



BURTON MIDDLE SCHOOL

1155 N. Elderwood St.

Porterville, CA 93257

2023-2024



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www.bmsbulldogs.org

BMS Administrative Staff - 23-24

Diriki Jordan - Principal

Julissa Alvarado - Vice Principal

Felicia Silva - Academic Counselor

Samantha Mulvihill - School Psychologist

Fabiola Vasquez - Site Secretary

Daisy Bedolla - Student Services Secretary

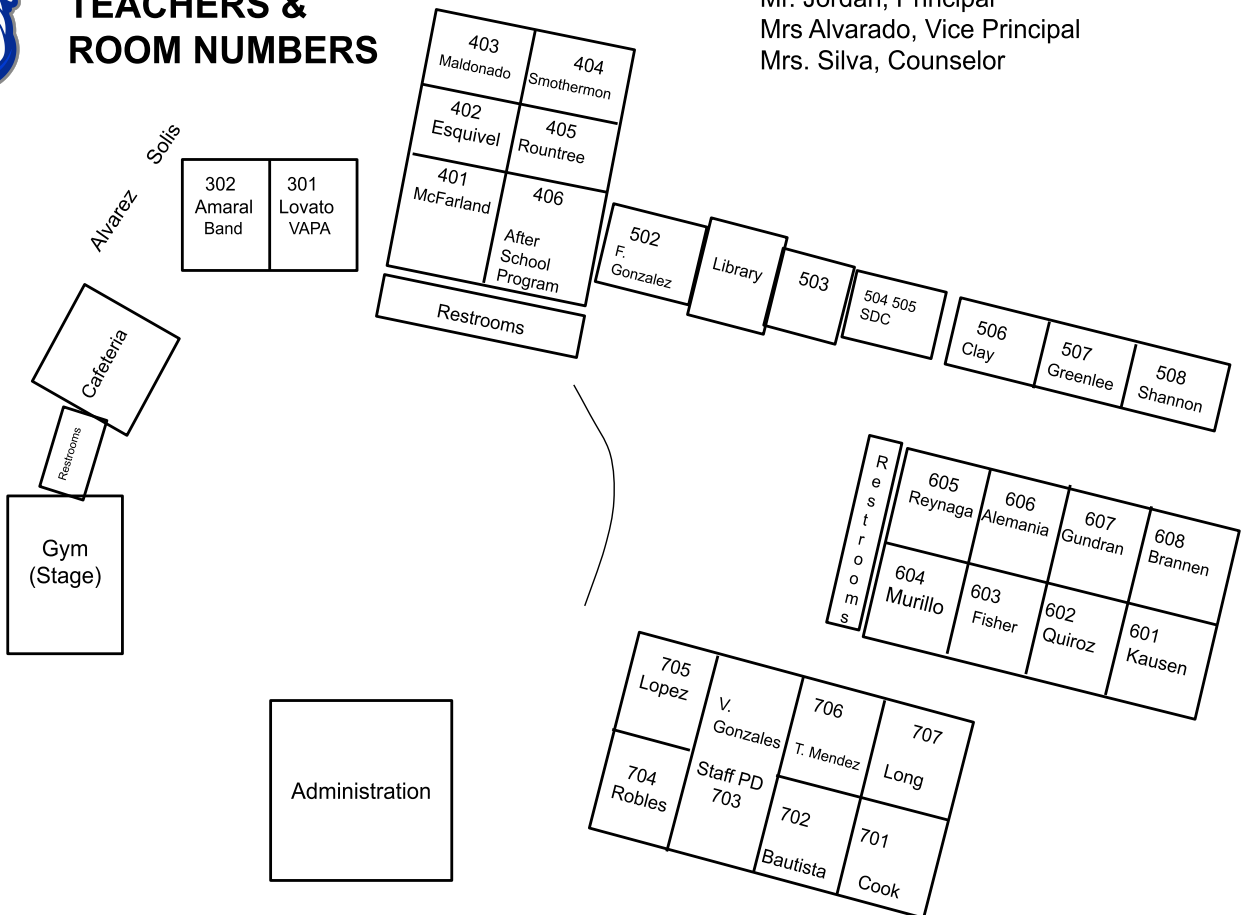
Maria Mendoza - Site Clerk

BMS Campus Map 23-24



TEACHERS & ROOM NUMBERS

Mr. Jordan, Principal
Mrs Alvarado, Vice Principal
Mrs. Silva, Counselor



Burton Middle School

7th Grade Bell Schedule

Monday/Thursday (A)		Tuesday/Friday (B)		Wednesday	
0	7:15-8:00 (45)	0	7:15-8:00 (45)	0	7:15-8:00 (45)
1	8:05-9:25 (80)	2	8:05-9:25 (80)	1	8:05-8:40 (35)
Brunch	9:25-9:35 (10)	Brunch	9:25-9:35 (10)	2	8:45-9:10 (25)
3	9:40-11:00 (80)	4	9:40-11:00 (80)	3	9:15-9:40 (25)
5	11:05-12:25 (80)	6	11:05-12:25 (80)	4	9:45-10:10 (25)
Lunch	12:25-1:05 (40)	Lunch	12:25-1:05 (40)	Brunch	10:10-10:20 (10)
Homeroom	1:10-1:50 (40)	Homeroom	1:10-1:50 (40)	5	10:25-10:50 (25)
7	1:55-3:15 (80)	8	1:55-3:15 (80)	6	10:55-11:20 (25)
				Lunch	11:20-11:50 (30)
				Homeroom	11:55-12:25 (30)
				7	12:30-12:55 (25)
				8	1:00-1:25 (25)

