

Student Handbook 2016 - 2017

Center Middle School

Home of the Yellowjackets

326 East 103rd Street

Kansas City, MO 64114

www.center.k12.mo.us

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Student Services (816) 612-4026 - FAX (816) 612-4080
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Student Planner belongs to:

Name _____

Phone _____

Homeroom Teacher _____

Grade _____

Center School District # 58 Mission Statement

In Center Schools the focus is on academic achievement, character development and positive relationships. Together we achieve!

Center Middle School Mission Statement

Center Middle School students will thrive in a developmentally responsive, academically excellent environment where mutual respect is practiced. **The New 3R's – Rigor / Relevance / Relationships**

Parental Involvement Structures

Parental involvement is critical to student success. Parents are encouraged to utilize the parent portal access in Infinite Campus to check on student grades and for information regarding class work and other important functions. At the beginning of the year parents should receive a syllabus from each of the teachers working with your student. If you have any questions about the course work feel free to contact the teacher of that specific course. Newsletters are mailed home and phone messages are sent out to remind parents of upcoming events. Teachers are encouraged to contact parents frequently via phone or by email. Teacher email addresses and phone numbers are listed in the student planner so parents can contact teachers as necessary.

Center Middle School has an active PTA and all parents are welcomed to become involved. There are many volunteer opportunities throughout the year. If you would like to monitor a class during the year, then please call your grade level administrator to schedule a time to monitor a class or schedule a conference. This will allow us the opportunity to ensure students are not testing and your observation works for everyone. Conferences will be held in the fall and spring with other conferences as requested by either the team working with the student or the parents. Thank you for helping us as we strive to provide a quality education for your student.

Student Messages and Items Delivered to Students

We make every effort not to interrupt learning by calling students out of class. **Students will not be called out of class to receive phone calls.** If you wish to leave a message for your son/daughter, he/she will be given the message at lunch and may return your call at that time. Messages received after lunch will be delivered just prior to dismissal. **Students will not be called out of class to speak with the parent during any instructional time.**

In the Event of an Emergency

You may sign the student out to leave school by signing the necessary form in the main office. Only those adults on the system per the information you have provided to us will be allowed to take students out of school. The adult signing out the student must provide photo ID to verify identity. Thank you in advance for adhering to this policy.

If your student should forget lunch money, a permission slip, a book, homework or other items necessary for their day at school, you may bring those items to the main office and we will see that students receive them. Lunch money will be sealed in an envelope with the student's name and delivered during the lunch period. Students will be required to sign for the money for verification of receipt. Other items will be given to the students during passing period.

If students receive deliveries of flowers, balloons, or stuffed animals for special events they will only be delivered to the student at the end of the school day. However, please be

reminded that students are not allowed to have the balloons or stuffed animals on the bus. Both the students and the delivery would have to be transported home by the parent. Therefore, we encourage you to restrict these types of gifts to the home.

Parents/Guardian and Student Conferences

We encourage parents/guardians and students to have planned conferences with teachers when there are questions about school progress. Parents/guardians can make appointments by directly contacting the team teachers. **We request parents/guardians schedule appointments before coming to school so the team can devote full attention to their needs/concerns.**

Guidance Office

CMS counselors are ready and willing to assist students with school needs. Counselors assist students with scheduling, conflict resolution, personal needs, testing information, and career planning. We want students to know their counselor well and use their services as needed. The counselors can assist with personal/social matters and provide information on occupations, study skills improvement, colleges and careers. Arrangements for an appointment with a counselor can be made before school, after school, and between classes in the Student Services Office. Students will be contacted by a counselor and excused from class. Students are required to get missed assignments, complete them and return them to their teacher the next class period.

Parents/guardians are encouraged and invited to make use of guidance services or to visit during school hours.

Student Transportation

To obtain information on buses or report a problem, call 816-765-3100 (First Student).

Parents/guardians bringing or picking up students to school by automobile are reminded that school buses have the right-of-way in the school drive. We request parents/guardians drop off and pick up students in the morning and afternoon at the West entrance. Parents should not use the circle drive for drop off or pick up as this creates a safety issue for students. This ensures that buses have ample room to park and to load students safely.

**** Arrival:** School doors open at 7:00 a.m. Do not drop students off before this time. School personnel are not available to supervise students before this time. Students should be dropped off at the West entrance, not the circle drive.

**** Dismissal:** Students are dismissed from school at 2:30 pm. Students should exit through the west door. All students should be picked up from school by 2:35 pm. School personnel are not available to supervise students after school. **Consequences will be assigned to students who are not picked up on time.**

Bus transportation is provided free of charge to students living more than one mile from Center Middle School. In addition to the First Student Bus Company rules, **school district rules also apply on the bus and at the bus stop.** Students are expected to cooperate with the bus driver and obey all instructions. Riding the bus is a privilege which will be denied if a student chooses to disobey the rules. Each eligible student will be assigned a bus and is expected to ride only that bus. If a student needs to ride a different bus home, the student must have written note from their parents/guardians. The note must be submitted to the Attendance Clerk upon their arrival at school. Students will receive a special pass signed by administration to present to the bus driver.

Bus drivers cannot allow students to ride the buses without this pass.

There must be a current signed permission slip on file in order for a student to take a taxicab home.

A bike rack is located on the West side of the school building for students who ride bicycles. Please park and secure the bike with a lock in the bike rack. The school does not assume any liability for loss or vandalism to bicycles.

Late Activity Buses

Disciplinary issues on either the regular bus or late activity bus may result in a loss of privileges for riding the late activity bus.

