

**Cameron Middle School**  
**Family Handbook**  
2018-2019



**Principal**

Hans J. Schmidt

**School Counselor**

Andrea Pearson

700 South First St.  
Cameron, WI 54822  
(715) 458-4560

## **DEVELOPMENT AND APPROVAL OF HANDBOOKS**

### **Policy CHCA**

Handbooks stating current rules and regulations shall be prepared for school personnel, students, and parents for use in the schools. These handbooks shall govern the conduct of students and personnel and contain such rules and regulations as shall be needed or required. These handbooks are not all-inclusive in their delineation of work roles; conduct rules, or other regulations. Copies of the handbooks shall be approved prior to opening of school by the Board Of Education

Though written by the administrative staff, material of this nature shall be considered an extension of Board policy and shall be adhered to as such. Additions or deletions, which may be necessary, shall remain in force until acted upon at the next meeting of the Board.

The content of this handbook has been adopted by the Board of Education and is presented as a matter of information. Material included in this handbook is considered an extension to the school board policy. The school district reserves the rights to modify, revoke, suspend, terminate or change any or all such plans, policies, and procedures in whole or in part, at any time with or without notice.

### **Student Record Notice**

The School District of Cameron maintains student records for each student attending school in the district. State and federal laws require that the maintenance of such records assure confidentiality. Accordingly, the following shall apply in the District:

1. An adult student, or the parent(s) or guardian(s) of a minor student has the right to inspect, review and obtain copies of the student's school records upon request in accordance with established District procedures. The District will respond to such requests without unnecessary delay and in no case more than 45 days after the request is made. Copies of the District's student records procedures are available at the School District Office, 700 S. 1<sup>st</sup> Street, Cameron, WI 54822. Regular office hours are 8:00 a.m. to 4:00 p.m.
2. An adult student, or the parent(s) or guardian(s) of a minor student has the right to request the amendment of the student's school records if he/she believes the records are inaccurate or misleading. Complaints regarding the content of student records may be made in accordance with established District procedures. Copies of the District's procedures are available upon request as outlined above.
3. An adult student, or the parent(s) or guardian(s) of a minor student has the right to consent to the disclosure of information contained in the student's school records, except to the extent that state and federal laws authorize disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials determined to have legitimate educational or safety interests in the records. A "school official" is a person employed by the District who is required by the Department of Public Instruction to hold a license; a person employed by or working on behalf of the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and police-school liaison personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a specific task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee such

as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a “legitimate education or safety interest” if the official needs to review a student record in order to fulfill his/her professional or District responsibility.

The District shall transfer a student’s records to another school or school district without consent upon request in accordance with state law. District procedures outline the specific reasons for disclosure without consent and are available upon request as outlined above.

4. An adult student, or the parent(s) or guardian(s) of a minor student has the right to file a complaint with the U.S. Department of Education for alleged District noncompliance with federal Family Educational Rights and Privacy Act (FERPA) requirements. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605

Further, the Board of Education has designated the following student record information as directory data: student’s name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, photographs, degrees and awards received, and name of school most recently previously attended by the student. This information may be disclosed to any person UNLESS the adult student, or parent, legal guardian or guardian ad litem of a minor student informs the school that all or any part of the directory data may not be released without prior consent of the adult student, parent, legal guardian, or guardian ad litem. The District will not release directory data earlier than two weeks (14 days) after the opening of school or receipt of this notice.

#### **Student Records Notice**

The School District of Cameron in accordance with Wisconsin Statutes 118.125 with this publication provides notice to parents regarding the existence of student records for their children.

The records exist in the school the child attends and are of four different types: *General*, *Content*, *Confidential*, and *Directory Information*. The Board of Education of the School District of Cameron has a policy on student records and the policy is available in the office of the principals of each building and in the office of the District Administrator for public inspection during regular school hours.

