



McMurray Mustangs

McMurray Middle School 2016-2017 Student / Parent Handbook

**9329 SW Cemetery Road
Vashon Island, Washington 98070
206-463-9168**

Web

www.vashonsd.org/mcmurray

September 2016

M	TU	W	TH	F
29	30	31	1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
16	27	28	29	30

October 2016

M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

November 2016

M	TU	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

December 2016

M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

January 2017

M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

SIGNIFICANT DATES

9/6..... 1st Student Day
(full day)
9/28..McM Open House
1/26....End 1st Semester
1/30..2nd Sem. Begins
3/23-24.. Student-Led
Conferences
(no McM classes)
6/12-16..Exploratory
Week
6/21..Tributes & Treats
6/23..Last Student Day
(10:45 dismissal)

NON-SCHOOL DAYS

9/5... Labor Day
10/14..Teacher In-service
11/11.. Veteran's Day
11/24-225..Thanksgiving
12/19 to 1/3.. Winter
Break
1/16.. ML King Jr. Day
1/27..Teacher In-service
2/10-14.. Late Winter
Break
3/10..Teacher In-service
3/24-25..McM Conference
(no McM classes)
4/11-15...Spring Break
5/29.. Memorial Day
6/23.. Last School Day

LATE ARRIVAL DAYS

September 15 & 29
November 3 & 19
December 1 & 15
January 12
February 12 &
March 17 & 31
April 20
May 11 & 25

GRADING PERIODS

9/6 - 11/10...Mid-term
9/6 - 1/26....1st Semester
1/30 - 4/21...Mid-term
1/30 - 6/23...2nd Semester

February 2017

M	TU	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

March 2017

M	TU	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

April 2017

M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

May 2017

M	TU	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

June 2017

M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

McMurray Bell Schedules 2016-2017

Regular Schedule

First Bell	7:55
Period 1	8:00 – 8:55
Period 2	8:59 – 9:49
Break	9:49 – 9:59
Homeroom / Advisory	10:03 – 10:33
Period 3	10:37 – 11:27
Period 4	11:31 – 12:21
Lunch	12:21 – 12:51
Period 5	12:55 – 1:45
Period 6	1:49 – 2:40

PDD Schedule (Thursdays as noted on calendar) Late Arrival

First Bell	10:25
Period 1	10:30 – 11:04
Period 2	11:08 – 11:41
Period 3	11:45 – 12:18
Lunch	12:18 – 12:48
Period 4	12:52 – 1:26
Period 5	1:30 – 2:03
Period 6	2:07 – 2:40

Block Schedule (Tuesday & Wednesday in PDD weeks)

First Bell	7:55
Period 1 (odd) or 2 (even)	8:00 – 9:45
Break	9:45 – 9:59
Homeroom / Advisory	10:03 – 10:38
Period 3 (odd) or 4 (even)	10:42 – 12:22
Lunch	12:22 – 12:56
Period 5 (odd) or 6 (even)	1:00 – 2:40

McMurray Staff Directory
Office 206-463-9168 Fax 206-463-9707

STAFF MEMBER	POSITION	TELEPHONE	ROOM
Greg Allison	Principal	463-8593	Office
Siobhan Avolio-Toly	Special Education	463-8625	122
Dan Baker	Band, Leadership	463-8692	115
Chris Barrett	Special Education	463-8725	122
Kent Chappelka	Tournament PE	463-8715	Gym
Cheryl Cochrane	Counselor	463-8713	Portable
Frank Daniels	6 th Math	463-8570	144
Stephanie Detwiler	8 th Humanities	463-8601	135
Larry Dubois	6 th Humanities	463-8602	145
Sara Filanoski	6 th Humanities	463-8605	153
Jenny Granum	Algebra/Pre-Algebra	463-8604	148
Patty Gregorich	7 th Humanities	463-8630	136
Tory Gateman	Athletic Secretary	463-8603	Office
Carrie Hatfield	Healthy Lv/7 Science	463-8606	Gym/105
Lea Heffernan	7 Science	463-8611	105/Shop
Tim Heryford	7 th Humanities	463-8608	137
Eileen Hoffman	8 th Healthy Living	463-8609	Gym/S Hall
Julie Jaffe	Librarian	463-8610	Library
Barb Jensen	Secretary	463-8715	Office
Gates Johnson	Principal's Assistant	463-8612	Office
Evan Justin	8 th Science/Phys Sci	463-8613	104
Jan Kammert	8 th Humanities	463-8614	133
Katie Lewandowski	Art / Photography	463-8616	204
Cornelius Lopez	7 th Math	463-8618	134
Jennifer Martin	Special Education	463-8641	147
Raeanna Mason	Intro to Japanese	463-8715	152
Rochelle Munger	6 th Healthy Living	463-8609	Gym/S Hall
Nurse's Office		463-8600	Office
Carrie Power	6 th & 7 th Computers	463-8620	151
Gay Roselle	6 th Science	463-8622	114
Rebecca Rumburg	Library Assistant	463-8610	Library
Karen Stendahl	7 th & 8 th Humanities	463-8627	152
Colleen Sweeney	6 th Humanities	463-8542	146
Carolyn Zike	Counselor	463-8619	Portable

Chautauqua Elem	206-463-2882
District Office	206-463-2121
Food Service	206-463-0903
Technology Dept.	206-463-7312
Transportation	206-463-2525

McMurray's School Improvement Plan/Clear & Shared Focus 2016-17

McMurray Middle School is focused on preparing students during the transition from elementary school to high school and helping them to engage, thrive and contribute. We offer a strong core curriculum, dynamic instruction, challenge and support for all students. Our rich elective and exploratory courses cultivate student's intellectual, creative, kinesthetic, and social development.

We are committed to developing positive relationships with students in a variety of ways. We challenge and support each student to master essential academic and life skills. We strive to acknowledge individual potential and identify strengths and growth areas. Students routinely explore their affective and whole selves, while developing a sense of respect and responsibility for others and their environment.