Absence from School

If a student is absent from school, parents/guardians must call the Ja'Von Spiller at 612-4000 by 9:00 A.M. on that day, stating the reason for the absence. A written explanation of the absence signed by the parent must be presented to the Attendance Clerk the first day the student returns to school.

Center Middle School Attendance Procedure

Center Middle School is committed to the success of each student and wants to provide an environment that fosters learning. Regular attendance is a necessary step in reaching this goal and is required by state law to be reported on an hourly basis. For this reason excessive absences may have a negative effect on the academic progression of each student.

School Attendance Requirement

STUDENTS WHO ACCUMULATE 5 ABSENCES OR MORE FROM A CLASS PER QUARTER WILL BE PLACED IN CREDIT WITHHELD STATUS FOR THAT CLASS.

A written notice of warning will be provided to parents/guardians as students approach the limits of this regulation. The notice will be mailed to the student's enrollment address on the 3rd, 4th and 5th absence by the attendance secretary.

Excused Absence

An "excused absence" will provide the student the opportunity to "make-up" class work that is missed. Examples of an excused absence are:

- Illness, injury or medical appointment (documentation must be provided)
- Death in the family
- Family Emergency /Other (must be pre-approved by a building administrator)

Unexcused Absence

Absences that do not meet the criteria above are considered **unexcused**. Unexcused absences can be reviewed by the Attendance Committee on appeal (see Attendance Appeal below). It is the responsibility of the parent/guardian to contact the school attendance office at (816) 612-4000 each day a student is absent. In order for an absence to be considered by the committee, the student must furnish the school with a written explanation from the student's parent/guardian stating the date and the reason for the absence on the next attended school day. The committee will then determine whether the absence will be excused.

ACCORDING TO CENTER BOARD OF EDUCATION POLICY, OUT-OF-SCHOOL SUSPENSION (OSS) IS NOT AN EXCUSED ABSENCE AND MAKE-UP WORK WILL

NOT BE PROVIDED EXCEPT IN THE CASES OF PAPERS, PROJECTS AND MAJOR TESTS.

Make-Up Work

It is the responsibility of the student to contact the teacher of the class that was missed on the day of return. Missed class work will only be granted an extension the length of the absence. If your student will be absent more than two days contact Student Services (612-4026) to request homework. Ex: If a student misses 2 days then the student will have a 2 day extension to submit make-up work.

Credit Withheld / Attendance Appeal

All students accumulating 5 or more **unexcused** absences in a class that they have earned credit for (received a passing grade) will have that credit withheld. Parents/Guardians of students whose credit has been withheld may file an attendance appeal by contacting the attendance secretary at 612-4000. An attendance appeal will result in the restoration of grade earned, the denial of credit or the placement of credit into escrow. Escrow is a probationary state contingent upon the student not having similar attendance issues the following semester. A credit withheld status is reported as an "F" on the final report card when the attendance appeal results in a "denial of credit" or if a parent fails to appeal the credit withheld status by the deadline date.

Deadline Dates for Attendance Appeals

Quarter 1 – November 11th

Quarter 2 – January 20th

Quarter 3 – March 31st

Quarter 4 – By appointment only

Tardy to School and/or Class

All students are responsible for reporting to school on time. Students arriving after 7:30 must sign in at the main office to get an admit slip and then proceed immediately to the current class.

The only excused tardy will be - a late bus issue or a documented Dr. or Dental appointment. Students arriving to class after the designated start time for each regularly scheduled class of the day shall be considered tardy and have each occurrence documented within the main office by the attendance secretary. The attendance secretary will be responsible for keeping track of tardies to school and all classes, subsequent consequences and for the contact of parents regarding same.

The Attendance Secretary will be responsible for enforcement of the procedure outlined below:

1st tardy- Warning given (record of tardy documented in Infinite Campus)

2nd tardy- Parental contact by the secretary (method, date and outcome of contact must be documented on the PLP) and notification of consequences for subsequent tardiness.

3rd tardy- Parental contact by secretary (see above)/assignment of detention to be served with detention supervisor/referral to Student Services Team*

4th tardy-Discipline referral/student meeting with administrator/administrator will contact parent (document on PLP) and assign two detentions after school to be served with the detention supervisor*

5th tardy- Referral to Administrator/administrator will contact parent (document on PLP) and assign In-School Suspension Enforcement of the tardy procedure will be renewed with the start of each **quarter** of the year.

Students who arrive **more than 15 minutes late (7:45)** to school will be assigned an unexcused absence for that class unless a

written excuse (written by an administrator or administrative assistant) is presented. Students who arrive to class more than 15 minutes to class will be considered truant and will be assigned one day of ISS for the first offense.