Burton Middle School

8th Grade Bell Schedule

Monday/Thursday (A)		Tuesday/Friday (B)		Wednesday	
0	7:15-8:00 (45)	0	7:15-8:00 (45)	0	7:15-8:00 (45)
1	8:05-9:25 (80)	2	8:05-9:25(80)	1	8:05-8:40 (35)
3	9:30-10:50 (80)	4	9:30-10:50(80)	2	8:45-9:10 (25)
Brunch	10:50-11:00(10)	Brunch	10:50-11:00(10)	3	9:15-9:40 (25)
5	11:05-12:25 (80)	6	11:05-12:25(80)	4	9:45-10:10 (25)
Homeroom	12:30-1:10 (40)	Homeroom	12:30-1:10 (40)	Brunch	10:10-10:20 (10)
Lunch	1:10-1:50 (40)	Lunch	1:10-1:50 (40)	5	10:25-10:50 (25)
7	1:55-3:15 (80)	8	1:55-3:15 (80)	6	10:55-11:20 (25)
				Homeroom	11:25-11:55 (30)
				Lunch	11:55-12:25 (30)
				7	12:30-12:55 (25)
				8	1:00-1:25 (25)

Burton Middle School

*Minimum Day Schedule 7th	
0	7:15-8:00 (45)
1/2	8:05-9:04 (59)
Brunch	9:04-9:14 (10)
3/4	9:19-10:16 (57)
5/6	10:21-11:18 (57)
Lunch	11:18-11:48 (30)
Homeroom	11:53-12:23 (30)
7/8	12:28-1:25 (57)

*Minimum Day Schedule 8th	
0	7:15-8:00 (45)
1/2	8:05-9:04 (59)
3/4	9:04-9:14 (10)
Brunch	9:19-10:16 (57)
5/6	10:21-11:18 (57)
Homeroom	11:18-11:48 (30)
Lunch	11:53-12:23 (30)
7/8	12:28-1:25 (57)

Rally Day Schedule 7th/8th	
0	7:15-8:00 (45)
1/2	8:05-9:15 (70)
Rally/Brunch	9:20-10:00 (40)
3/4	10:00-11:10 (70)
5/6	11:15-12:25 (70)
Lunch 7th Homeroom 8th	12:25-1:05 (40) 12:30-1:10 (40)
Lunch 8th Homeroom 7th	1:10-1:50 (40)
7/8	1:55-3:15 (80)

Club Day Schedule 7th/8th	
0	7:15-8:00 (45)
1/2	8:05-9:05 (60)
3/4	9:10-10:10 (60)
Brunch	10:10-10:20 (10)
5/6	10:25-11:25 (60)
7/8	11:30-12:25 (55)
Lunch 7th Homeroom 8th	12:25-1:05 (40) 12:30-1:10 (40)
Lunch 8th/7th HR	1:10-1:50 (40)
CLUBS	1:55-3:15 (80)

*This schedule will be followed on the following dates:

- August 24th, 2023 Back to School Night/October 12th, 2023 Parent Conferences
- January 11th, 2024 Parent Conferences/March 26th, 2024 Parent Conferences March 28th, 2024 Spring Fling

The Importance of Regular Attendance

BMS Attendance Office Phone Number 559-781-2671

For accounting purposes in California, there is no such thing as an excused absence. It is vitally important that students be in class unless they are ill. It is important not to remove students for vacation trips or other non-essential reasons. **Regular attendance is extremely important to your student's success and to the success of our school.** If your student must be absent, please notify the school before 9:00 am or send a note with your student verifying the reason for the absence. For our school, please note the following attendance definitions:

1. **Excused Absence**: Limited to **verified illness**, quarantine, medical/dental appointment (*with a written excuse note from the professional provider of service*) or funeral of immediate family member.
2. **Personal Absence (excused)**: Includes court appearance or religious holiday.
3. **Unexcused Absence**: Unexcused absences are those which do not come under any of the definitions of excused absences.
4. **Tardy**: Continued tardiness is considered a serious matter. Promptness to class is very important. Students are expected to be in their places, ready to work at the appropriate time.
5. **Truancy**: **Any pupil who is absent from school without a valid excuse for more than 3 days in any school year is considered truant, and shall be reported to the attendance supervisor.**

The state of California considers three (3) or more unexcused absences per school year to be excessive and subject to attendance monitoring and intervention. The state of California also considers three (3) or more incidents of absence (tardy or leaving early) of 30 minutes or more per day to be excessive and subject to attendance monitoring and intervention. Three or more absences or tardies will be brought to the attention of a site administrator, who will contact you to inquire if we may assist in helping your child's attendance improve. School Attendance Review Board (SARB) proceedings will be initiated for habitual absences and tardiness.

The reason for an absence must be verified by a note or telephone call from a parent or guardian. The attendance office telephone number is available for messages 24 hours a day. Parents are encouraged to telephone the attendance office and verify absence reasons by leaving a recorded message. All unverified absences are considered unexcused and will accrue toward truancy. It is the student's responsibility to make up any school work missed as a result of absence.

Absence due to a student's involvement in a school related activity and at which school personnel are present, is not considered an absence by the state for accounting purposes, but is considered an absence from individual classes. It is the student's responsibility to make up any work missed as a result of absence. Most coursework can be obtained online through Canvas. Make-up class work for excused absences is permitted. For each day of excused absence, the student will be allowed one day to obtain, complete, and return make-up class work assigned from an excused absence. A student needing additional time to complete make-up class work must obtain teacher approval prior to the extension of time. The maximum time for completing makeup work, regardless of the length of absence, is two weeks.