This blend of core academics, electives, "whole child" experiences, and skill building creates a community of engaged and challenged learners. Growth, curiosity, empathy and support, are essential aspects of the McMurray program. These aspects are fostered by students and staff that care deeply for their work to establish a building climate of positive communication, collaboration and cooperation.

Student Learning Goals

READ with comprehension, **WRITE** with skills, and **COMMUNICATE** effectively and responsibly in a variety of ways and settings.

KNOW and **APPLY** the core concepts and principles of mathematics; social, physical and life sciences; civics and history; geography; arts; and health and fitness.

THINK analytically, logically, and creatively, and integrate experience and knowledge to form reasoned judgments and solve problems.

UNDERSTAND the importance of work and how performance, effort, and decisions directly affect future career and educational opportunities.

Resolving Concerns through a Commitment to Respectful Engagement

As faculty, staff, students, and parents we commit to the following attributes of respectful engagement as we resolve our concerns:

- We share a common interest in the engagement and thriving of all members of our learning community.
- We desire to know and communicate concerns immediately so that issues do not build over time.
- We commit to "going to the source" by approaching people directly regarding our concern to resolve it most quickly and effectively.
- We act with integrity and treat each other with respect.
- We approach problem resolution in cooperation with one another and with a team mindset.
- We endeavor to resolve concerns in an open, effective, and timely way.
- We avoid attempting conflict resolution through email and prefer to problem-solve by telephone or in person during a mutually arranged meeting.

Process for Resolution of Problems and Concerns

1. Be clear, calm and fact-based in communicating your concern/complaint. Be open to receiving new information regarding your concern.
2. Approach the person directly and respectfully with whom you have the concern

- a. Seek the help of the supervisor (i.e. Principal, counselor) to facilitate a face to face meeting, if necessary.
- b. Remember, face to face is the preferred method.
3. If the problem persists despite attempts at resolution then contact a supervisor directly to share your concern.
 1. On the rare circumstance when problems cannot be resolved at the school level the please contact the Superintendent's Office.
 2. Safety, illegal activities or health concerns should be shared directly with a supervisor immediately.

Student Rights and Responsibilities

Vashon Island School District #402 Student Rights and Responsibilities sets forth the general policy of the district regarding student conduct. The school district has passed specific rules and regulations which describe the rights and responsibilities of students.

The rules and regulations describe the disciplinary actions which may be imposed by the district if the student should violate district policy or specific rules and regulations. Disciplinary action may include suspension, expulsion, or emergency action. The due process rights of students regarding notice of intended disciplinary action and hearing procedures available to the student are also included.

NONDISCRIMINATION AND SEXUAL HARASSMENT

DISCRIMINATION

Vashon Island School District (VISD) does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:

Amy Sassara, Human Resource Director and Civil Rights Compliance Coordinator, (206)463-2121

Kathryn Coleman, Student Services Director, Title IX Officer, and Section 504 Coordinator (206)463-2121

You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint (see below). For a copy of VISD's nondiscrimination policy and procedure, contact your school or district office or view it online here:

<http://www.vashonsd.org/site/Default.aspx?PageID=155>

SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity.

Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

- A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or
- The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

You can report sexual harassment to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of VISD's sexual harassment policy and procedure, contact your school or district office, or view it online here:

<http://www.vashonsd.org/site/Default.aspx?PageID=155>

COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your child's principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to resolve your concerns.

Complaint to the School District

Step 1. Write Out Your Complaint

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

Step 2: School District Investigates Your Complaint

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

Step 3: School District Responds to Your Complaint

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

Appeal to the School District

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

Complaint to OSPI

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

Email: Equity@k12.wa.us | **Fax:** 360-664-2967

Mail or hand deliver: PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit www.k12.wa.us/Equity/Complaints.aspx, or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at equity@k12.wa.us.

Other Discrimination Complaint Options

Office for Civil Rights, U.S. Department of Education

206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr

Washington State Human Rights Commission

1-800-233-3247 | TTY: 1-800-300-7525 | www.hum.wa.gov

Prohibition of Harassment, Intimidation, Bullying

The district is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and patrons that is free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentionally written message or image – including those that are electronically transmitted – verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental or physical disability or other distinguishing characteristic, when an act:

- Physically harms a student or damages a student's property.
- Has the effect of substantially interfering with a student's education.
- Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment.

Has the effect of substantially disrupting the orderly operation of the school.

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation or bullying.

"Other distinguishing characteristics" can include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status and weight.

“Intentional acts” refers to the individual’s choice to engage in the act rather than the ultimate impact of the action(s).

Behaviors/Expressions

Harassment, intimidation or bullying can take many forms including, but not limited to, slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral, physical or electronically transmitted messages or images.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expressions do not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation or bullying may still be prohibited by other district policies or building, classroom or program rules.

Harassment Complaint Process

In order to protect a targeted student from retaliation, a student need not reveal his identity on an Incident Reporting Form. The form may be completed anonymously, confidentially, or the student may choose to disclose his or her identity (non-confidential).

Status of Reporter

- a. Anonymous...Individuals may file a report without revealing their identity. No disciplinary action will be taken against an alleged aggressor based solely on an anonymous report. Vashon Island School District contracts with Anonymous Alert for reporting incidents anonymously. Possible responses to an anonymous report include enhanced monitoring of specific locations at certain times of day or increased monitoring of specific student or staff.
- b. Confidential... Individuals may ask that their identities be kept secret from the accused and other students. Like anonymous reports, no disciplinary action will be taken against an alleged aggressor based solely on a confidential report.
- c. Non-Confidential... Individuals may agree to file a report non-confidentially. Complainants agreeing to make their complaint non-confidential will be informed that due process requirements may require that the district release all of the information that it has regarding the complaint to any individuals involved in the incident, but that even then, information will still be restricted to those with a need to know, both during and after the investigation. The district will, however, fully implement the anti-retaliation provision of this policy and procedure to protect complainants and witnesses.