***Failure to serve detentions on the date(s) assigned will result in the assignment of one day of ISS unless the student/parent has made arrangements prior to the detention with the administrator at their respective grade level.**

Signing Out

Students may not leave school property during the school day or any school activity without permission. To leave school or an activity during the day, permission must be obtained and the student must be signed out in the Main Office by a parent/guardian or an adult on the student's contact list. Anyone checking out a student will be asked to show a picture ID. A parent/guardian must sign out the student prior to leaving the building and sign them in upon return. Leaving school without permission or failure to report to class is a violation of school rules. In order to attend any after-school activity, students must be in attendance the entire day unless they have a signed medical excuse. This excuse must be presented upon return to school

Use of Telephones

Student cell phones are not to be used during the school day. They should be turned off before entering the building. School Staff and Faculty will confiscate all cell phones that are seen or heard during the school day. Parents are then responsible to pick the cell phone up from the main office during regular school hours of 7:00am until 3:00pm. Students may use the counter phone in the office with a signed pass from the teacher or permission from the front office. Students may use the teacher's classroom phone with their permission. Students are not allowed to use their personal cell phone during the school day. This includes use of cell phones in restrooms and locker rooms. Personal phones are to be out of sight and turned off during the school day. **The school is not liable for lost/stolen phones should students choose to bring them to school.** As a safety measure, the use of personal cell phones will be allowed for communication at school sponsored activities held at night or on the weekend. **Students are not to video record anything on school property at any time.**

Visitors

All visitors **MUST** sign in at the main office immediately upon arrival at school. **Parents/guardians are welcome and encouraged to sign in and visit classrooms by scheduling in advance.** Teachers will have materials and seating available for Parents/ Guardians. **We do not permit visitors other than your parents/guardians at school.** Please call in advance to schedule a meeting with the teacher during their planning time or after school if you wish to speak with the teacher.

Personal Property

During instructional hours, electronic games, cell phones, or any other electronic device used for communication, MP-3, I Pods, will be kept out of sight and turned off. Other personal property such as laser pens, rubber band necklaces or belts, squirt guns, stuffed animals, water balloons, and other toys are not permitted in school. Students should not carry large sums of money. We encourage all students to bring only items which have direct relationship to class work or school activities to school. If unnecessary items are brought to school, your teacher will take them and bring them to the office. Confiscated items will not be returned to students. Parents may pick them up from the main

office. Your parent/guardian may contact the office to arrange a time to pick up the item. Only school fund raising projects that have been pre-approved by administration are allowed at school. Students cannot sell candy for profit on school property. **The school is not liable for lost/stolen electronic devices should students choose to bring them to school.**

Physical Education

All 7th and 8th grade students are expected to bring and wear a white t-shirt and may purchase gym shorts. Gym shorts for 7th/8th grade students will be available for \$6.00. **All shorts must meet with the dress code standard of below fingertip length to be worn in P.E.** Students must have tennis shoes with non-marking soles and socks. Students may also wear sweats as dictated by the weather. All gym clothes must be marked with your last name visible to teachers. The 6th grade students will not dress out for P.E. with the exception of tennis shoes. All students are expected to participate in P.E. because class participation directly affects grades. All 7th and 8th grade students will be assigned a P.E. locker. Do not share P.E. lockers. Lockers should be locked at all times; **the school is not responsible for lost or stolen items. If students lose the lock given them for their PE locker they will be charged a \$5 fee.**

Lockers

Every student will be assigned a hall locker. Use only the locker that is assigned and keep it locked at all times. Do not give your combination to others to store items in your locker. The student locker is the property of the school and your teachers or the principals will make periodic inspections. Students are responsible for contents of their locker. If there are any problems with a locker or lock, notify student services promptly so the problem can be corrected. Damage to lockers will be considered vandalism and will result in consequences.

After dismissal from the assigned gym area or when arriving at school, students need to place their hat, coat, backpack, and any electronic communication device in their locker and leave those items there until the end of the school day.

School Dress

Students should dress in a manner that reflects respect for one's self, family, and school. Extremes in dress or personal appearance, which disrupt the learning environment or interfere with the intended function of the school, are unacceptable. School dress as defined by District Policy is, *dress, which reflects favorably upon a positive instructional and learning atmosphere.* **Please note that we cannot foresee fashion trends or possible dress issues. The administrative team has the latitude to decide whether dress is appropriate or not even if the violation is not specifically stated in the list below.** The following standards are guidelines for appropriate dress for school and school functions:

- Clothing depicting drugs, alcohol, tobacco, sex, violence, obscenities, or suggestive language is prohibited
- Clothing that bares the shoulders, back or midriff is not permitted. Shoulders must be covered
- Shirts and blouses must fully cover the waist and pants may not sag below the waist
- Dresses, skirts, and shorts must be below fingertip length to be considered appropriate. Wearing leggings or other items of clothing under dresses, skirts or shorts that do not meet requirements does not solve the problem
- Skirts that have a sheer overlay must have an under layer that meets dress code length
- Leggings, jeggings or stretch pants should not be worn alone
- Sagging is not permitted at CMS

- Glasses or contacts that are not prescription are potentially damaging to student's vision and are not allowed
- Facial piercings are discouraged and lip, nose, eyebrow rings may not be worn to school
- Shoes will be worn at all times. To prevent injury to a student's feet no slippers, slides or flip-flops can be worn.
- Hats, head coverings (such as, but not limited to: doo-rags, shower caps, scarves, hats, caps scarves) or bandannas, hoodies gloves, chains, sunglasses, boxer shorts, pajama bottoms or revealing clothing are inappropriate and not permitted.
- Clothing, insignias or other symbols indicating membership in, affiliation with, or support for any prohibited organization, such as gangs, either on school grounds or at school- sponsored activities is prohibited.
- Coats and backpacks are to be kept in the student's locker during the school day.
- Clothing with holes, rips and/or cutoff pants are not appropriate. **This includes "distressed jeans"**. Any pants deemed too tight will not be allowed.

Infractions of the dress code will result in a consequence according to the board student code of conduct. When, in the judgment of the administration, a student's appearance or mode of dress is deemed inappropriate, the student will be required to make modifications.