ATTENDANCE REQUIREMENT FOR EXTRA-CURRICULAR ACTIVITY PARTICIPATION

Any student absent from school for any portion of a day (other than for a verified medical appointment) may not participate in or attend any school sponsored activity that day or the following day (*if a non-school day*). Absence from school because of school sponsored activities or that has received prior approval from the Principal, or Athletic Director will not prohibit participation. Students absent on Friday would be ineligible to participate in any school event scheduled for Saturday (the following day). Failure to comply with the Attendance/Participation requirement could result in a minimum of five school days of non participation from practice, competition and activities.

CUTTING/DITCHING CLASS

The term “Cutting Class”, “Cut”, or “Ditching” refers to any time a student is not in his assigned class without prior permission from the assigned teacher or to any absence from class that has not been appropriately cleared. Students who have been deemed as “ditching class” will be coded in AERIES to reflect this behavior.

TARDINESS

The first few minutes of each class are among the most important because instructors begin by providing a set for the day and critical instruction. Students are expected to be in their assigned class ready to work when the class start-up bell sounds at 8:05 a.m. Any student not in his/her assigned class when the start-up bell sounds will receive a “tardy”. Tardiness is addressed through the BMS Tardy-Step Contract (overseen by the site's Vice Principal). Students may receive disciplinary actions for excessive tardies. Excessive tardiness will be reported to the School Attendance Review Board for possible action. Student arrival at school after 8:05AM requires a sign-in at the Attendance Office. It is the student’s responsibility to make up any school work missed as a result of absence or tardiness. **Please note, each class period has a tardy bell.** Students who are late to any class will have that tardiness reported on their attendance records and may receive referral to the attendance review board if those tardies are excessive. Passing periods should only be used for moving to the next class.

MOVING - CHANGING SCHOOLS

If a student has to leave school because he/she is moving or transferring, the parent/guardian must contact the Registrar. Failure to do this may result in a delay in transferring records and may result in receiving an unexcused absence for every day your whereabouts are unknown.

HALL PASS - STUDENTS OUT OF CLASS

Students are required to have a “Hall Pass” (Assigned by each teacher) when out of class during the academic day. Any student encountered without a “Hall Pass” will be considered ditching/cutting class and will be subject to disciplinary actions. Students should not be allowed to leave class during the first 15 minutes of class for restroom breaks, unless otherwise noted with the office or arrangements made with the teacher.

RELEASE OF STUDENTS DURING THE SCHOOL DAY

Students *will not* be permitted to leave school with any person who is not their parent, guardian or emergency contact person (previously authorized in writing by the parent or guardian). Individuals picking up students may be required to show valid identification. Students leaving campus must sign out at the Attendance Office as they depart.

PARENT VOLUNTEERS & ON CAMPUS VISITS

Burton Middle School welcomes parent participation and we invite you to our campus. If you are interested in volunteering at BMS, please call the school and speak with your student's teacher, office staff, or administration. Burton School District Board of Trustees has strengthened procedures to protect the safety of students and adults. Volunteer service in the Burton School District is now categorized by the amount of time and level of student contact. Volunteer service is categorized according to the following matrix:

Level 1	Adults who only volunteer in the classroom and class parties/events for no more than 10 hours per month	-Approval of principal -Complete volunteer form -Driver's License/ID copy	Volunteers are under direct supervision of certificated employees
Level 2	Adults who volunteer in the classroom more than 10 hours per month; cannot ride on school transportation and are not clear to be chaperones	-Approval of principal -Complete volunteer form -Driver's License/ID copy -TB Test	Volunteers are under direct supervision of certificated employees
Level 3	Designated volunteers: adults who participate in a school activity unsupervised by a certificated employee	-Approval of principal -Complete volunteer form -Driver's License/ID copy -TB Test -Fingerprint Clearance	Unsupervised by certificated employee

On Campus Visits: Anyone visiting the campus (outside quad areas, classrooms, etc.) during the instructional day, must first check in with the office. Please be prepared to show proof of identity (drivers license or valid identification) so we can register you in our guest check in system. You will not be allowed onto our campus without proof of identification and verification that you are expected on our campus.

STUDENT CONDUCT AND EXPECTATIONS

Burton Middle School is dedicated to preparing students to be college and career ready. A part of this commitment means that students will be held accountable for adhering to school rules and policies during the school day. Including traveling to school and traveling home after school. **A**

student's conduct on their way to Burton Middle School and until they arrive home at the end of the day is still a direct reflection of our school and school rules are still in place.

Students are expected to observe high standards of good conduct, and to have respect for the property of our campus, staff, and that of their peers. Each student is a representative of the school. Our student body prides itself on good sportsmanship, good character, and good manners at all times. Students are expected to abide by all district and school rules at all school-related functions including, but not limited to field trips, sporting events, and school performances. Students are expected to maintain this same conduct within the classroom and respect the individual rules of each teacher, as defined in their syllabus.

ACADEMIC INTEGRITY:

The maintenance of academic integrity is a priority at BMS.

1. Cheating, in any form, is strictly prohibited. Cheating defined: Obtaining or providing any help on an assignment that is to be completed solely by an individual student. Plagiarism is also considered cheating at BMS and is considered a serious offense. This definition applies to:

- Tests or projects
- Individual projects and/or research.
- Individual homework, when so designated.
- Other teachers assigned/designated work.

2. Suspicion of cheating may result in the decision by the teacher to have the student retake the test and/or redo the assignment.

Penalties for cheating:

- Parent Notification by instructor.
- Referral filed with the Vice Principal or Principal.
- You may receive a grade of "0" on the work
- Student counseled as to the seriousness of the offense.