Nondiscrimination Statement

The Vashon Island School District does not discriminate based on race, color, national origin (including language), sex, sexual orientation including gender expression or identity, creed, religion, age, veteran or military status, disability, or the use of a trained dog guide or service animal by a person with a disability in any district programs or activities and provides equal access to the Boy Scouts and other designated youth groups. The Vashon Island School District is an equal opportunity employer. Vashon Island School District is tobacco-free, drug-free and weapons-free. Appropriate fingerprint screening results are required for employment.

To view related policies, please follow this path: www.vashonsd.org > School Board > Policies > 3000 series – Students > more > 3205 to 3207 F > page 3

Non-discrimination 3210 and 3210P

Policy 3207 F

VASHON ISLAND SCHOOL DISTRICT #402

Washington State Harassment, Intimidation or Bullying (HIB)

Incident Reporting Form

Reporting person (optional): _____

Targeted student: _____

Your email address (optional): _____

Your phone number (optional): _____ **Today's Date:** _____

Name of school adult you've already contacted (*if any*): _____

Name(s) of bullies (*if known*): _____

On what dates did the incident(s) happen (if known): _____

Where did the incident happen? Circle all that apply.

Classroom Hallway Restroom Playground Locker room Lunchroom
Field
Parking Lot School Bus Internet Cell Phone During a school activity
Off school property On the way to/from school

Other (*Please describe*): _____

Please check the box that best described what the bully did. Please choose all that apply.

- Hitting, kicking, shoving, spitting, hair pulling or throwing something at the student
- Getting another person to hit or harm the student
- Teasing, name calling, making critical remarks or threatening in person, by phone, by e-mail, etc.
- Putting the student down and making the student a target of jokes
- Making rude and/or threatening gestures
- Excluding or rejecting the student
- Making the student fearful, demanding money or exploiting
- Spreading harmful rumors or gossip

- Cyber bullying (bullying by calling, texting, emailing, web posting, etc.)

Other Policy 3207 F

If you select other, please describe:

Why do you think the harassment, intimidation or bullying occurred?

Were there any witnesses? Yes No If yes, please provide their names:

Did a physical injury result from this incident? If yes, please describe.

Was the targeted student absent from school as a result of the incident? Yes No If yes, please describe

Is there any additional information?

Report documented by:

Signature

Date

Signature

Date

Thank you for reporting!

-----For Office

Use-----

Received by:

Date received: _____

Action taken:

Parent/guardian contacted:

Circle one: **Resolved** **Unresolved**

Referred to: _____

For specific information, contact:

VISD Title IX and ADA/504 Coordinator, Kathryn Coleman, P.O. Box 547, Vashon, Washington 98070, [\(206\) 463-8532](tel:2064638532), kcoleman@vashonsd.org.

VISD Compliance Coordinator for 28A.640 and 28A.642 RCW, Amy Sassara, Human Resource Director, P.O. Box 547, Vashon, WA 98070, [\(206\) 463-8529](tel:2064638529), asassara@vashonsd.org.

GENERAL POLICY / INFORMATION

Attendance Policy

Under the Washington State Compulsory Attendance Law, parent or guardians have the primary responsibility for keeping their students in regular attendance.

In order to optimize learning, a student needs to attend class and be on time. When students are aware they are going to be absent, it is their responsibility to ask for assignments before the absence occurs (Pre-Arranged Absence Form).

Requests for make-up work must be made on the day the student returns to school following an excused absence, and completed within a number of days equal to the excused absence (not counting the day of return). If a student does not make up the work in the allotted days, it is no longer the obligation of the teacher to allow the student to makeup the work. If the classroom teacher has an established deadline for an assignment or project, being absent (excused or not) will not change that deadline. Students need to make arrangements to get the assigned work in on time.

It is also understood that make-up work does not substitute for classroom participation and make-up work need to be accepted for any unexcused absence.

1. **It is expected** that students will attend class on every school day. All teachers will take and keep a record of absences and tardies.
2. **Make-up work** will be allowed for all excused absences. Make-up work is not allowed for unexcused absences or truanancies.
3. **Parents should call** the main office before 9:00 am on the day their student is absent from school without prearrangement. The school will attempt to telephone each absent student's parent/guardian whom we have not heard from by that time.
4. **Students who are absent** from more than one of their scheduled classes on the day of a co-curricular activity will not be allowed to participate in that activity. Exceptions will be made for verified doctor or dental appointments and school related activities where prior approval is obtained through the office.

5. **If parental contact is not made**, a note of verification is required from the parent or guardian. Excuses must contain the date of the absence, reason of absence, and signature of parent or guardian. Excuses are turned in to the office on the morning following each absence.

6. **Pre-arranged absences.** Parents must request approval for a pre-arranged absence by completing the Pre-Arranged Absence Form and getting Principal approval. If the procedures for pre-arranged absences are not followed the absences may be considered unexcused.

Absence Policy

- 6 Absences: A letter will be sent home notifying parents of the absences and requesting the parents to contact the school regarding any inconsistencies.
- Absences: A letter will be sent home and a student, parent, administrator conference will be scheduled.
- 10 Absences: A letter will be sent home, an attendance contract will be established with parent and student.

Becca Bill

RCW 28A.225 requires the following actions when student have an unexcused absence:

1. Notification of the parent or guardian by phone or in writing on the first unexcused absence.
2. Written notification of the parent or guardian and a conference with the parent/guardian and student on the second unexcused absence.
3. On the seventh unexcused absence in any month or the tenth unexcused absence in the school year, a truancy petition must be filed with the juvenile court. The parent/guardian will be notified of the juvenile court hearing date and time. Hearings are held in the King County Juvenile Court in Seattle.

Tardiness

Students who arrive late to class disrupt the educational environment for student and staff. Reporting to class on time is defined as being in your seat, prepared and ready to begin class when the bell rings.

Tardy students are expected to make up for time missed. After ten minutes of class time has passed, a tardy becomes an absence. If a teacher or staff member causes a student to be tardy, the student is expected to ask the teacher to write him/her a note. That tardy will be removed from the school records.

