students may choose whether or not they dress out for PE. ALL students are expected to wear appropriate athletic shoes that cover the entire foot and are tied or fastened. Students choosing to dress out should adhere to the following expectations for PE Clothing:

A. **Bottoms** may be sweatpants or athletic pants/shorts. Bottoms should not contain inappropriate graphics or text and should not be excessively tight. Students choosing to dress out for PE are expected to change into approved uniform clothing before returning to class.

B. **Shirts** may be any t-shirt that has sleeves and does not contain any inappropriate graphics or text. Students choosing to dress out for PE are expected to change into approved uniform clothing before returning to class.

C. In cold weather, appropriate outerwear may be worn. Expect that students will go outside if the air temperature and or wind chill is over 32 degrees and below 95 degrees.

D. Parkwood PE shorts and t-shirts may also be worn and will be available for purchase.

**** Students choosing to dress out should not wear their PE clothes outside of PE class.***

E. Book bags are NOT ALLOWED in the locker room. Students may carry P.E. clothes in a small, separate bag.

F. **Valuables: We urge your child NOT to bring any money or jewelry into the locker room unless he/she plans to lock it up during class.** We are outside on many occasions and cannot be responsible for valuables left in the locker room.

G. Participation/Medical: Participation is a requirement, not an option. If your child has a legitimate medical problem and cannot take P.E. one day, you will need to write a note explaining the cause for nonparticipation. Forged notes by students will not be tolerated and will be referred to the office for disciplinary action. For a lengthy medical problem of more than 3 days in a six weeks period, a doctor's note will be required. Students unable to participate in PE may be given an alternate assignment to complete.

H. Students wishing to purchase a Parkwood PE uniform may do so for \$17.00. Payment should be made to Parkwood Middle School and given to one of the PE teachers.

I. GUM, CANDY AND DRINKS (other than bottled water) ARE NOT ALLOWED IN THE GYM.

J. When using the fitness room, students are to follow all guidelines established by the P.E. department.