Repeated incidents of cheating are subject to further disciplinary action.

BUS RULES - TO AND FROM SCHOOL

Students shall be eligible for transportation to and from school if the distance between their school- established bus stop and the school is within the school zone limits.

Top Ten Bus Safety Rules:

- Respect the bus driver and listen to instructions.
- Be at the bus stop early. Students not regularly scheduled to ride the bus will not be allowed to ride to or from school unless prior arrangements are made between parents and a school administrator.
- Take your seat right away after boarding the bus. No horseplay with other students.

- Stay seated at all times. Refrain from unnecessary noise or boisterous conduct.
- Always get on and off the bus at your bus stop.
- Leave the bus carefully using the handrail
- Keep your head, arms, legs, and hands inside the bus at all times.
- Wait for the bus in a safe place away from the road and look both ways before crossing the road.
- No eating, drinking, or chewing gum on the bus.

Disciplinary Procedures:

- Students violating the safety rules above could lose their bus privilege.
- Bus violators will be warned by the driver. If the warning is not heeded, the driver will report the student to school site administration.
- A student may be temporarily suspended from riding the bus, and parents will be notified.
- A student who continues to violate bus conduct may be suspended from riding the bus for an indefinite period of time.

GAMBLING

Gambling of any kind is prohibited.

LUNCH POLICY

Students are **not allowed** to order food through delivery service providers, however parent(s) and/or guardian(s) may do so or bring lunch to the student and drop it off in the office. **Parents and/or guardians are required to bring the student's lunch into the office and are prohibited from giving a student(s) lunch through and/or over the gate.** Students will be contacted and instructed to come to the office to pick up their lunch. **Lunch being delivered by a parent and/or guardian can only be provided for their child(ren) and may not be brought for a group of students.** If a group lunch order is delivered the student that the lunch is delivered to will be required to eat their lunch in the office and leave the remaining part of the lunch in the office, which they will pick up at the end of the school day.

PARENT/STUDENT CALLS AND ITEM DROP OFF

- Parent calls to students must go through the office and in emergency situations the student will be notified immediately. If you need to contact your child please contact the office at 559-781-2671.
- Students who need to get a hold of their parents may request to use the phone in the Student Service's office during their break unless given permission by their teacher.
- If a parent calls or texts a student during class on a personal cell phone, the student will be given consequences for disrupting class time.

PLEASE NOTE: Due to busy phones and heavy traffic in the administration office, it is impossible to guarantee the delivery of phone messages and forgotten items to students (i.e., homework, uniforms, band equipment, etc.). The office staff will try to page the

student at break, and again at lunch if necessary. Please keep in mind that the responsibility falls on the student to claim items left in the office

CELL PHONE AND ELECTRONICS POLICY

Students are allowed to bring cell phones, but may only be used **before** 7:45 a.m. or **after** 3:15 p.m. During the school day phones must be turned off (not silenced) and put away. Cell phones are not allowed to be carried in pockets of clothing. Cell phones should be put away in a bag or backpack and not be visible at any time, inside or outside of the classroom. Students who need to contact parents during the school day have access to a phone in the Main Office or Student Services. Taking pictures or videos of students is prohibited on our school campus and can result in disciplinary and in certain situations even legal action taking place depending on the situation.

***Electronics include wireless/wired headphones and portable speakers, Apple/Android watches, etc.**

Students in violation of this policy will receive the following penalties:

First offense: warning and student asked to put the device away.

2nd-4th Violation: cell phone or device confiscated, brought to the main office, and can be retrieved at the end of the day by the student. After the first violation, **detention may be issued** to the student for the ongoing violation(s).

5th Violation: The parents will be called and a meeting with the Vice Principal, parents, and students will be required. Students will have a loss of campus privileges, as defined by the Vice Principal, for 5 days. On the 5th violation, a parent will need to pick up the student's cell phone from the school office, during regular office hours OR receive permission from parent and/or guardian to give student the phone to take home.

Cell phone or device violations will be logged into Aeries.

Any further cell phone violations, parents are required to attend a meeting with the Vice Principal and may result in consequences ranging from checking in a phone daily and loss of privileges.

PLEASE NOTE: Burton Middle School is not responsible for lost, damaged, or stolen cell phones and other electronic devices.

FIGHTING

Fighting is a serious offense. The California Education Code defines fighting as “Causing, attempting to cause or threatening to cause physical injury to another person.” BMS defines fighting in the same way. Any student involved in a fight will face disciplinary action. If after a first fight, a student is permitted to continue attending BMS the student and parent will be required to sign a “Behavior Contract” in which the student agrees to not fight again. The terms of the contract include, No Fighting: (1) while the student is on the school grounds; (2) while going to and coming from school; (3) during, or while going to or coming from a school sponsored activity; (4) during the lunch period whether on or off-campus. Under the definition of fighting (stated above), students do not have to throw punches to be considered fighting. Students who violate the contract with a second incident can be removed from extra-curricular activities and field trips and could be sent to attend Community Day School. If a student is in 8th grade they may lose promotion.

DRESS CODE POLICY

All students should come to school dressed in a manner that is conducive to the learning process, demonstrates respect for others, and supports a safe learning environment. This includes but is not limited to: Any clothing, hairstyle, cosmetic, accessory or jewelry, that creates a safety or health concern for yourself or others. Clothing cannot limit your participation in school activities and programs.