- One to three tardies in a semester will result in classroom interventions (warnings, parent contact, and other class consequences).
- Four to six tardies will result in after-school or lunch detentions and parent contact.
- Ten or more tardies will result in an attendance contract and parent conference.

Truancy

Truancy is defined as any unexcused absence or a student being in an unassigned area during the school day. Students are required to check out through the office if they need go leave campus during the school day. Failure to do so is a truancy violation. Students will not be allowed to make up missed classroom work for truanancies.

- First Offense After school detention
- Second Offense In-school suspension
- Third Offense Short-term out of school suspension
- Fourth Offense Long-term suspension

Missing the school bus and sleeping in are both classified as unexcused absences and subject to administrative referral and progressive discipline.

DISCIPLINE CODE

Procedure Student Conduct Expectations and Reasonable Sanctions Purpose

This procedure sets forth the District's expectations for student conduct and possible sanctions for violations of such expectations. For procedures and legal requirements related to the imposition of discipline, suspensions, and expulsions, see Policy and Procedure 3241, Classroom Management, Discipline and Corrective Action.

I. Compliance with Rules

All students must obey the written rules and regulations established for the orderly operations of the District and the reasonable requests, instructions, and directives of district staff. For purposes of this procedure, the term "district staff" includes all adults, including contractors and volunteers, authorized to supervise student activities. Failure to do so may be cause for disciplinary action. All students will submit to reasonable discipline by the district and its representatives for violations of policies, regulations, and rules.

II. General Principles

- A. The goal of student discipline is to teach students to behave in ways that contribute to academic achievement and school success and to support a school environment where students and staff are responsible and respectful.
- B. Successful school discipline is guided by the following principles:
 - 1. Effective and engaging instruction and classroom management are the foundation of effective discipline.
 - 2. School discipline is best accomplished by preventing misbehavior before it occurs, and using effective interventions after it occurs.
 - 3. School safety and academic success are formed and strengthened when all school staff and personnel build positive relationships with students and are actively engaged in their lives and learning.
 - 4. School staff should promote high standards of behavior by teaching, modeling, and monitoring behavior, and by fairly and consistently correcting misbehavior as necessary.
 - 5. School discipline that is paired with meaningful instruction and guidance offers students an opportunity to learn from their mistakes and contribute to the school community, and is more likely to result in getting the student re-engaged in learning.
 - 6. Effective school discipline maximizes the amount of time students spend learning and minimizes the amount of time students are removed from their classrooms due to misbehavior.
- C. Appropriate discipline may be imposed when students violate school rules and regulations or otherwise commit criminal acts in the following locations:
 - 1. On school property,
 - 2. In school-provided transportation, or any other place while under the authority of school personnel;
 - 3. Off school property at a school activity, function, or event;
 - 4. Off school property if the actions of the student materially or substantially affect or interfere with the educational process; or
 - 5. Off school property but with a detrimental effect upon the maintenance and operation of the schools or the district.

II. Reasonable Consequences

- A. The district will make every reasonable effort to correct student misbehavior through school-based interventions at the lowest possible level and to support students in learning the skills necessary to enhance a positive school environment and avoid negative behavior.
- B. The vast majority of disciplinary issues should be addressed at the classroom level by teachers.
- C. Sanctions for offenses may vary depending on the severity of the misconduct, the nature and circumstances of the violation, the disciplinary record of the student, and other relevant factors.
- D. In all instances, school discipline should be reasonable, timely, fair, age-appropriate, and should match the severity of the student’s misbehavior.
- E. The methods employed in enforcing the rules of student conduct involve professional judgment. Such judgment should be:
 - 1. Consistent from day to day and student to student;
 - 2. Guided by appropriate classroom management strategies;
 - 3. Balanced against the severity of the misconduct;
 - 4. Appropriate to the student’s circumstances and prior behavior;
 - 5. Fair to the student, parent/guardian, and others; and
 - 6. Effective.

III. Minimizing Use of Out-of-School Suspensions and Expulsions

The district aims to minimize the use of measures such as out-of-school suspensions and expulsions that exclude students from school. Exclusionary discipline should be reserved for infractions that cannot be appropriately addressed through other interventions and disciplinary responses.

IV. Non-Discrimination

School district staff responsible for implementing this policy shall do so without discrimination based on ethnicity, race, color, religion, national origin, ancestry, gender, sexual orientation, age, or disability.

V. Individual School Rules and Code of Conduct

Schools may adopt their own school rules and Codes of Conduct so long as they are consistent with Policy 3240 and this procedure. Any such rules or codes shall be approved by the Superintendent or a designated district official and will be made available to students and their parents/guardians in a manner consistent with this policy.

Table 1		Levels of Interventions and Disciplinary Responses	
Level 1	<ul style="list-style-type: none">• Teacher/Student Conference• Reminders and Redirection• Teaching of Expectations and Skills• Written Apology	<ul style="list-style-type: none">• Reflective Essay or Other Reflective Activity• Independent Study• Role-Play	
Level 2	<ul style="list-style-type: none">• Any Lower-Level Interventions	<ul style="list-style-type: none">• Reprimand by Administrator	

	<ul style="list-style-type: none"> • Parent/Guardian Outreach • In-Class Time-Out • Seat Change • Self-Charting of Behaviors • Daily Report Card on Behavior, Task Completion, and Achievement 	<ul style="list-style-type: none"> • Removal from Class to Supervised Time-Out in Another Classroom • Loss Of Privileges (e.g., exclusion from group lunch or extra activities) • Mini-Course/Training (e.g., conflict resolution, anger management, social skills, or appropriate behavior)
Level 3	<ul style="list-style-type: none"> • Any Lower-Level Interventions • Student/Teacher/Parent Conference • Referral to Support Staff (e.g., guidance counselor, social worker, psychologist, or nurse) • Short-term Behavioral Progress Reports • Behavioral Plan • Change in Schedule/Class • Referral to After-School Program • In-School Suspension - 1 day 	<ul style="list-style-type: none"> • Community Service • Mentoring Program • Peer Mediation • Referral to School-based Health/Mental Health Clinics • Referral to Community-Based Services • Substance Abuse Treatment Services • Modification of IEP (if applicable)
Level 4	<ul style="list-style-type: none"> • Any Lower-Level Interventions • Detention • Saturday School • Restorative Justice • In-School Suspension - 1 to 3 days 	<ul style="list-style-type: none"> • Teen Court/Peer Jury • Restitution • Out-of-School Suspension - 1-3 days
Level 5	<ul style="list-style-type: none"> • Any Lower-Level Interventions • Out-of-School Suspension - 4 to 10 days (and may be extended as necessary) 	<ul style="list-style-type: none"> • Alternative Educational Placement • Recommendation for Long-Term Suspension or Expulsion • Arrest or Referral to Law Enforcement