Dress Code Procedure

- 1st Offense – Warning
- 2nd Offense – Warning and parent conduct
- 3rd Offense – 1 after school detention
- 4th Offense – Refer to administration / 2 after school detentions
- 5th Offense – Refer to administration / 1 day of ISS

Enforcement of the dress code procedure will be renewed with the start of each quarter of the year.

Health Center 612-4018

The nurse is available in the Health Center for student's needing attention for the "6 B's." These include a **B**umped head, **B**leeding profusely, **B**arfing, **B**reathing difficulty, **B**roken bone (or sprain), or **B**urning up (suspected fever). A student seeking medical attention is to obtain a hall pass from their teacher in order to report to the Health Center. If the nurse is not in the Health Center, students are to report back to class, or if an emergency, report to the office. **Students are not allowed to stop by the Health Center between classes.** If the nurse determines a student is too ill to remain in school, parents/guardians will be contacted. A student that vomits, has diarrhea, or has a temperature of 100.4 degrees or greater must be sent home. They must be fever and/or diarrhea free or have not vomited for at least 24 hours before returning to school. The nurse will do a thorough assessment and if the student is determined unable to participate in routine activities or needs more care than can be provided by school staff, they must be picked up from school. Students **DO NOT** call parents/guardians until they have been assessed by the nurse. Students are not to call parents from cell phones or the classroom. If there are persistent health concerns, information should be documented in student's health record. When a student is injured at school or at home, they must have a release from a physician in order to be re-admitted to school. Students requiring medication administration during school hours must have the school consent form signed by the parent/guardian and the medication in the original container with prescription label. Instructions that include time to be administered, dosage, side effects, and purpose for the medications must be on included on health form. Health forms are available in the Health Center.

Students are **NOT** allowed to keep medications in their possession at school. Please bring all medications, including inhalers/Epi-pens with a parent and physician signature required.

All Students must be in compliance with all state laws regarding immunizations. State law indicates that students may not enroll or attend classes if they have not been immunized against Polio, Diphtheria, Tetanus, Pertussis Measles, Mumps, Rubella, Varicella, Meningitis and the Hepatitis B series or the parent/guardian must have a physician or parent/guardian statement on file to be exempt. Students entering the 8th grade must have a state required tDap booster prior to the 1st day of school to attend.

Library Media Center

The Library Media Center is the core of the educational process at CMS. The CMS school librarian is available to assist students in learning how to use library resources, including the electronic data bases, computerized card catalog, and finding needed materials. The librarian can also suggest good books for reading. A student's cooperation is necessary for efficient operation and the following rules apply:

- Books are checked out for a two-week period.
- Students need their student ID cards in order to check out library books and material.
- The borrower shall pay for materials that are lost, destroyed or extensively damaged. If a student has an unpaid obligation, library privileges will be suspended.
- All Library fees must be paid in order for students to attend school dances, school lock in and some field trips.

Cafeteria Procedures

Hot meals are available for all students. Breakfast prices are: Reduced \$.40 and Full Pay \$1.20. If you intend to eat breakfast, you should report to the cafeteria immediately upon arrival at school. This is necessary so that you have time to eat and you will not be tardy to class. Lunch prices are: Reduced \$.50 and Full Pay \$1.90. Milk price if purchased separately is: \$.60

Students on free and reduced lunch must reapply each year. All applications must be approved, unless pre-certification is provided by the district.

In emergency situations students may charge up to 5 meals. Once a student has charged 5 meals they will be served an alternative meal of a Sun butter and jelly sandwich, fruit or vegetable, and milk until their account is no longer a negative balance. Ala carte items cannot be charged. Students must have the money or a balance on their account to purchase ala carte items. Contact the Food Service Director at (816) 349-3319, if you have questions about the breakfast and lunch programs.

(Cost of meals is subject to change)

The cafeteria rules are as follows:

- Form orderly, single-file lines while waiting to be served. Do not break into line or save places for others.
- Display good dining manners and leave tables in a clean, orderly fashion upon completion of breakfast and lunch. Trays and utensils are to be returned to designated areas and paper picked up and discarded.
- Remain seated at assigned tables during lunch. Students are to raise their hand to ask permission from the cafeteria monitor before getting up from their table.
- No food or drink is to be taken from the cafeteria.
- Obey the directions of the cafeteria supervisors promptly, cheerfully and without argument.
- Students may visit quietly with others seated next to them, but should not shout to students at other tables.

Field Trips

Field trips may be scheduled as class activities. Before attending an educational field trip, students must meet classroom criteria. A permission slip, signed by parents/guardians, must be returned to the teacher. Students representing CMS are expected to display appropriate conduct while on trips and are to promptly obey all instructions from teachers in charge. All district and school rules apply before, during and after the field trip.

Student Insurance

It is recommended that all students have accident insurance. Students participating in interscholastic athletics are required to have basic athletic insurance coverage. Students who do not have personal coverage may purchase insurance through the school district. Each year the Board of Education selects an insurance carrier, which offers low-cost group rates. Participation in this insurance plan is voluntary.

Activities

Many activities are available to students including Student Government Association (SGA), Peer Ambassadors, Yearbook, Newspaper, Drama, Robotics, Engineering Club, Lady Jacket Joggers, Debate KC, Intramurals, and Sports, Respect Club (environmental), Band, Choir, Cheerleading and Special Olympics. Students are encouraged to participate.

The CMS SGA sponsors dances throughout the year. **These events are open only to currently enrolled Center Middle School students, no exceptions.** Dances are after school for 7th and 8th grade students. All 6th grade dances will take place the last hour of the school day. Any student with outstanding library fines or lost classroom textbooks will **not** be able to attend school dances. Rides must pick up students from the school no more than one half hour after the activity has ended. Students not picked up promptly will not be permitted to attend the next school function.