- Hoodies can be worn, but hoods must remain off while in the classroom.
- Shoes must be worn at all times. Sandals must have a back heel strap and closed toe.
- Heels should be lower than 2 inches.
- Shoes must be worn at all times. Sandals must have a back heel strap and closed toe.
- Pajamas and slippers are not allowed. Items considered pajamas should be refrained from wearing, except on school dress up days. Zip up onesies and slippers are not allowed at all, this includes on dress up days.
- Sunglasses must be worn correctly and are not permitted indoors.
- Clothing, jewelry or other accessories may not advocate, promote, or advertise racial, ethnic or religious prejudice, unlawful acts, weapon and/or accessories display, sexual innuendo, profane language or the use of tobacco, drugs or alcohol.
- Under garments may not be exposed at any time.
- Pants must fit at the waist, hips, crotch and thighs (*without the use of a belt*).
- Shorts, shirts and dresses must cover undergarments when sitting, standing or bending. The hemline of skirts should be no shorter than 3” above the knee. Shorts should have no less than a 3” inseam.
- Torn jeans may be worn if all areas showing distress are below the 3” inseam.
- See-through shirts, fishnet shirts, tank tops with thin straps (less than 1 inch), bare midriff, tube tops (strapless), halter tops (backless), or low-neckline (showing excessive chest area) are prohibited.
- A student should be able to raise their hands in the air and their midriff (midsection) is not exposed.

- Clothing that may be a potential weapon may not be worn, (steel-toed shoes, wallet or other chains, items with spikes or studs are prohibited).
- No clothing that, by virtue of its color arrangement, trademark, or any other attribute denotes affiliation with or promotes membership in a gang.
- Hats/Beanies: Only BMS hats or beanies, or solid colored hats of black, white, gray, with no brand and/or team logos, including blacked out logos. Stickers, tape or other objects are not allowed to cover up a logo.
- Piercings can not have any attached chains or large loops that could cause safety issues for the students.
- Blankets, full size flags, or any other large materials can not be used as a “body wrap” or worn throughout the school day.
- Visible tattoos are not permitted. Writing and/or drawing on your body is prohibited.
- PLEASE NOTE: Coaches and teachers in classes that receive PE credits, may impose more stringent requirements than the above consistent with the health, educational and safety needs of the particular school program, sport and/or class.

The Principal and/or designee reserves the right to make decisions about the appropriateness of dress items that may not be covered by the above policy.

Dress Code Violations will result in the following actions:

1st = Warning

The student will be required to call home; students will change into acceptable garments if immediately available or if possible will be provided with temporary attire until the school day is complete. (If a parent brings a change of clothing during the school day, the student will be allowed to change at break or at lunch.) Loss of class time for dress code violation will be minimized.

**BMS does have limited stock of shirts/hoodies that can be used in some situations as a solution to dress code violations. If the student chooses to borrow a BMS item, the clothing in violation will be kept in the office until the end of the day and can be picked up by student or parent.*

2nd-4th Violation: The student will be required to call home and get a change of clothing. After the first violation, **detention may be issued** to the student for the ongoing violation(s). (Please note, dress code violations do not have to be repeated occurrences of the same offense, but rather any violation of the dress code listed above). Loss of class time for dress code violation will be minimized.

5th Violation: The parents will be called and a meeting with the Vice Principal, parents, and students will be required. Students will have loss of campus privileges, as defined by the Vice principal, for 5 days.

Hat Policy: Students violating the hat policy will be asked to remove the hat. Any staff member can ask for the hat to be removed and it will then be sent to the office at that staff member's

earliest convenience. The hat can be picked up by the student at the end of the day at the student services window. Excessive hat violations will lead to the same consequences and possible parent meetings/loss of privileges as noted for all other dress code violations.

Dress code violations will be logged into Aeries.

PUBLIC DISPLAY OF AFFECTION

Excessive public display of affection toward another student is considered inappropriate school behavior. Hugs lasting more than three seconds and hand holding are prohibited. Any kissing is not appropriate on a school campus, adjacent area, or at a school event. Students who violate this rule will face disciplinary action.

HAZING

Engaging in or taking part in hazing or committing any act that injures, degrades or disgraces any other person attending school is specifically prohibited. The practice of harassing a student verbally or physically on their birthday is considered harassment. This type of activity is considered a serious offense at BMS and may result in suspension and/or expulsion.

PHONE RECORDING/PHOTOS-SOCIAL MEDIA POSTING:

Students taking pictures or recording other students/staff and then posting them to social media can result in disciplinary and/or even law enforcement action, depending on the nature of the posting. Posting without the student/staff knowledge/consent or creating profiles that depict people, peers, or organizations, including BMS and staff without permission can result in consequences and/or legal action being taken.

SELLING PRODUCTS ON CAMPUS

Students are **not permitted** to advertise or market any product(s) on campus to ensure the safety of all students.

PROHIBITED AREAS

Being in the areas behind buildings is prohibited. Climbing a fence to enter/exit the campus is prohibited. Students in PE classes must remain with their class until the end of the period. Campus patios and common areas are off limits during class unless otherwise assigned. Because of identified behaviors, individuals may be restricted from specific areas on campus.

WEAPONS ON CAMPUS

Weapons of any kind, or any item that can be used as a weapon, or any item that resembles a weapon are prohibited. Knives of any size or blade length are not permitted on campus. Guns (real, toy, paintball, and/or airsoft) are not permitted. Students found in possession of a weapon will face severe disciplinary action which may result in suspension, expulsion, possible transfer to alternative education programs, and/ or referral to law enforcement.

LASER PENS OR LIGHTS

Laser pens or laser lights are not permitted on campus or at any school activity or in any school vehicle at any time.

STUDENT SEARCHES

School properties may be inspected by school authorities in the interest of maintenance, health, and safety. Inspection for drugs, narcotics, alcohol, weapons, poisons and missing properties are matters relating to health and safety and may be regarded as reasonable purposes for inspection by school personnel. A student's personal property and belongings may be searched if reasonable cause has been established that the student is in violation of any items listed under Education code 48900.