a. Table 2 comprises a list of examples of potential inappropriate or disruptive behaviors and indicating the appropriate level of intervention for each behavior. Note that this list is not intended to be exhaustive and the use of additional interventions and disciplinary responses that are consistent with this policy and its goals are allowed where appropriate.

Table 2

<p>Note: On the first instance of an inappropriate or disruptive behavior, use one or more interventions from the lowest level indicated for that behavior, or any lower level. If the same behavior is repeated during the same school year, one or more interventions or disciplinary responses from the next highest level may be used. Lower-level interventions may always be used, but interventions or disciplinary responses from the shaded boxes may never be used.</p>					
Inappropriate or Disruptive Behavior	Levels				
	1	2	3	4	5
Academic dishonesty (e.g. cheating or plagiarizing)	•	•	•		
Alcohol (including beer, wine, spirits)			•	•	
-Under the influence, using, or possession				•	
-Selling					

Arson - Intentional setting of fire or causing an explosion				•	•
Assault or battery -Simple assault (assault is a harmful or offensive intentional touching of another person regardless of whether any injury occurs) or simple battery -Assault with a weapon or battery causing serious injury				•	
					•
Bullying		•	•	•	
Burglary (Entering or remaining unlawfully in a district building with intent to commit a crime)			•	•	•
Bus Disruptions -Minor disruptions on the bus (e.g. eating, drinking, being too loud, standing, throwing objects for the bus) -Serious disruption on the bus	•	•	•		
				•	
Cheating (For example, copying, copyright violation, computer software violation, plagiarism, and falsifying records or scores)	•	•	•		
Classroom disruption (e.g. talking out in class or talking out of turn, throwing objects, and other behavior that distracts from student learning)	•	•	•		
Defiance of Authority and/or insubordination (e.g. non-violent/non-physical, talking back to school staff, failure to follow directions, failure to respond to school staff questions or requests, refusal to participate in classroom activities, etc. Two violations of willful disobedience in of school personnel in violation of RCW 28A.635.020 within three (3) years is grounds for long-term suspension or expulsion	•	•	•		
	•	•	•	•	•
Disrespectful or disruptive behavior (e.g. verbal insults or put-downs, including the use of profane or offensive language; picking on, bothering, teasing, or distracting other students; making inappropriate gestures or comments; and other behavior that is rude or disrespectful)	•	•	•		
Dress Code Violation	•	•			
Extortion, Intimidation, Blackmail, Coercion, Threats				•	•

(e.g., obtaining money or property by violence or threat of violence, or forcing or attempting to force another to do something against his or her will by threat of force)					
False activation of a fire alarm			•	•	
Fighting -Physical aggression (e.g. pushing and shoving) -More serious fighting (may include incidents involving minor injuries)		•	•	•	
				•	
Gambling		•	•	•	
Hallway misbehavior, running, making excessive noise, or loitering	•	•	•		
Harassment Intimidating or harassing a member of the school community based on that person's race, color, national origin, ethnicity, sex, gender, sexual orientation, disability, or religion Harassment in violation of chapter 9A.46 RCW where violence is threatened or occurred		•	•	•	
				•	•
Illegal drugs or controlled substances -Under the influence, using or possessing -Selling			•	•	
					•
Lying to, giving false information to, or misleading school personnel	•	•	•		
Portable electronic devices use at unauthorized times	•	•	•		
Property Damage -Intentional damage or defacement of another person's or school property (less than \$50) -Intentional damage or defacement of another person's or school property (more than \$50)		•	•	•	
				•	
Robbery Taking another's property from another's person or presence by force or threat of force				•	•
Sexually-based behaviors -Consensual sexual activity -Sexual harassment (e.g. unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal, written, or physical conduct of a sexual nature) -Conduct amounting to a sex offense under RCW 9.94A.030, including Sexual Assault	•	•	•		
		•	•	•	
					•

Tardiness -Persistent or excessive tardiness to class/school	•	•	•		
Theft -Less than \$50		•	•	•	
-Greater than \$50				•	
Trespassing		•	•	•	
Tobacco possession or use including smoking, chewing tobacco, and vapor devices.	•	•	•		
Unauthorized use of school equipment	•	•	•		
Unexcused absence from school or class cutting	•	•	•		
Weapons, firearms, and explosives	•	•	•		
-Bringing or possessing fireworks					
-Igniting fireworks				•	
-Bringing, possessing, or using other explosives (non-fireworks)					•
-Threat or false report related to explosives					
-Bringing, possessing, or using firearms					•
-Bringing or using other deadly weapons					•
-Possessing other deadly weapons					•
				•	

b. Exceptions to Table 2

1. Mandatory expulsion for possession of a firearm: Any elementary or secondary school student who is determined to have carried a firearm onto, or to have possessed a firearm on, public elementary or secondary school premises, public school-provided transportation, or areas of facilities while being used exclusively by public schools, will be expelled from school for not less than one calendar year pursuant to RCW 28A.600.420 with notification to parents/guardians and law enforcement.

VI. Annual Review

Each individual school will evaluate and monitor the effectiveness of their school discipline practices and school climate on an annual basis.