Any student assigned in-school suspension or OSS, cannot participate on that day. Additionally, students must be in attendance all day to participate in the activity.

Athletics

To be eligible for participation in athletics 7th and 8th grade students must meet the following criteria established by the Missouri State High School Activities Association: you must not have failed more than one class the previous quarter and must be a good school and community citizen. The following sports are offered at Center Middle School: cross country, volleyball, football, basketball, soccer, wrestling and track.

Athletic Eligibility Standards

- **Academic:** The Center Middle School Academic Policy will be followed. Every student-athlete will receive a copy of the Academic Policy, and a Student-Athletic Handbook from their head coach.
- **Conduct:** Student-athletes are expected to be good citizens. Behavior that negatively reflects on Center Middle School, our Athletic program, or their team will result in sanctions. Students are responsible for following all written guidelines given to them by their head coach.
- **ISS/OSS:** Students assigned to ISS or OSS will not be eligible to practice or participate in any contest that day.
- **Attendance:** Students must be in attendance at school the entire day they are to participate in an athletic contest. Students not in attendance a full day will not be eligible to participate in the contest. For contests that take place during the weekend students must be in attendance at school on Friday unless a note from a doctor is given. Students are

expected to be at practice. If a student must miss a practice, they must give a written excuse to the head coach stating the reason they were absent with his/her parents/guardians signature. **DETENTIONS ARE NOT CONSIDERED EXCUSED ABSENCES.** If a student-athlete accumulates enough unexcused absences as set forth by the head coach of that particular sport, they may be dismissed from the team.

- We have the distinction of being recognized by the Missouri State High School Activities Association as a **Leadership School**. We are very serious about scholarship, citizenship, leadership and respect being critical components of all our athletic programs.

Intramurals

CMS is pleased to offer after-school intramurals for 6th grade students. Intramurals are offered in the fall and spring after school.

Any student assigned in-school suspension or OSS, cannot participate on that day. Additionally, students must be in attendance the day of the activity to participate.

Progress Reports/Mid-Quarters/Grade Cards

Progress reports are issued on the third and sixth week of each quarter to notify parents/guardians of student progress.

We urge parents/guardians to use the **Parent Portal located on our District website: www.center.k12.mo.us**. You can view your student's grades, progress, lunch balances, and update your demographic information. Student Services can set up your account for the Portal. Mid-quarter reports will be mailed to parents/guardians. This gives students opportunity to improve grades before the end of the Quarter or Semester. All parents/guardians are encouraged to call the teacher if they have any questions concerning the progress report.

Grade cards are issued at the end of each quarter, which consists of nine weeks. Usually, grade cards are distributed one-week after the end of the quarter. In addition to academic achievement, citizenship grades are also noted on the grade card. Reading/Communication Arts grades are tied to student performance on the SRI (reading test).

Honor Roll

It is a pleasure for the school staff to recognize students with outstanding academic achievement. Any student having a 3.7 grade point average or above with no grade being lower than a "C" shall be named to the Principal's Honor Roll. Any student having a 3.0 grade point average or above with no grade being lower than a "C" shall be named to the Honor Roll. In Math an IP is lower than a "C".

National Junior Honor Society

The National Junior Honor Society (NJHS) is an organization that recognizes the academic achievements of middle school scholars. This organization also emphasizes citizenship, service to mankind, and leadership. The Center Middle School Chapter of NJHS is continually striving to be a positive force in our school. Eligibility for the NJHS is based on a first semester grade point average of 3.5 for sixth graders and a cumulative grade point average of 3.5 for seventh and eighth graders. Students must also be in attendance for at least one semester at CMS. Those students interested in joining the NJHS will be given an application for completion. The inductees will be notified of their acceptance in the NJHS and an induction ceremony will be held during second semester.

Retention

Center Middle School will adhere to the Center School District #58 Retention Policy.

- All students in 7th and 8th grade must pass 4 out of 4 core courses and 3 of 4 electives to be eligible for promotion to the next level. In 6th grade, Reading is also a core course and all 6th grade students must pass 5 out of 5 core courses and 2 of 4 electives to be eligible for promotion to the next level. Core Courses are: Communication Arts, Mathematics, Science, Social Studies and Reading (for 6th grade students).

Full copies of the Retention Policy are available in the main office or on the District Website: www.center.k12.mo.us.

High School Course Credit

Students earn High School Credit for Algebra, Spanish and Geometry. In order to earn High School Credit, these courses must be passed with a minimum mark of a C (70%) grade. Students who do not earn a mark of C (70%) or above will not receive credit for the course. Algebra and Geometry students must pass a predetermined number of benchmarks by the end of the year and take the End of Course (EOC) Exam.

Eighth Grade Recognition

Students must have completed all 8th grade coursework in order to participate in the recognition. If your student has failed to meet one or more of the requirements listed below they will not take part in the 8th grade recognition ceremony in May 2017.

- Students who are required to attend summer school do not take part in recognition.
- Students who have an IP in math at the end of the year and/or students who did not take part in the EOC (End of Course testing) do not take part in the recognition.
- Students who are suspended during the month of May do not take part in the recognition.
- Students who have more than one day of ISS during the month of May do not take part in the recognition.

Students may still go on to Center High School as freshmen during the 2017-2018 school year if they successfully complete all coursework during summer school. However, students who fail any core class for the entire year or more than three core classes for one semester will be retained in their current grade level.