USE OF TRAINED CANINES

The district will utilize the services of non-aggressive trained detection canines to sniff out and alert to the presence of those substances prohibited by law or district policy. The dogs may sniff the air around student desks, bags, items or vehicles that are on district property as long as they are not allowed to sniff any person. Items shall not be sniffed if a person is close by. These inspections shall be unannounced and random. Discovery of a prohibited substance or item may result in referral to law enforcement officials or disciplinary action according to district policies.

SUSPENSION

Students suspended for one full day or more are restricted from participating in all school events and activities during the term of suspension. A student suspended on Friday, or a Friday and the following Monday, may not participate in any weekend school activity. Suspended students are prohibited by California Education Code from being on any public school campus or facility during the suspension.

ILLEGAL SUBSTANCES

It is the policy of BMS to take positive action through education, counseling, parental involvement, medical referral, and police referral in the handling of incidents involving the possession, sale and/or use of illegal substances.

SEEDS AND GUM

The eating or unshelling of seeds is prohibited. All forms of chewing gum are prohibited.

TOBACCO

BMS is a tobacco-free environment. The use of possession of tobacco in any form by a person on campus or at a school function or event is prohibited.

SEXUAL HARASSMENT

All forms of sexual harassment are prohibited on the BMS campus as defined by Education Code 212.5. Sexual Harassment includes, but not limited to, unwelcome sexual advances, request for sexual favors, and other verbal, visual or physical conduct of a sexual nature. This rule applies to

both females and males and will be strictly enforced. Violation of sexual harassment rules may result in suspension and/or expulsion. For more information, Refer to Appendix 2 - Education Code Section 32050-52 and Education Code 48900

LGBTQ+ STUDENT RIGHTS

Burton School District believes that all students should be in an inclusive environment that allows for them to feel safe and secure. With this thought in mind and in accordance with both State Law (Ed. Code § 218) and Board Policy (AR5145.3) students who identify as LGBTQ+ have the following rights:

1. To be treated and learn in an environment that is free from bullying, harassment, and discrimination, regardless of sexual orientation, gender identity or gender expression.
2. Be respected in the way they dress or behave that does not conform to stereotypes associated with their gender, with respect to the student dress code.
3. Be provided inclusive social studies, history and comprehensive sexual health education.
4. Be referred to by the gender pronoun and name that fits their gender identity.
5. Be provided access to school spaces such as restrooms, that fit with their gender identity.
6. Have opportunities to speak about LGBTQ+ issues, including wearing LGBTQ+ affirming t-shirts, stickers and bracelets, and access information about LGBTQ+ issues on school computers.
7. Be supported in the formation of Genders & Sexualities Alliance (GSA) clubs or similar LGBTQ+ related student clubs.
8. Be respected in their choice to be "out" and be themselves at school, and seek their permission of when and to whom staff can discuss their LGBTQ+ identity.
9. The right to consent to sensitive LGBTQ+ or sexual health-related services without seeking permission from caregiver/parent, if they are age 12 or older.

SKATEBOARD/ROLLER BLADES/BIKES/SCOOTERS

Students may ride skateboard/rollerblades/Scooters to school and properly store the item in the bike rack area. **Students need to bring a lock to secure their items. BMS is not responsible for lost or stolen items in the bike rack area.** Other than using skateboards, bikes, rollerblades, scooters as a means of transportation to and from school, they are prohibited on all BMS facilities at any time (including, but not limited to the parking lots and athletic facilities). (CVC 21967)

Please note: Administrative staff has the right to revoke students using these means of transportation to come to and from BMS campus. Students who demonstrate improper or unsafe behaviors (To themselves or others) while riding these means of transportation will be informed of their loss of privileges.

VANDALISM-DEFACING SCHOOL PROPERTY

Vandalism to and/or defacing school property is prohibited by law. Parents and legal guardians of

students are responsible for all damage to school property committed by their child or ward and can be held financially accountable.

Vandalism/Graffiti Students found responsible for marking or damaging any school property or structures may be subject to suspension, and/or be held financially accountable per Education Code 10606.

MARKING PENS

The possession or use of any type of marking pen (permanent or otherwise) is prohibited. Inappropriate use of possession of a marking pen will result in appropriate disciplinary action.

AEROSOL CANS

Aerosol cans (for example - paint, hair products, body spray, pepper spray, etc.) are not permitted. Special permission to have such products may be obtained for special projects or activities. Failure to obtain permission ahead of time will result in disciplinary action.

BODY SPRAYS AND SCENTED LOTIONS

Due to health concerns, body sprays and scented lotions are not permitted on campus. Any sprays or lotions brought on campus will be confiscated and given to students at the end of the school day. If multiple offenses have occurred students can be subject to disciplinary action.

APPEAL OF DISCIPLINARY ACTION

If a parent/guardian would like to appeal the decision made as a result of a discipline action taken in association with any BMS curricular program, they should first contact the Vice Principal. The final appeal at BMS is the site Principal.

SCHOOL EVENTS

DANCES

To be eligible to attend a dance a student must be enrolled at BMS at the time of the dance and meet all eligibility requirements as established for student participation in extracurricular activities. Dancing in a sexually suggestive manner will be grounds for removal from the dance. Students must remain in the dance area until they are ready to leave for the evening. No one will be readmitted after leaving a dance. The administrative staff and/or designee that is chaperoning the dance has the right to deem student attire inappropriate and a student may be asked to change/cover up, or leave the dance based on their clothing. Breaking any school rules, including but not limited to use of profanity at a school function will result in the student being asked to immediately leave the dance. A refund of costs is not guaranteed.

