

Nelson Avenue Middle School "Home of the Tigers" Parent and Student Handbook 2017-2018



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NAMS Mission Statement

The Mission of Nelson Avenue Middle School is to engage students in a meaningful education that reflects a safe and caring environment, whereby all students are given opportunities to reach their full potential.

STUDENT BEHAVIOR AND DISCIPLINE

NELSON AVENUE MIDDLE SCHOOL'S COMMUNITY IS GUIDED BY THREE EXPECTATIONS:

BE SAFE

BE RESPONSIBLE

BE RESPECTFUL

As a student, you are expected to learn and live by the following rules. The rules in this handbook are designed to protect you and your rights, as well as the rights of all others.

CAMPUS SUPERVISION

Students are *not* to arrive on campus prior to 7:30 in the morning. Students who need to arrive on campus before 7:30 AM must report to the library or cafeteria. In the afternoon, students, unless participating in a supervised activity, must be off campus no later than 10 minutes after dismissal unless they are in a supervised program or activity.

CLOSED CAMPUS

The California Education Code states that all middle schools are closed campuses. Once you arrive at school you are not allowed to leave campus without permission. As indicated above, unless involved in a school program, students are not to arrive on campus **<u>before 7:30 a.m.</u>** Parents and guardians who wish to pick up their child prior to the end of the day are to pick up students from the Student Center and sign them out. Students will only be released to an adult that is listed on the Emergency Card. Adults should be prepared to provide photo ID to school personnel.

CAMERA SURVEILLANCE ON SCHOOL PROPERTY

For the safety of our students, staff and visitors, the Thermalito Union Elementary School District employs camera surveillance equipment for security purposes. This equipment may or may not be monitored at any time. Surveillance cameras will generally be utilized only in public areas where there is no "reasonable expectation of privacy." Public areas may include building entrances, hallways, parking lots, front offices where students/employees/parents come and go, gymnasiums during public activities, cafeterias, and supply rooms. However, it is not possible for surveillance cameras to cover all public areas of District buildings or all District activities. District surveillance cameras will not be installed in "private" areas such as restrooms, locker rooms, changing areas, private offices (unless consent by the office owner is given), or classrooms.

BULLYING AND HARASSMENT

We do not tolerate bullying at Nelson Avenue Middle School. If a student is caught bullying, his/her parents will be notified. Nelson Avenue students are asked to treat their fellow students with the respect and care they deserve. Nelson Avenue is committed to taking action to make our school safe for all. <u>Parents are responsible for the behavior of their children.</u> Government publications with information on Bullying, Cyberbullying, Sexting and on-line safety related to social networking sites are available in the Student Center for families. These publications are free of charge. Any time you feel that you are being mistreated, deliberately made to feel uncomfortable, or singled out repeatedly for unwanted attention of any kind by another student or adult, you are being harassed. Please tell a teacher, the counselor or an administrator when this occurs. Every type of harassment is taken seriously by the administration and will be dealt with quickly and fairly.

Nelson Avenue has a Bully Hotline where messages and information can be left. This hotline is confidential and is available 24 hours a day. The Bully Hotline number is 533-4669. Although students are always encouraged to immediately report any bullying or harassment to an adult on campus, there is also a Bully Box located in the Student Center where students can leave anonymous messages.

SEXUAL HARASSMENT

Sexual harassment can be defined as any unwelcome sexual advances, requests for sexual favors and other physical or verbal conduct of a sexual nature that has the purpose or effect of unreasonable interference with an individual's educational or work performance, or which creates an intimidating, hostile or offending educational environment. Sexual harassment examples include, but are not limited to, the following:

- Making unwelcome written, verbal, physical and/or visual contact with sexual overtones.
- Making reprisals, threats of reprisal, or implied threats or reprisal following a rebuff of harassing behavior.
- Retaliation for having reported or threatened to report sexual harassment.
- Continued expressions of sexual interest after being informed that the interest is unwelcome.
- Engaging in explicit or implicit coercive sexual behavior within the educational environment which is used to control, influence, or affect the educational opportunities, grades and/or learning environment of a student.
- A pattern of conduct that would cause discomfort and/or humiliation to a reasonable person at whom the conduct was ٠ directed.