A. The review will include the following:

1. Prevention and intervention strategies in use;
2. The number of in-school suspensions, out-of-school suspensions, expulsions, arrests, and referrals to law enforcement, disaggregated by age, grade, gender, race/ethnicity, English language learner status, disability, school, teacher, offense, and punishment or alternative used;
3. Differences in referrals among staff members; and
4. The extent to which disciplinary actions are consistently applied to all students.

B. Based on the review, schools will:

1. Identify areas of concern;

2. Provide targeted professional development, supports, and services;
3. Initiate appropriate corrective action; and
4. Revise school procedures as needed.

Revised: August 30, 2016

To view the entire Policy No. 3240P, please follow this path: www.vashonsd.org > School Board > Policies > 3000 series – Students > more > page 2 > 3240P

GENERAL INFORMATION

Where to go.....

Main Office (Ms. Jensen): locker information or help, report a theft, admit slip, early dismissal slip, bus note, bulletin note, school fees, visitor's pass, and address/email change

Counselor (Ms. Zike & Ms. Cochrane) in the portable: request transcript, register or withdraw, student mentors, personal/crisis counseling, student testing and interpretation, scheduling requests

Principal's Assistant (Ms. Johnson) in the office: grade reports, Family Access information, scholarship requests, Exploratory Week, fund raising

Athletic Secretary (Ms. Gateman): athletic forms, athletic eligibility, contact coach

Custodian (Ms. Albright): locker problems, clean-up, repairs

Athletics

7th and 8th grade students interested in participating in our interscholastic sports program must have a physical signed by a physician (good for 24 months), a signed parent permission form, signed activities code, paid the \$100 sport fee and purchase a \$40 ASB card. The fees must be paid during the first two weeks of practice. Check with Mrs. Gateman if you think your physical is still good. If a scholarship is needed, please contact Mr. Allison or Ms. Johnson.

Our eligibility policy states that students must be passing all classes and display responsible behavior in order to remain eligible. Should you become ineligible, you will be restricted from participating in the next scheduled event, but you must still attend practice.

6th grade students may practice and travel with the teams, but are not allowed to compete with the team, except for wrestling, where they may only compete against other 6th grade students. In order for a 6th grade student to participate he/she must provide all completed paperwork and purchase an ASB card, but is not required to pay the sport fee unless he/she is allowed to compete (wrestling only).

An athlete arriving after first period on game day without a pre-arranged or excused absence (medical, dental or family emergency), may not participate in that day's game. Sleeping late or missing the bus is not an excused absence.

Backpacks

Backpacks are not allowed in classrooms and should be placed in lockers upon arrival at school. The one exception to this rule is that backpacks may be allowed in 6th period classes if it is approved by the 6th period teacher.

Bus Transportation

Students may ride a different bus or get off at an alternate stop if the student has a note signed by his/her parent or guardian, has a bus pass from a pre-arranged activity at school, or has a bus pass obtained from the school office. Bus passes must be obtained before the end of the lunch period. All sports gear, equipment or other large items (skateboards) must be in a bag during bus transportation.



Closed Campus

McMurray is a closed campus. The following expectations are in effect and will be strictly enforced:

- All students must sign out in the office if leaving campus during the school day and must have specific permission from the office to leave.
- This permission may be obtained with a note from a parent or a telephone call home.
- Leaving school without permission will be considered truancy.
- Visitors on Campus....All visitors must sign in at the main office. A visitor's badge must be worn in clear view for the duration of the stay on campus. McMurray prohibits students not currently enrolled in our district from visiting our campus when school is in session unless the visit has been approved in advance by the principal.
- Student visitations of a purely social nature are strictly prohibited.

Commons Area

Our school hallways are for travelling from classroom to classroom. Students are asked to socialize in other supervised common areas at the appropriate times (lunch, before and after school). During scheduled lunches, students are expected to remain in the lunchroom, commons, or may participate in activities outside. Student behavior in the lunchroom and commons is expected to be safe, respectful and responsible.

Walk to the lunchroom and be courteous to others while waiting in line.

Visit with friends. Refrain from shouting or disruptive behaviors.

Dispose of garbage in the appropriate recycle bins or trash cans and leave the area clean. Assist with spills or other messes.

Respectfully follow directions of the lunch staff and campus monitors.

Contacting Your Child during the Day

If parents need to get a message to their child during the school day, they may contact the main office at 206-463-9168 and ask that a message be delivered to the student. Parents may ask that the student come to the office between classes, are at break or lunch, to phone home. If your student carries a mobile phone please reference the Electronic Devices policy in this handbook.

Dances

McMurray dances are held following the school day from 2:45 to 4:30. Dance dates will be announced.

Students may not leave the school then return to the dance without permission from an adult. The use of

chemicals (alcohol, tobacco or drugs) at school or school-sponsored events is a violation of school and district policy. Students violating this policy will be subject to school suspension. Evidence of chemical abuse at McMurray School sponsored dances may result in an early termination of the event. School rules apply to all school sponsored events.



Detention

Students reaching Steps 2 and 3 of the Discipline Code may be assigned to one or more after-school or lunch detentions. Detention is a quiet study time, monitored by a staff member. Students requiring detention will be notified by the office. Detentions that have not been served may result in additional disciplinary actions.

Dress Code

We want our students to understand the importance of education, to take it seriously, and to be prepared for their eventual transition from school to the workplace. Students are expected to use good judgment in dressing appropriately while promoting a positive school culture.

The following types of clothes may be worn at McMurray Middle School:

- Pants that are worn above the hips and are properly secured.
- Shorts, skirts, or torn pants that come to mid-thigh.
- Shirts that cover the whole torso or undergarment and have shoulder straps that are at least one inch wide.
- Shoes that have hard soles (other requirements may be made for specific classes i.e. science; PE)
- Hats may be worn in the building. While in the classroom it is at the discretion of the teacher.

Examples of clothing that should not be worn at school are:

- Clothing that does not represent our McMurray commitment of respect.
- Clothing that exposes excessive skin or undergarments.
- Clothing that references drugs, alcohol, weapons, sex, or vulgar language.
- Clothing that references gang activity.