School Cancellations

When severe weather conditions cause the cancellation or delay of school, this information will be broadcast on the local radio and television stations. The District will call student's home phone on file to notify parents of the cancellation of school. **It is therefore critical that we have current working home phone numbers on file.**

Lost and Found

Students are responsible for their personal property, students need to use only the locker assigned and keep it locked at all times. Any student who finds an item that does not belong to them should turn the item in to the main office immediately. This includes items that are lost or stolen on the bus or bus stop. Lost articles may be claimed in the office before or after school or

between classes. **CMS is not responsible for lost or stolen property.**

Textbooks

Textbooks are furnished to students at the beginning of each year and are to be returned to teachers at the end of the year with only reasonable wear. When students receive a book they are to inspect it carefully and notify their teacher promptly of any damage from previous use. If a textbook is damaged or lost, the student will be assessed a fine or charged the replacement cost of the book. Textbooks are very expensive to replace, please treat your book inspect it carefully and notify their teacher promptly of any damage from previous use. If a textbook is damaged or lost, the student will be assessed a fine or charged the replacement cost of the book. Textbooks are very expensive to replace, please treat your book with care. **Students with missing textbooks will not attend school dances.**

Chromebooks

Chromebooks are the property of the Center School District. Students are loaned a Chromebook to utilize as an educational tool for the three years they are a Center Middle School student. Students are to take care of the Chromebook, following all guidelines in the written agreement both students and parent/guardians sign. Chromebooks should be handled with care. Students and their parents/guardians assume responsibility for any damage to a Chromebook. **The cost of replacement for a Chromebook is \$265.00**

Student Planner

The planner can be a tool to help you organize yourself, your assignments, and help make your parents aware of homework/assignments if you will use it on a daily basis. Teachers and/or administrators may ask to see your planner periodically to confirm that you are using it to your advantage. Hall passes and tips for studying are also included in your planner. We have provided the planner to you for a reduced cost of \$5.00. If you lose your planner, a replacement will cost \$5.00. (Students may also purchase a flash drive for \$5.00.)

ID Badges

Each student will be given an ID badge at the beginning of the year. Replacement badges can be purchased on Friday's during lunch in the LGIA for \$1.00.

Students are required have their ID badge on their person in order to check out books from the library. Students are required to show their school ID before admission to all District events. Students must be accompanied by their parent/guardian in order to attend District functions.

Emergency Drills

Periodic drills for fire, tornado, intruders, evacuations and other emergencies will be held. Fire and tornado procedures are posted in each classroom. Students should follow the expectations of the classroom teachers.

Title IX Policy

Center School District #58 does not discriminate on the basis of sex, race, creed, color or national origin in the recruitment, selection, treatment, and promotion of employees; in educational program or activities; and in the treatment, counseling, and placement of students. Mrs. Beth Heide, Human Resource Director, Center District Office, 8701 Holmes Road, K. C., MO 64131, 816-349-3300, has been designated as compliance officer for Title IX. Any complaints alleging non-compliance with the policy should be communicated to Mrs. Heide.

Harassment/Sexual Harassment

Center School District #58 is committed to providing an educational and work environment that is safe and free from intimidating, hostile or offensive behavior, unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct or communications constituting sexual harassment. Sexual harassment by an employee, student or other person in the district should immediately be reported to a building principal or counselor.

Reporting Child Abuse

State law requires that any school employee who knows or has reasonable cause to suspect that a child has been subjected to abuse or neglect, or observes the child being subjected to conditions which would reasonably result in abuse or neglect, must immediately report or cause a report to be made to the Missouri Division of Family Services.

Change of Address

Please notify Student Services (816-612-4026) as soon as possible in the event of change of address or phone number for your home or parents/guardians' place of work. If you have a change of address you must provide proof of residency for that address. This keeps the information current on our address mailings and is also important so parents/guardians may be contacted in the event of an emergency. **It is imperative that we can reach all parents during the school day in case of an emergency. We encourage parents to provide an email address as a means of communication.**

Residency

Students enrolled in the Center School District must demonstrate residency at the time of enrollment. By state law and School Board Policy JEA, residency means that a person both physically resides within a school district and is domiciled within that district. The domicile of a minor child shall be the domicile of a parent, military guardian pursuant to a military-issued guardianship or court-appointed legal guardian. At any time the school feels the student may have moved from the boundaries of the district, additional checks may be made and current residency verification required. A definition of residency may be obtained

from the school office. In extreme cases, a residency waiver may be given that stands in place of regular residency requirements. Waivers are obtained through the Human Resource Office located at 8701 Holmes (816-349-3306).

CMS Parent-Teacher Association

Membership in the Center Middle School Parent-Teacher Association (PTA) is open to all parents/guardians, teachers and staff members. Dues are \$6.00 per person. Activities of the CMS PTA include sponsoring and chaperoning school activities, providing refreshments, scheduling cultural assemblies, publishing the student roster, providing student aid, supporting school field trips and operating the school bookstore.

The CMS "Buzz 2" is usually open during the lunch hours when volunteers are available. A student may purchase a wide variety of items, including pens, notebook paper, and healthy snacks. Prices are competitive with local businesses. The profits from the bookstore are used to support PTA activities. Parents/guardians volunteers run our bookstore so please thank them for providing this service for our students.