Sexual harassment is a violation of the law, and students are subject to disciplinary sanctions for this behavior. Complaints are filed with the school administration. Threats to witnesses or to the victims of harassment, in an attempt to prevent them from reporting the problem or retaliation against for the one making such a report is grounds for expulsion under California Education Code 48900.

ADDITIONAL DEFINITIONS FOR BULLYING AND HARASSMENT

- Harassment or bullying on the basis of sex includes sexual harassment or bullying and gender-based harassment or bullying. Sexual harassment or bullying is unwelcome conduct of a sexual nature, such as unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Gender-based harassment or bullying is nonsexual intimidation or abusive behavior toward a student based on the student's actual or perceived sex, including harassment based on gender identity, gender expression, and nonconformity with gender stereotypes. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful or humiliating. The conduct can be carried out by school employees, other students, and non-employee third parties. Both male and female students can be victims of harassment or bullying on the basis of sex, and the harasser or bully and the victim can be of the same sex. Bullying on the basis of sex constitutes sexual harassment.
- Harassment or bullying on the basis of race, color, or national origin refers to intimidation or abusive behavior toward a student based on actual or perceived race, color or national origin. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful or humiliating. The conduct can be carried out by school employees, other students, and non-employee third parties. Bullying on the basis of race, color, or national origin constitutes racial harassment.
- Harassment or bullying on the basis of disability refers to intimidation or abusive behavior toward a student based on actual or perceived disability. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful or humiliating. The conduct can be carried out by school employees, other students, and non-employee third parties. Bullying on the basis of disability constitutes disability harassment.

REPORT CARDS and PROGRESS REPORTS

Report cards are mailed home to families at the end of each trimester. Trimester dates for 2017-2018 school year as indicated on the TUESD Student Calendar conclude on November 9, 2017, March 9, 2018 and June 7, 2018. In addition to the three trimester report cards, progress reports are sent home with students four and eight weeks into each trimester. Progress reports serve as a means of information. If necessary, you can use this information as an opportunity to re-direct your child and increase his/her success at school. We are trying to ensure students' success, and we are committed to keeping families apprised at regular intervals throughout the academic year. Remember, you can receive up-to-date information on your child's grades, discipline and attendance by logging on to Parent Portal.

GRADING POLICY

All teachers at Nelson Avenue Middle School use the same grading scale for students. It is as follows: 100-90%

89-80%	В
79-70%	С
69-60%	D
59 -0%	F

PROMOTION/GRADUATION

Nelson Avenue Middle School operates on a trimester system. All students are enrolled in 6 periods for the duration of the school year. Each single class period passed with a grade of A, B, C or D will earn one credit that trimester. Over the course of the three trimesters, students have the opportunity to earn a total of 18 credits. If a student has earned 15 out of the 18 possible credits, they are then eligible for participating in the Promotion/Graduation ceremony and all of the accompanying activities. Students who are suspended any time after Spring Break <u>may</u> lose the privilege of participating in any, or all of the end-of-year school activities. At this time, the promotion ceremony is scheduled for Wednesday, June 6, 2018, at 7:00 PM at the Nelson Baseball Complex.

HOMEWORK

Teachers provide students and parents with a syllabus at the beginning of the school year. Each teacher's expectations and course requirements are included in his/her syllabus. Since many activities require special materials and teacher-student interaction, there are some assignments that cannot easily be made up. This is why it is important for students to <u>attend school regularly</u>. Parents choosing to take their student(s) out of school for family vacations or other non-excusable (per California Education Code) reasons should realize that they may be lowering their child's grade and interfering with their academic progress. For your convenience, please use the Parent/Student Portal to access teacher e-mail addresses, phone numbers, classroom assignments and other information from your home computer.

MAKE-UP WORK

When students are absent, they will be expected to make up work missed. The amount of time to make up work is equal to the amount of time absent. Example: If a student is absent for 2 days, he/she has 2 days to make up the work before it is due. If a student or parent would like to request that homework be sent to the office for pick-up, this request must be in place the school day prior to when it's expected to be picked up. (**NOTE:** Parent/Student Portal can be accessed at any time to find and print classroom assignments.) For Unexcused absences, with parental knowledge and prior school administration approval, shall be accorded make-up privileges. Please see information on the Parent Portal below for accessing school work from your home computer. Suspended students' make-up work shall be given at the discretion of the teacher.