BMS ATHLETICS

BMS is proud of its athletic program and the contribution our student-athletes make to our school community. All BMS athletes are expected to embrace our school's tradition of

outstanding sportsmanship, citizenship, and fair play. BMS endorses and complies with the C.I.F. Central Section, and all other local leagues. Our athletic program in grades 7 and 8 is well developed and our athletes compete in the Whitney League.

In the BMS Athletics Handbook for Students and Parents, you'll find the goals and objectives of our athletic program, the responsibilities of BMS athletes and their parents, and the BMS expectations for athletes and their parents. Because student-athletes are held to high standards of performance, citizenship, and sportsmanship during school and non-school functions, acceptance of these responsibilities and expectations to self and to the team is mandatory.

Parental support for athletes in these training and academic standards is a most important element in maintaining the athletic and academic balance and competitiveness.

Refer to the BMS Athletics Handbook for Students and Parents for more information.

CO-CURRICULAR & EXTRA-CURRICULAR ACTIVITIES

EXTRA-CURRICULAR ACTIVITIES DEFINED

Anything that is not actual classroom instruction during the regular school day is extra-curricular.

Some examples include:

1. All athletics other than PE classes
2. All drama productions
3. All clubs, band auxiliary and other activities
4. All school dances
5. Promotion ceremonies

EXTRA-CURRICULAR/ATHLETIC ELIGIBILITY

Any student not meeting the academic requirements will not participate in any extracurricular activities until the next progress report or report card is issued demonstrating that academic eligibility has been attained. Eligibility for athletic and extracurricular participation is **determined by each report card/reporting period** (eight times per year) and is effective the Friday following the end of the reporting period. To be eligible, a student must:

- Have no F's in core subjects
- Earn at least a 2.0 unweighted grade point average over all courses
- No major incidents of discipline

Integrity and past discipline issues may also affect involvement in extracurricular activities. The Principal or designee may remove a student from extracurricular activities based on past major infractions or a history of continued disciplinary issues.

Any student on the "Debt Owed List" for any reason is ineligible for participation in any extracurricular activity until the debt is cleared. This will include the promotion ceremony at the end of the school year.

CLUBS AND ORGANIZATIONS

Students are encouraged to participate in extracurricular activities. Not only will you meet new people and make new friends, you'll also gain experiences that will help you later in life by learning goal setting, job related skills and interpersonal skills. There are many opportunities for you to get involved. If you are interested in joining a group or want to find out more about an activity, listen to the daily bulletin for details on meetings and opportunities.

GRADES/REQUIREMENTS

COURSE CREDIT

- Five credits are awarded for each semester class in which a grade of A, B, C, D OR P is earned at the end of the semester.
- Grades F, NR, I, or W/F receive no credit.

METHODS OF GRADING

Grades are recorded as A,B,C,D,F, and I (Incomplete)

Other marks you may see are CR (Credit) or P (Pass), NC (No Credit)

A = Student produces markedly superior work

B = Student produces excellent work

C = Student demonstrates satisfactory work

D = Student needs to improve work habits and skills

F = Student demonstrates little or no progress in knowledge and skills

I = Student must make-up missing work within a two week time period or grade will automatically be changed to F.

VALEDICTORIAN DETERMINATION

The Valedictorian(s) will be a student(s) with a GPA of 4.0 or who takes honors classes in 7th & 8th grade and score above standard on the State Assessment. (Final determination will be

dependent on good overall citizenship). Valedictorian(s) may be asked to deliver a speech at promotion. All promotion speeches must be pre-approved.

PROGRESS REPORTS & REPORT CARDS

Progress Reports are issued to all students halfway through each 9-week grading period. The purpose of progress reports is to inform students and parents of the students' academic progress and class status. Progress Report grades figure into the calculation of the Report Card of final semester course grade (at about 18 weeks). Report cards (final course grades) are issued to all students at the conclusion of the quarter and semester. Report Card (semester) grades are recorded on the student's transcript and become permanent grades.

GRADE ACCESS

Parents and/or students may access the online student information system, which includes access to student information, attendance and the Aeries Gradebook. On Aeries Gradebook you can access the most current information on progress in each class. Links to every teacher email are also available on this web site. To set up an account, please send an email to fvasquez@burtonschools.org or felicia.silva@burtonschools.org or contact the counseling office at (559) 781-2671. To access Aeries Gradebook, please go to our school district's website at www.burtonschools.org click on the "Aeries for Parents" button and log on for the most updated information on your student's progress.

HOMEWORK

The purpose of homework is to reinforce classroom learning and develop a sense of responsibility in students. This can be done by developing a homework "habit" which establishes homework as a normal expected occurrence. Homework does make a difference in student achievement.

Under optimal conditions, students should be expected to spend approximately 1.5 hrs of homework for every school day if satisfactory results are to be obtained. Homework assignments are expected in all academic subjects.

1. Homework is assigned on a regular basis and is related to what is being taught in the classroom
2. Usually homework is graded and/or commented on: students will receive credit for completed homework for an excused absence. Departments may have additional homework policies.
3. Teachers will attempt to make sure that each student has the skills needed to complete homework before it is assigned.

The student is responsible to find adequate time to complete assigned homework. Parents are requested to offer encouragement to students to complete homework.