The dress code will be monitored by staff. Their discretion as to the appropriateness of the attire will be honored. Students violating the dress code will be given a note by a staff member directing him/her to the office where they will get further instructions on how to remedy the situation. Multiple violations of the dress code may result in further intervention or disciplinary response. Exceptions to the dress code may be made for spirit days at the administrator's discretion.

Early Dismissal

Students needing to leave school for any reason must first have a note from parent or guardian, and get permission from the office. If possible, the office should be notified of the plans before school so teachers can be notified. All students leaving school early must sign out in the office before leaving.

Emailing and Phoning Teachers

During the school day teachers are focused on student instruction and are unable to retrieve phone and email messages. For this reason, we ask that you allow up to three days for teachers to reply to email or phone messages. To email a staff member simply use this format: teacher's first initial followed by last name@vashonsd.org (i.e. gallison@vashonsd.org)

Extra Help

If you do not understand an assignment, if the work is difficult, or if you have been absent and have missed assignments and class discussions, you may arrange a conference with your teacher before or after school. Many teachers provide "tutorials" for their classes.

Family and Student Access

McMurray staff recognizes that many parents would like to play a greater role in their child's education. To make it easier for you to get involved and help keep you informed in your child's education, we are providing you with the ability to view student information (schedule, grades, attendance, demographic home information, transcripts, food service account balances, and standardized test results) anytime. Parents frequently use the "gradebook" feature for individual classes to see how students scored on assignments, as well as listing missing assignments. Teachers ask that you allow up to two weeks between assignment due-date and the posting of assignment grade. Contact Ms. Johnson (gjohnson@vashonsd.org) for your login and password.

Fees (All fees are subject to change)

Elective fees are due each semester. Sport fees are due during the first two weeks of practice and are per sport. Contact one of our counselors, Mr. Allison or Ms. Johnson if a scholarship is needed.

Class Fees

Art , Graphic Art	\$30	
Ceramics, Fiber Art, Photo	\$35	
Intro to Woodworking		\$25
Design It, Build It	\$25	
Build a Treehouse	\$20	

Food Service

Breakfast	\$1.75 or \$.30 reduced
reduced	

Miscellaneous Fees

ASB card	\$40
Dances	\$5
Exploratory Week	\$50 - \$200
Sport Fee	\$100 per sport
Yearbook	\$40
Lunch	\$2.50 or \$.40

Fines

During the school year we will periodically check for lost or damaged books. Fines may be levied at that time. You are responsible for the book checked out to you. Fines may range from \$2.00 for damage to full text replacement cost. Students may also be levied a fine for lost padlocks or damage to lockers.

First Aid

School personnel are trained to handle first aid for minor injuries. In case of serious injury or illness parents will be contacted immediately. If parents cannot be reached, and a parental consent form has been checked authorizing the school to seek emergency treatment, the child will be taken to the local clinic. Please make sure your emergency phone number is on file in the office. 911 will be called in extreme emergencies.



Grading

Mid-term and semester grades may be viewed through Family Access. No grade reports will be mailed unless specifically requested. The standardized transcript is based on a marking/grading system that reports the grades earned by students as follows:

	B+ 3.3	C+ 2.3	D+ 1.3	F .0
A 4.0	B 3.0	C 2.0	D 1.0	
A- 3.7	B- 2.7	C- 1.7	D- .7	

Humanities classes meet for two periods so that grade is counted twice when calculating a grade point average.

Students receiving an incomplete grade have fourteen calendar days at the end of the grading period to complete the work. If the work is not completed within the fourteen days, the incomplete grade reverts to an "F" grade. In exceptional circumstances the principal may extend the time period allowed to complete the course.

Homeroom / Advisory

Homeroom is intended to serve as a period to enhance student skill and help develop a positive school climate. Students are assigned to the same homeroom teacher for their three years at McMurray, with the exception of elected Executive Council members.

Four days each week the homeroom period will be dedicated to supporting literacy with a building-wide sustained silent reading response (SSRR) program for at least the first six weeks of school. Identified students may receive focused and guided support during this time.

One day each week homeroom will focus on specific lessons designed to help improve our overall school climate. These lessons will include bullying prevention and student-led conference preparation.

Homework Requests

If a student is absent please check teacher websites at www.vashonsd.org/mcmurray/teacherweb or Family Access for homework.

Insubordination / Misconduct

Students are required to obey the reasonable requests of all staff members. Willful disobedience, dishonesty, vulgarity and profanity, obscenity, cheating and any other inappropriate behavior shall be referred immediately to school administration.

Internet Use

Computers are available in the library and classrooms for student use. Priority is given to students using the computers for class related projects and research. Students must have a signed Responsibility Contract on file in order to access the internet.

Life Threatening Health Conditions

Washington State Law RCW 29.10 Section 1 requires that all students with life threatening health conditions have the needed medical orders, medication and/or equipment and a nursing care plan in place before the child may attend school. Forms are available in the school office.

Lockers

Each student is assigned a locker and a padlock. Students are not allowed to bring their own locks for lockers. Lockers and padlocks are the property of the school district. As property of the school, lockers may be inspected by school officials at any time. Lockers are not to be written on or in any way vandalized by students. The cost of repairing any damage to a locker or a fee for a lost lock will be charged to the student. The school does not assume liability for stolen items.

Loss Of or Damage to School Property

A student or his/her parent or guardian shall be responsible for the cost of property which is lost or willfully damaged.

Lost and Found

If you have lost or found an item, contact the school secretary in the office or check in the Lost and Found area in the lunchroom. Unclaimed lost and found items will be given to Granny's Attic or Luna Bella's periodically during the school year.



Medication

According to state law and district policy, if it is necessary for your child to receive oral medication (prescription or non-prescription) during school hours, a medication form must be filled out and signed by both the physician and parent. These forms are available in the school office. All medication must be kept in the most current pharmacy container and will be kept locked in the school office. To ensure safety, parents are encouraged to have an adult deliver the medication to school.