PARENT PORTAL

Parents and guardians are able to access the computer system at Nelson Avenue Middle School and gather information on their child in three particular areas: Homework, Grades and Attendance. All families are strongly encouraged to use this resource for up-to-date information from teachers. The computer system, Aeries, is accessed via a verification code that parents can obtain by calling the Administrative Secretary at 538-2940, extension 200.

P.E. UNIFORMS

Wearing athletic clothing during physical education class is mandatory. The P.E. uniform consists of red shorts and a white shirt. The Nelson Avenue Middle School P.E. t-shirt and shorts can be purchased for \$20.00 at any time from one of the P.E. instructors, or you may wear your own red athletic shorts and white t-shirt.

DRESS CODE

Our guiding principle when it comes to student attire is "**Dress for Success!**" The students at Nelson Avenue Middle School are expected to wear appropriate attire during the school day and at all school-sponsored activities. The primary purpose of the dress code is to prevent distraction and disruption of school activities. Because our purpose is to help students learn and achieve, we insist on a standard of dress that helps (and does not distract) from that purpose. Students violating the Dress Code will be directed to change into "loaner" clothes. Administrators will make the final determination based on the following rules and will keep them enforced on campus at all times.

- Tops must be appropriately modest and may not reveal cleavage or the midriff (the stomach). Tops with spaghetti straps or thin straps are prohibited. Lace overlay tops, open backs, and cut-outs are not allowed.
- All clothing that is transparent or exposes any part of the abdomen or cleavage when carrying on daily
 routines such as raising one's hands or bending over is regarded as inappropriate.
- Shorts and skirts must be the length of fingertips when the arms fall naturally to the side.

- Torn or shredded-style jeans are acceptable as long as leggings are worn underneath in order to meet the "fingertip rule" and cover the upper thigh.
- Pants may not sag or be excessively baggy (more than one size too big). The waist band must be worn no lower than the hips.
- Hats must be worn appropriately. No hats or hoods are permitted inside any school building as a matter of respect and for our standard of dress. Bandanas and hairnets are not allowed on campus.
- Clothing may not be offensive to good morals or good taste. Suggestive, vulgar or obscene words, offensive caricatures, advertising of questionable products, alcohol, drugs or tobacco products, anti-social, anti-religious, inflammatory or militancy inducing symbols, emblems, or depictions of any kind and ANY visible article(s) of clothing are prohibited.
- Gang-related apparel is considered hazardous to the health and safety of the school environment and shall be prohibited at all times. Wearing of the same color of clothing virtually every day and association with a group of students who wear similar clothing is also prohibited.
- Any accessory, such as thick chains, hanging chains/straps, safety pins, dog collars, items with spikes, or those that are potentially dangerous or have inappropriate uses are prohibited.
- Any hairstyle, clothing, jewelry or make-up that distracts from learning is inappropriate. Large hoop style earrings are a safety concern.
- Body piercing (eyebrows, nose, and lips) is regarded as a safety concern during PE. Anyone with body piercings in these areas will be asked to either remove the piercing during the PE period, or cover it with a bandage during the PE period.
- Pajamas are not permitted as school attire except on "Pajama Day."
- Shoes must be worn at all times. (Athletic shoes must be worn during PE class.)
- The bottom line: If it's questionable, don't wear it!

TOBACCO, NICOTINE AND VAPOR EMITTING DEVICES

In the interest of public health the Thermalito Union Elementary School District prohibits the use of products containing tobacco or nicotine, including, but not limited to, smokeless tobacco, snuff, chew, and clove cigarettes, on district-owned or leased property, and in district vehicles at all times. This prohibition also applies to electronic nicotine delivery systems, such as electronics cigarettes, electronics hookahs, and other vapor emitting devices, with or without nicotine content, that mimic the use of tobacco products any time. This policy applies to all students, staff, visitors, and civic use permit holders. However, this section does not prohibit the use of possession of prescription products, or other FDA-approved cessation aids such as nicotine gum. Students use or possession of such products must conform to laws governing student use and possession of medications on school property.