Medicaid School Based Health Services Program

As a result of your child's Individualized Education Plan (IEP), Center School District will provide your child's needed direct school-based therapy service(s), i.e., speech/language, occupational and/or physical therapy. Federal funds under Medicaid are available to the district to help cover the rising cost of providing these services. If your child is or becomes Medicaid or MC+ identified, the Center School District will follow federal and state Medicaid regulations to claim entitled reimbursement for the direct school-based therapy services provided to your child. Regulations include review and consideration of your child's Individual Education Plan (IEP) and possibly other pertinent records, i.e., evaluations and physicals, by a physician retained by the district to determine medically necessary as defined by Division of Social Services/Department of Medical Services. If the physician reviews your child's records, that review will be performed without charge to you. If you have questions of concerns, please contact the Director of Special Services, at 816-349-33

The Center #58 School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the boy scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Dr. Mark Frost / Dr. Vida Santone

Human Resources

8701 Holmes Rd

Kansas City, MO 64131-2899

(816) 349-3300

mfrost@center.k12.mo.us / vsantone@center.k12.mo.us

Center Middle School Staff E-Mail Addresses	
Linda Williams lwilliams@center.k12.mo.us	
Rusty Boyle, Assistant Principal rboyle@center.k12.mo.us	Kevin Kozup, Assistant Principal kkozup@center.k12.mo.us
<p>6th Grade Blue Team Christine Gilliam (CA) – cgilliam@center.k12.mo.us Kim Hanson (MA) – khanson@center.k12.mo.us Chris Kohm (SS) – ckohm@center.k12.mo.us Bonnie Stafford (SC) – bstafford@center.k12.mo.us</p> <p>6th Grade Gold Team Cris Cobb (CA) – ccobb@center.k12.mo.us Bret Eubank (MA) – beubank@center.k12.mo.us Deanna Maddox (SS) – dmaddox@center.k12.mo.us Katie Ramel (SC) – kramel@center.k12.mo.us</p> <p>6th Grade Exploration Steven Mattson – smattson@center.k12.mo.us Micah Fritz – mfritz@center.k12.mo.us Laura Harris – lharris@center.k12.mo.us Vincent Rubino – vrubino@center.k12.mo.us</p> <p>7th Grade Blue Team Benjamin Ellis (SC) – bellis@center.k12.mo.us Susan Korth (CA) – skorth@center.k12.mo.us Jessica Steffes (SS) – jsteffes@center.k12.mo.us Emily Stoverink (MA) – estoverink@center.k12.mo.us</p> <p>7th Grade Gold Team Bill Freeman (CA) – bfreeman@center.k12.mo.us Erica Higgins (MA) – ehiggins@center.k12.mo.us Benton Holmes (SC) – bholmes@center.k12.mo.us William Langholz (SS) – wlangholz@center.k12.mo.us</p> <p>7th Grade Electives Steven Mattson – smattson@center.k12.mo.us Loren Bridge – lbridge@center.k12.mo.us Laura Harris – lharris@center.k12.mo.us Tyler Osborn – tosborn@center.k12.mo.us Jennifer Short – jshort@center.k12.mo.us Zack Eubank – zeubank@center.k12.mo.us Shannan Pannell – spannell@center.k12.mo.us</p> <p>8th Grade Blue Team Andrea Chavis (CA) – achavis@center.k12.mo.us Cornelius Mitchell (MA) – cmitchell@center.k12.mo.us Nick Scheuerman (SS) – nscheuerman@center.k12.mo.us Joanne Davenport (FL) – jdavenport@center.k12.mo.us</p> <p>8th Grade Gold Team Bill Freeman (CA) – bfreeman@center.k12.mo.us Erica Higgins (MA) – ehiggins@center.k12.mo.us Benton Holmes (SC) – bholmes@center.k12.mo.us William Langholz (SS) – wlangholz@center.k12.mo.us Catherine Jackson (FL) – cjackson@center.k12.mo.us</p>	<p>8th Grade Electives Loren Bridge – lbridge@center.k12.mo.us Tyler Osborn – tosborn@center.k12.mo.us Jennifer Short – jshort@center.k12.mo.us Zack Eubank – zeubank@center.k12.mo.us Shannan Pannell – spannell@center.k12.mo.us</p> <p>6th-7th-8th Grade Resource Teachers Angela Chambers – achambers@center.k12.mo.us Megan Couch – mcouch@center.k12.mo.us Julia Dunn – jdunn@center.k12.mo.us Sage Kelly – skelly@center.k12.mo.us Paul Klipowicz – pkilpowicz@center.k12.mo.us Sue Melena – smelena@center.k12.mo.us Rebecca Staton – rsmoke@center.k12.mo.us Shawn Sotheran – ssotheran@center.k12.mo.us</p> <p>Gateway To Technology (GTT) Jesse Harbison – jharbison@center.k12.mo.us</p> <p>Maker's Space Micah Fritz – mfritz@center.k12.mo.us</p> <p>Reading Amy Jenkins – ajenkins@center.k12.mo.us</p> <p>Reading Specialist Mauranda Douglas – mdouglas@center.k12.mo.us</p> <p>Gifted Benjamin Sheldon – bsheldon@center.k12.mo.us</p> <p>English Language Learning Linda Innes – linnes@center.k12.mo.us</p> <p>Recovery Room / In School Suspension Tracy Bentley – tbentley@center.k12.mo.us</p> <p>Student Services Kathleen Eaton – keaton@center.k12.mo.us Susie Frost – sfrost@center.k12.mo.us Keisha Hatcher – khatcher@center.k12.mo.us Jennifer Thurn – jthurn@center.k12.mo.us</p> <p>Health Center Tyler Follis – tfollis@center.k12.mo.us</p> <p>Attendance Ja'Von Spiller – jspiller@center.k12.mo.us</p>

Center Middle School Math Benchmarks Goal Setting

Quarter 1	Quarter 2	Quarter 3	Quarter 4



Set a new TARGET for each quarter!