Movie Nights

Movie Nights are held periodically throughout the year. Food, games, competitions and other activities are provided at Recreation Nights. Movie Nights are held at Vashon Theatre. If you would like to volunteer to help organize or chaperone these evenings, please contact the school office.

Parent Conferences

Parents may make appointments for conferences with teachers, the counselor, or building administrator by telephoning the school office. See "Student-Led Conference" section for information about this program.

Part-time Students

Students arriving after the regularly scheduled start time (8:00 am) must sign in at the main office. Part-time students must sign in upon arrival and sign out when leaving. They are required to leave campus after their regularly scheduled classes.

Personal Effects / Valuables

Students are cautioned not to bring large amounts of money, expensive electronics, mobile phones or cameras to school. Students, not the school, are responsible for their personal property. Parents are reminded that the school district cannot be responsible for loss or damage to personal property brought to school by students. Students who bring personal belongings to school do so at their own risk.

Unattended backpacks are not secure storage for your valuables.



Public Displays of Affection

Public displays of affection are not allowed at McMurray. Hugging, kissing, embracing, hand-holding or any other sexual contact is prohibited and subject to school discipline. Hugging in a non-sexual way is allowed within reason.

Recreation Equipment

The foosball tables, ping pong table and the pool table should not be used during class time unless directly supervised by a staff member as part of a class activity. Please do not sit on the pool table.

Restrictive Health Conditions

If your child develops a health condition restricting school activities, e.g. broken bones, sprains or other short term disability, the school secretary or counselor should be notified immediately, followed by written instructions from your physician.

Retention

Students and parents will be notified of possible retention by letter no later than April 30. The school has the right to waive requirements if a student's presence would have a negative effect on the general student body because of classroom behavior, or school-wide discipline, age, or teacher recommendation. This will be decided by a committee and apply to students in all grades. If you are notified of possible retention, you may pursue correspondence courses or summer school at your expense to avoid retention. District policy 2421 describes promotion/retention procedures.

Frequent absences and incomplete work are the leading causes for retention.

RTI (Response to Intervention)

RTI is a McMurray model helping students with additional support in math, reading and behavior. Identified students will report to small groups during Homeroom on non-homeroom lesson days.

Skateboards and Bicycles

Skateboards may not be ridden during the school day, **but may be ridden after school in the lower parking lot only. Helmets must be worn at all times while riding.** Bicycles are not to be ridden on campus during the school day except during class when enrolled in the Mountain Biking elective class. After hours use is a user's risk. Users must wear helmets when riding after hours. Vashon Island School District accepts no responsibility for accidents occurring during after hour's unauthorized use. Users will be held financially responsible for any damage to school district property.

Snow Days

During periods of bad weather, radio and television stations will report closures and changes of schedule. If information is not mentioned, school will be held as usual and transportation will not be changed. When school is closed, all activities planned for public school buildings will be cancelled.



Student-Led Conferences

Student-led conferences are designed to help our students become more invested in their academic progress by setting and achieving their goals and developing a portfolio of best works. Twenty minute conferences will be scheduled for March 23 and 24 where students will discuss their portfolios, goals, and reflections on the year. Students are required to attend the conferences. No McMurray classes will be held on conference days.

Supplies

3-ring binder with dividers	Eraser
White, lined paper	Pencils
Ruler (metric / standard)	Scissors
Blue or black ball-point pens	Protractor, Calculator, Compass
Colored pencils or fine-point felt pens	Zippered notebook pouch
Combination/key lock for PE basket	Other items as required by individual teachers

Visitors on Campus

All visitors must sign in at the main office. A visitor's badge must be worn in clear view for the duration of the stay on campus. McMurray prohibits students not currently enrolled in our district from visiting our campus when school is in session unless the visit has been approved in advance by the principal. Student visitations of a purely social nature are strictly prohibited.

Use of Personal Technology at School

Technology and mobile phones are a valuable resource, however, these items can be disruptive to the school learning environment.

McMurray Middle School allows students to use privately owned electronic devices to access the VISD wireless network. The use of a privately owned device is to support and enhance instructional activities and learning. Connecting to the VISD wireless network with personal devices is a privilege, not a right, and it is not a requirement for students. Permission to bring and use privately owned devices is contingent upon adherence to VISD Technology Contract, which must be signed by student and parent and returned to the school. Use of devices will always be at the teacher's direction and supervision. Teachers will have complete and final say for the use devices for the entire class or individuals within their class.

If a student chooses to bring personal technology to school, they must be turned off (not on vibrate) and stored in the student's locker unless the device is being used in a classroom under the direct supervision of a teacher. Electronic devices may be used outside the building and in the commons before and after school, break and lunch. Use of technology in the hallways and classrooms is generally not allowed.

Students who choose to use electronic devices during these approved times are responsible for stowing them out of sight as they walk through the building.

Inappropriate use of electronic devices will result in the following consequences:

- **First Offense:** Electronic device is held in the office until the end of the day, when the student can claim it
- **Second Offense:** Electronic device is held in the office until the end of the day and can be claimed by a parent at his or her convenience.
- **Third Offense:** Electronic device is held in the office until the end of the day and can be claimed by a parent following a conference with the principal.

If parents need to contact their child during the school day they may do so via the front office. See "Contacting your Child during the Day" for more information.

We realize that electronic devices may sometimes hold educational value, therefore, a teacher may authorize or direct limited use within the classroom setting.

Reference VISD Board of Directors Policy #3245.

After you and your student have read and discussed the 2016-2017 McMurray Student/Parent Handbook, please sign this form and have your student return it to his/her homeroom teacher.

I HAVE READ AND UNDERSTAND THIS 2016-2017 McMURRAY MIDDLE SCHOOL STUDENT/PARENT HANDBOOK, AND I ACCEPT AND AGREE TO ALL OF ITS TERMS AND CONDITIONS. I ENTER INTO THIS AGREEMENT VOLUNTARILY, WITH FULL KNOWLEDGE OF ITS EFFECT.

Parent's Signature _____

Date _____

Parent's Name (Please Print) _____

Student's Signature _____

Date _____

Student's Name (Please Print) _____