CAFFEINATED DRINKS

The general rule regarding any caffeinated drinks on campus (e.g., soda, tea, coffee) is that if you cannot buy the item at school, you cannot bring it to school. Students not following this rule will be asked to disposed of have the drink.

<u>GUM</u>

Gum is never allowed on campus and will result in detention. Repeated infractions will result in administrative consequences.

SHARPIE PENS/PERMANENT MARKERS

No permanent markers are allowed on campus or in student backpacks. Any student carrying such a marker will have it confiscated.

CAFETERIA EXPECTATIONS

Be safe, respectful and responsible by:

- Entering the cafeteria, in a single-file line between the blue lines leading to the cafeteria doors.
- Using "inside voices."
- Placing all trash/uneaten food in the trash receptacles.
- Keeping food in your mouth or on the tray and off of the floor.
- Sharing food that is not packaged is strongly discouraged for health reasons.
- Please NOTE: Students may enjoy lunch outside during the school year. However, if trash pick-up becomes a concern, this privilege may be revoked.

TEACHER CLASSROOM CONSEQUENCES

In addition to the school-wide rules and expectations, students are expected to follow the rules set forth by their teachers. Failure to follow the classroom rules may result in one of the following: a small referral which counts as one of the teachers

six classroom steps, teacher/student conference, parent contact/conference, teacher-supervised detention, or referral to an administrator.

All teachers have the right, under California Education Code, to assign detention. Students may be assigned teacher detention for inappropriate behavior/mild defiance as determined by the teacher. Students may be assigned up to one hour of detention on any given school day (Calif. Admin. Code Title 5, Sec. 353). As a courtesy to parents, 24-hour notice should be given to families if a teacher assigned detention is to be held after school hours. Teachers handle these detentions on their own schedule and may differ from one teacher to another. These teacher-assigned detentions might take place during the school day during lunchtime or after school. Students will always be given the opportunity to eat lunch. Refusal to serve teacher-assigned detention is considered defiance of valid school authority, under Ed. Code 48900 (k), and may result in administrative consequences.

SUBSTITUTE TEACHERS

Occasionally, it is necessary for a guest teacher to serve for a member of the staff. The substitute teacher is a guest of our school, and will be treated accordingly. The administration will regard any referral from a guest teacher as defiance. Administrative consequences will apply.

ADMINISTRATIVE CONSEQUENCES

When a student is sent to the office for misbehavior, the Assistant Principal, with respect to student rights, will choose the most appropriate consequence. Based upon Education Code 48900, the administration has the authority to suspend from school any student guilty of gross misconduct or repeated defiance of school staff and/or rules. Prior to suspension, the student will have the opportunity to state his/her views on the matter to the administration. Administrative Consequences for any student may include any, or all, of the following and are documented in the student's school file, and on the student's 9-Step Discipline Plan:

- Parent contact or conference with an administrator
- Detention (lunchtime or after school)
- Community service
- Saturday school
- Placement in Alternative Setting (PASS Class)
- In-school suspension
- Loss of extra-curricular activities (dances, sports, field trips, etc.)
- Recommendation for expulsion
- Referral to law enforcement

RULES OF CONDUCT

Nelson Avenue Middle School strives to ensure a safe school at all times. In order to assist us in this we have implemented the following rules as safety supports so that all students are provided a safe learning environment. It is important to realize that we do not want any behavior or clothing that will take away or distract others while attending school. We strongly believe in the power of a positive learning environment and will expect students to follow these standards. Use of common sense and good judgment will allow all children to do well at Nelson.

Three fundamental premises are the foundation of this discipline plan:

- Students, parents and school staff understand the school's behavioral standards.
- All school staff individually and collectively enforce the 9-Step Discipline Plan.
- This system relates to both inside and outside the classroom.

Our goal is to establish positive character and citizenship in our students. It has been proven that schools with strong standards in the areas of academics, dress code and regular attendance enjoy student success more than schools not emphasizing these standards. As we partner with families to form a team, we can together help our students succeed! Students who exhibit the following positive behaviors will be acknowledged: Respect, Responsibility, Honesty, Cooperation, Patience, Tolerance, Friendship, Integrity, Caring and much more. Students who practice these characteristics will find that they are not in detention and will have all the privileges they are entitled to.