	Total Score	Actual Score	Goal Met Yes or No	Plans for Improvement
Quarter 1				
Quarter 2				
Quarter 3				
Quarter 4				

BELL SCHEDULES

DAILY SCHEDULE

Enrichment / Reading	7:30 - 8:25
Block 1/5	8:29 - 9:44
Block 2/6	9:48 - 11:03
Block 3/7	11:07 - 1:02
Block 4/8	1:06 - 2:20
PM Homeroom	2:24 - 2:30

<u>EARLY DISMISSAL</u>	<u>PEP ASSEMBLY</u>
Enrich/Reading 7:30 - 7:36	Enrich/Reading 7:30 - 8:00
Block 1/5 7:40 - 8:20	Block 1/5 8:04 - 9:10
Block 2/6 8:24 - 9:04	Block 2/6 9:14 - 10:18
Block 4/8 9:08 - 9:48	Block 3/7 10:22 - 12:22
Block 3/7 9:52 - 11:50	Block 4/8 12:26 - 1:31
PM Homeroom 11:54 - 12:00	Pep Assembly 1:35 - 2:16
	PM Homeroom 2:20 - 2:30



Set a MAP Goal!

Subject	Last Years Scores	Goal for This year!



CENTER SCHOOL DISTRICT #58 2016-2017 SCHOOL CALENDAR

Adopted by the
Board of Education
February 22, 2016

AUGUST					SEPTEMBER					OCTOBER					NOVEMBER				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
1	2	3	4	5				1	2	3	4	5	6	7		1	2	3	4
8*	9*	10*	11*	12*	5	6	7	8	9	10	11	12	13	14*	7	8*	9	10	11
15*	16*	(17)	18	19	12	13	14	15	16	17	18	19	20	21	14	15	16	17	18
22	23	24	25	26	19	20	21	22	23	24	25	26	27	28	21	22	23	24	25
29	30	31			26	27	28	29	30	31					28	29	30		

DECEMBER					JANUARY					FEBRUARY					MARCH				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
			1	2	2	3*	4	5	6			1	2	3			1	2	3*
5	6	7	8	9	9	10	11	12	13	6	7	8	9	10	6	7	8	9	10
12	13	14	15	16	16	17	18	19	20	13	14	15	16	17	13	14	15	16	17
19	20	21	22	23	23	24	25	26	27	20	21*	22	23	24	20	21	22	23	24
26	27	28	29	30	30	31				27	28				27	28	29	30	31

APRIL					MAY					JUNE					JULY				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
3	4	5	6	7	1	2	3	4	5				1	2	3	4	5	6	7
10	11	12	13	14	8	9	10	11	12	5	6	7	8	9	10	11	12	13	14
17	18	19	20	21	15	16	17	18	19	12	13	14	15	16	17	18	19	20	21
24	25	26	27	28	22	(23)	24	25	26	19	20	21	22	23	24	25	26	27	28
					29	30	31			26	27	28	29	30	31				

- End of Quarter/Semester
 - Days School Not in Session
 - () Beginning and Ending Dates
 - ◻ Early Dismissal - No School Early Childhood
 - Possible Snow Make-Up Days
 - * Teacher Workdays/ Professional Development Teacher Collobration
- EARLY CHILDHOOD WILL NOT BE IN SESSION ON WEDNESDAYS THROUGHOUT THE YEAR**

July	Residency Clinics/Enrollment
Aug 8,9.....	New Teacher Orientation
Aug 10.....	First day for all teachers/District breakfast
Aug 10-16	All Staff Professional Development
Aug 17.....	First Day of School - K-5 Early Dismissal - 6-9th Full Day
Aug 18.....	10-12 - First day of School
Aug 22.....	Early Childhood - First Day of School
Sept 5.....	NO SCHOOL - Labor Day
Oct 27-28.....	NO SCHOOL
Nov 8.....	NO SCHOOL/Teacher Work Day
Nov 23-25.....	Thanksgiving Break
Dec 21.....	End of 1st Semester
Dec 22-Jan 3.....	Winter Break
Jan 3.....	NO SCHOOL-Teacher Work Day/Flex Day
Jan 16.....	NO SCHOOL-Martin Luther King, Jr. Birthday
Feb 20.....	NO SCHOOL-President's Day
Feb 21.....	NO SCHOOL-Professional Development Day
Mar 13-17.....	Spring Break
April 14.....	NO SCHOOL
May 23.....	Last Day of School for Student
May 24-30.....	Possible snow makeup days
May 29.....	Memorial Day

Early Dismissal Days	
Aug 17	Jan 11
Sept 14	Feb 1
Sept 28	Mar 1
Oct 12	May 19
Nov 2	
Dec. 7, 21	

Early Dismissal Times	
K-5	1:15
MS	12:00
HS	12:35
CAS MS	11:30
CAS HS	12:35

Total Teaching Days	
K-8	= 175
9	= 175
10-12	= 174
185 Contract Working Days For Teachers	
June 2-Workday for Summer school staff	
June 5-29 Summer School	

Fall and Spring Parent Conferences for ALL SCHOOLS will be scheduled by each school

Days missed for inclement weather must be made up.