PHYSICAL EDUCATION

All students are required to take PE during middle school. Students must bring a parent note for a one- day excuse from participation. A note from a doctor is required when a student is unable to participate for more than two consecutive days. Students are still expected to participate to the extent allowed by their doctor. PE grades are determined by a combination of participation and performance scores. Please encourage your son or daughter to participate in physical education everyday. **Students participating in Auxiliary or Choreography will receive Physical Education credits for this coursework**

MIDDLE SCHOOL COURSE OFFERINGS 22-23

(Core Classes)

<u>English:</u>	<u>Mathematics:</u>	<u>Science:</u>	<u>History:</u>	<u>Physical Edu.</u>
Lang Art 7	Math 7	Science 7	History 7	P.E. 7
Lang Art 7H	Math 7H	Science 7GATE	History 7GATE	P.E. 8
Lang Art 7GATE	Math 7 GATE	Science 8	History 8	Choreography
Lang Art 8	Math 8	Science 8GATE	History 8GATE	Auxiliary
Lang Art 8H	Math 8H (IM1)			
Lang Art 8GATE	Math 8GATE (IM1)			

(Elective Offerings)

<u>Band:</u>	<u>Theatre:</u>	<u>Arts/Media</u>	<u>Added Offerings:</u>
Marching Band	Beg. Theatre	Visual Arts/Digital Media	Criminal Justice
JV Band	Inter. Theatre	Video Production	Design & Robotics
Jazz Band	Choreography	Photography (7)	Speech & Debate
Auxiliary		Photography (8)	Creative Writing
		Theatre Set Design	Spanish 7/8
			Financial Literacy

(Additional Courses)

English Language Development 7/8 |
Applied Math 7/8
Applied English 7/8
Academic Enrichment 7/8

*Students with a "homeroom" course Utilize *Leader in Me* Curriculum

MIDDLE SCHOOL PROMOTION REQUIREMENTS (8TH GRADE)

To participate in the 8th grade promotion ceremony, students will need to meet the following criteria.

1. Students must have a "C" average overall GPA in all coursework - 2.0 GPA, with no unresolved "F" grades in the core classes of ELA, Math, History, or Science.

2. 95% attendance (exceptions are for absences due to illness and a doctor's note provided within a week, bereavement or school activities).
3. Students with more than two instances of suspension or a behavior contract are not guaranteed promotion and will meet with the Vice Principal to determine qualification status.
4. Complete at least 5 hours of community service in 7th grade and 5 hours in 8th grade.

EMERGENCY, EVACUATION & LOCKDOWN PROCEDURES

Instructions will be given to all students about how to respond to an emergency situation, evacuation, or lockdown while on campus. A continuous bell sound will signify an Emergency or Lockdown situation which requires doors to be locked and students to respond to teacher directions to remain away from windows. An intermittent bell sound will signify an Evacuation situation in which students are to exit the classroom as quickly as possible and report to a designated safe area. In the case of an emergency situation on campus, parents will be notified by the BMS automated emergency dialing system about the conditions as known and the procedure being implemented to ensure the maximum safety of students. If there is a limited or full area evacuation, parents will be requested to pick students up at an identified location.

FIRE DRILL

The signal for a fire drill is a series of short tones. Students will be taught the proper exit procedure for each classroom. Students should walk quickly to the designated safe area. Students may re-enter the buildings only when the situation has been determined safe and the “ALL CLEAR” signal (long bell) is sounded. Evacuation Procedure are posted near the door in all classrooms.

IMPORTANT INFORMATION FOR STUDENTS

COUNSELING SERVICES

Students needing to see their counselor may make an appointment at the Counselor’s Office by completing a Counselor request slip or filling out our student request form on our website, www.bmsbulldogs.org. Students can also stop by the student services window to make an appointment with a counselor and/or psychologist.

MEDICATION IN SCHOOL

Other than inhalers, students are not permitted to carry medication while on campus. Every attempt should be made to take necessary medication before or after school. When necessary, medication may be administered to students at school through the school nurse's office when the following criteria are met:

- The school has received a written note (medication on campus) from the physician identifying the student, the medication to be administered, the dosage, the method of administration of the medication, and the duration (day, week, month, etc.) of the administration of medication.
- The medication received by the school is clearly labeled in the original container and stored in the nurse's office
- No over-the-counter medication may be sent to school. We are not allowed to give them, even with parental consent. Over the counter medications are aspirin, Tylenol, Motrin, cough syrups, etc., purchased at a drugstore without a prescription. If your child needs to take prescription medication in school, please bring it to the school office and sign the proper form. Be sure that the doctor sends a note with you or you will be required to return to his/her office and get one. Each school year, parents and doctors will need to fill out new forms to take medication in school, even if it is the same medicine your child took last year. It is your student's responsibility to come to the office and get his/her medication at the correct time.
- It is the student's responsibility to report to the nurses office at the appropriate time for their medication. TELEPHONE

STUDENT ARRIVAL AND DROP-OFF/PICK-UP

Please consult the daily schedule for information about arrival times. The daily schedule can be located on our website. After school, students are to go directly home, ride the bus, or be picked-up unless participating in an appropriate after-school activity. Students waiting to be picked up by parents should wait at the designated pick-up areas. The Porterville Police Department monitors traffic around the BMS camps for students and staff safety. **Traffic citations may be issued for unauthorized or unsafe drop-off/pick up of students.** Students may ride their bicycle, scooter, or skateboard to school; however, they must be locked in the bike rack and are not allowed on campus. Law requires appropriate helmets be worn.

SUPPLIES

The school is responsible for providing textbooks and electronic devices. All other supplies such as paper, pencils, pens, backpacks should be provided by the student.

CLOSED CAMPUS DURING INSTRUCTIONAL TIME

BMS is a closed campus. Students are not allowed to leave campus, regardless of age, without an adult checking them out of school.