DANCES

Typically, three after-school dances are planned each school year. The times will vary depending on availability of staff and will last no longer than two hours. All students, grades six to eight, will be eligible to attend. All school rules apply at the dance. If you are dressed inappropriately, you will be sent home. Students who have overdue library books, or students who have not cleared and/or paid for fines assessed for lost or damaged items will not be permitted to attend the dance. Suggestive dancing or inappropriate behavior is not permitted. Students will be warned once and then sent home and will lose the privilege of attending the next dance. Students who are absent the day of the dance may not attend. Students who have recently been suspended, who have a history of multiple fights, or other dangerous behaviors, will not be permitted to attend dances. Parents are encouraged to sign up as chaperones.

COUNSELING SERVICES

If you would like an appointment to see Ms. Konig, please come by the office and sign-up in the binder for a private appointment. If it is urgent, you will need a classroom pass to come see her. Ms. Konig is available without an appointment during lunch and after school.

ATTENDANCE

Regular attendance is the necessary first step in earning an education. Parents should contact the office at 538-2900 ext. 200 or ext. 201 on the first date of any absence. Otherwise, students must bring a note from home explaining the reason for their absence the first day they return to school.

TARDIES

If you are tardy to school, you must get a tardy pass from the school office before attending class. Students arriving late to school may be assigned detention.

TRUANCY

State law requires all students to be in school daily. Examples of a valid excuse include illness, medical appointments, quarantine or attending the funeral service for a member of the student's immediate family. Any student with three unexcused absences or three truant tardies (30 minutes or more late) is considered a truant. A truancy notice will be sent home for any type of absence as it is important that a child be in school. A letter will be sent if the student exceeds three days of absence. This may include missing three periods on three different days as well and does include tardiness as per state law. A parent would receive the third and final notice if his/her child continues to be truant. At this time, both the parent and the student will be referred to the district's Student Attendance Review Board (SARB) and, possibly, Truancy Court. Common <u>unexcused</u> absences are: overslept, missed the bus, lost shoes, no clean clothes, car won't start, babysitting, vacation or family errand. A parent conference will be scheduled to discuss excessive unexcused absences. Students and parents referred to SARB during the time at Nelson Avenue will have the records transferred to the high school they attend and those papers can serve as evidence in further hearings. Although it seems obvious, there is research which clearly demonstrates that students who attend school regularly do better and are more likely to read at or above grade level than students who are often absent.

HALL PASSES

In order to be out of class during a class period, or to enter the office, students MUST have a "Tiger Pass."

NINE-STEP DISCIPLINE PLAN PROCEDURES

Overview: The Nine-Step Discipline Plan is a progressive application of consequences. The focus of the nine-step plan is to establish and maintain a safe and secure learning environment with minimal disruption for the benefit of both students and staff. With clear boundaries, students will know where they stand and will be more motivated to exercise self-control. Major violations of acceptable school behavior are referred to administration, and the following steps and consequences are implemented.

Prior to the implementation of the Nine-Step Discipline Plan as indicated above, there are a series of interventions/warnings for mild/moderate misbehavior in the classroom. These interventions/warnings are issued by the classroom teacher. The interventions/warnings are documented in the student's discipline file and the parent/guardian is contacted as necessary.

 1^{st} trimester = 6 intervention notices, per student, per class

 2^{nd} trimester = 4 intervention notices, per student, per class

 3^{rd} trimester = 2 intervention notices, per student, per class

Nelson Avenue Middle School 9-Step Discipline Plan 20162017-18 NOTICE OF CONSEQUENCES FOR CONTINUAL DEFIANCE OF BEHAVIOR [E.C. 48900 (k)]

Student:		Grade:
Please note	e code violation	ns and assigned consequences, with occurring dates.
Date	*Step One:	Two (2) Detentions (1 hour). Notification to parent/guardian. Detention Dates:
Date	*Step Two:	Two (2) Detentions (1 hour) to Four Detentions (2 hours). Notification to parent/guardian. Detention Dates:

Date	_ *Step Three:	Four (4) Detentions (2 hours) or 1 day Placement in Alternative Supervised Setting (PASS). Dean of Students may request a meeting with parents. Dates:
Date	_*Step Four:	One (1) to Three (3) Days in Placement in Alternative Supervised Setting (PASS). Notification to parent/guardian. Dean of Students may request a meeting with parents. Suspension dates:
Date	_*Step Five:	Two (2) to Four (4) days of Placement in Alternative Supervised Setting (PASS) or One (1) to Two (2) Days of home suspension. Notification to parent/guardian. Dean of Students may request a meeting with parents. Suspension dates:
Date	_*Step Six:	Three or Five days of PASS or One (1) to three (3) days home suspension. Notification to parent/guardian. Dean of Students may request a meeting with parents. Suspension dates:
Date	_ *Step Seven:	Four (4) to Five (5) days of PASS or Three (3) to five (5) days home suspension. Notification to parent/guardian. Dean of Students may request a meeting with parents. Suspension dates:
Date	_*Step Eight:	Five (5) days of PASS or Four (4) to Five (5) days home suspension. Notification to parent/guardian of impending transfer to alternative program or expulsion at Step Nine (Stipulated Agreement). Suspension dates:
Date	_*Step Nine:	Five (5) days off-campus suspension and recommendation of expulsion to the Superintendent as per 48915 (1b): (Stipulated Agreement) Other means of correction are not feasible or have reportedly failed to bring about proper conduct. Violation is not subject to just 48915 (b) (1).

I understand the above consequences of the Nine-Step behavior program _____

Date

Students who are suspended will be ineligible to represent Nelson Avenue Middle School any public ceremony, performance or contest, and such other activity as is consistent with the nature of this list of activities, as the administration deems appropriate.

Student's Signature

FIELD TRIPS

Field Trips held during instructional hours will be academically- and/or enrichment-based. All students must have a completed and signed permission slip by a parent/guardian. Students who have been suspended from the district school bus at the time of the field trip will not be permitted to ride the bus. In this case, the student will either be transported to the field trip by parent/guardian or he/she will be given an alternative project to complete at school.

HEALTH OFFICE

Students should go to the Health office for emergency first aid and personal health problems. In case of illness or injury to a child, every effort will be made to contact parents by phone. It is very important the home, business, doctor's and emergency numbers are on file in the school office. Please notify the school immediately of any change in this information. If parents are sometimes difficult to reach, it is critical that emergency contacts be listed so that we can legally contact them if the student has a health care crisis.

HEAD LICE PROCEDURE

When it is determined that a student has head lice, parents of the affected child will be contacted. The affected student will be excluded from school and a notice of treatment procedure will be sent home as per board policy. Teachers will be notified and these returning students must be cleared by the office with proof of treatment before they can return to school. Students still exhibiting nits or live lice shall remain excluded until the situation is remedied. Students will be excused for their absences due to head lice for only 3 days out of any 30 day period. This TUESD Board policy procedure is developed from recommendations of the Butte County Health Department.

USE OF MEDICATIONS AND PRESCRIPTIONS AT SCHOOL

Students have the right to take medications prescribed by their doctor while at school. Students also have the right to take overthe-counter medications if needed. There are, however, specific requirements which must be met before school personnel may provide the medication to the student. These guidelines are both Board Policy and required by state laws governing medication of students while at school. No student may have medication on his/her person at any time. If you must bring medication to school, the following requirements must be met:

Prescription Medications:

- 1. Must be clearly identified as to the name and type of medication.
- 2. Must be in the <u>original</u> container.
- 3. Must carry a prescription label with the child's name, drug identification, dosage instructions, doctor's name, and prescription date.
- 4. The prescription must be current.
- 5. A medication authorization form must be filled out and signed by both the parent and <u>the prescribing physician</u>, and be filed with the health office. Medication will be given only by authorized school personnel.
- 6. Parents may come to school to give medication to their own children.

Non-Prescription (Over-the-Counter) Medications:

- 1. Must be clearly identified as to the name and type of medication.
- 2. Must be in the original container.
- 3. Must be labeled with the student's name.
- 4. No more than one week of medication may be sent at one time.
- 5. A medication form from the office must be filled out and signed by both the parent and <u>the child's attending physician</u>, and be filed with the office.
- 6. Medication will be given only by authorized school personnel.
- 7. For safety reasons, students are not allowed to personally carry any medication while on campus.

P.E. MEDICAL EXCUSE

Participation in Physical Education is required by State Education Code. To be excused from participating in P.E., a parental note, which will be honored for only up to three days, is required. After that time, a doctor's note will be required. Students who are not participating in P.E. will be required to complete appropriate assignments while they are inactive.

TELEPHONE/ELECTRONIC DEVICES

Students are allowed to use the classroom phones only with that teacher's permission. Office phones are only to be used with office personnel permission. Families are asked to make after-school arrangements ahead of time so that office phones are not tied up at the end of each school day.

Student cell phones and any other electronic devices are not permitted for use during class time and must be turned off and stored out of site, except when specifically permitted by the classroom teacher. Student using any non-authorized electronic device during class time will have the device(s) confiscated and turned into the office. The student may pick up his/her device at the end of the day. Repeat offenders to the electronic devices policy will have the device returned to a parent/guardian only, and detentions may be assigned.

USE OF SCHOOL MATERIALS

Student are issued textbooks for the various classes they attend as part of their educational experience in order to help them to be more successful (library books too). These books and materials are loaned to your child for the duration of the year and must be returned prior to the end of May as they are school property. This puts a big responsibility on your child and you as a parent. If your child fails to return the materials checked out to him/her, for whatever reason, you will be asked to replace the cost of the book. Textbooks range from \$50-\$70 each and must be paid immediately, or the student will be denied rights to attend any and all school functions: dances, promotion ceremony, field trips, grade parties, clubs, etc. This may include withholding his/her diploma. Students who have a financial obligation will not be allowed to complete the registration process for the following school year. All Nelson classrooms and our school library contain expensive computers and state-of-the-art technology items. Any student found to have vandalized and/or caused damage to school equipment will be held financially responsible.

STUDENT LEADERSHIP

Nelson Avenue Middle School students are encouraged to take part in Student Leadership. School officer positions include President, Vice President, Secretary, Treasurer, 8th grade Spirit Leader and 7th grade Spirit Leader. These are all elected positions with elections occurring in the spring of the previous school year. Class officers are elected annually. Student officers must be committed to the betterment of Nelson Avenue Middle School and have acceptable grades and behavior standards to be eligible for nomination. Student officers will remain in Student Leadership all year long. Each trimester, they will be joined by a new set of students to help make up that trimester's Leadership team.

CALIFORNIA JUNIOR SCHOLARSHIP FEDERATION (CJSF)

CJSF is a state-wide service organization that encourages excellence in academics, citizenship and service. Membership is computed on a trimester basis, only for grades in Math, Language Arts, Science and History. Ask you Advisory teacher for more information.

SPORTS

Basketball is available for both boys and girls in 6^{th} , 7^{th} and 8^{th} grades pending the availability of coaches. Competition is held with teams from other area schools. Participating students must have no D's or F's on their previous grade report. Citizenship must also be in compliance with school standards of conduct. Improper conduct will result in a student's ineligibility for upcoming games. A student who is absent from school on a game day is not eligible to play that day.

SPORTS CLUB

Sports Club is dedicated to supporting after-school and intramural sports at Nelson Avenue. Fund raisers include selling refreshments at games and proceeds from the sale of sports drinks (which meet state guidelines) from vending machines. Proceeds are used to recognize sporting achievements, with trophies, plaques and team luncheons. It also helps to purchase equipment and uniforms. Membership is open to anyone wishing to support athletics at Nelson Avenue.

CLUBS

Nelson Avenue Middle School encourages and welcomes various student clubs. If you have an idea for a student club, please see the Student Leadership teacher or the principal.

NON-DISCRIMINATION POLICY

The Thermalito Union Elementary School District prohibits, at any district school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Please address questions or complaints alleging non-compliance to the Superintendent, Mr. G. Blake.

Mr. Greg Blake, Superintendent Thermalito Union Elementary School District 400 Grand Avenue Oroville, Ca. 95965 530-538-2900

5/15/17 RS