**DIRECTORY INFORMATION: Information such as the student’s name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, height and weight of members of athletic teams, date of attendance, photographs, degrees and awards received and the name of the school most recently or previously attended by the student shall be considered public information and may be released, unless parents or adult students refuse the release, in writing, of their own initiation.**

## **NOTICE OF NONDISCRIMINATION POLICY**

### **SCHOOL DISTRICT OF CAMERON**

State Statute 118.13(1) provides the legal basis for prohibiting Pupil Discrimination. It reads as follows:

1. No person shall be denied admission to any public school or be denied participation in, be denied the benefits of or be discriminated against in any curricular, extracurricular, pupil services, recreational or other program or activity because of the person's sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability.
2. (a) Each school board shall develop written policies and procedures to implement this section and submit them to the state superintendent as a part of its 1986 annual report under S.120.18. The policies and procedures shall provide for receiving and investigating complaints by residents of the school district regarding possible violations of this section, for making determinations as to whether this section has been violated and for ensuring compliance with this section.

Please refer to the student discrimination complaint procedures for any complaint regarding the interpretation or application of the district's student non-discrimination policy.

Any questions concerning Title IX of the Education Amendments of 1972 which prohibits discrimination on the basis of race, color, national origin, sex, age, or handicap should be directed to:

Joe Leschisin, Superintendent  
School District of Cameron  
Administrative Office  
Cameron, WI 54822  
(715) 458-5600

Inquiries related to Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap should be directed to:

Courtney Knickerbocker  
Section 504 Coordinator  
School District of Cameron  
Administrative Office  
Cameron, WI 54822

## Principal's Welcome

Dear Students and Families,

I would like to officially welcome you to the Cameron Middle School! On behalf of myself, and our excellent staff, we look forward to an exciting year filled with many opportunities.

Students, during your time at Cameron Middle School my wish is that you become a more confident, competent, caring and productive citizen. In order to discover your unique "you" I encourage you to be involved in school, clubs, sports, and/or extra-curricular activities. Give it a try! Participating in these opportunities will help you decide, and then form, who you are as a young adult.

During your time at Cameron Middle School the staff and I will also hold you to high expectations both socially and academically. In order for everyone to achieve at their highest levels we will practice being: respectful, responsible, and safe. I look forward to celebrating with the entire school as we master the skills of "treating others as we would like to be treated"!

Lastly, I want you to remember that all of the staff at Cameron Middle School are here to help you become the best "you". Ask questions, challenge the status quo, show respect, and have fun along the way! By doing these things you will prepare yourself for high school and beyond.

Families, middle school will be a time of great change. In order to help your child be successful I commit to an open-door policy. Please stop in any time and be involved in your child's experience both at home and at school. Although early adolescence can be a time of great change, it is also when your child will need you the most. By working together as a team we can help your child achieve so much more!

The purpose of this handbook is to help you become better acquainted with our school and expectations. During your years here you will learn about your rights as a person and as a citizen. Please remember that along with these rights come responsibilities. By reading and referring to this handbook you will acquire an understanding of what we strive to accomplish here at Cameron Middle School and how you can give yourself the best chance to succeed.

With Comet Pride,

Mr. Hans J. Schmidt  
Cameron Middle School Principal

Mrs. Andrea Pearson  
School Counselor

Mrs. Brenda Huseth  
Secretary

**Cameron Middle School  
Class Schedules  
2018-2019**

<b>Grade Five</b>	<b>Grade Six</b>	<b>Grade Seven</b>	<b>Grade Eight</b>
Homeroom Reading 8:15-9:25 am (70)	Homeroom Core One 8:15-9:25 am (70)	Core One 8:15-9:04 am (49)	8 Exploratories 8:15-9:04 am (49)
Math/ELA/Sci-SS 9:29-10:29 am (60)	Band/Choir (M-Th) Health/Guidance (F) 9:29-10:09 am (40)	Core Two 9:08-9:56 am (48)	Core One 9:08-9:56 am (48)
Band/Choir 10:33-11:13 am (40)	Core Two 10:13-11:13 am (60)	Core Three 10:00-10:48 am (48)	Core Two 10:00-10:48 am (48)
LUNCH 11:13-11:49 am (36)	LUNCH 11:13-11:49 am (36)	Core Four 10:52-11:40 am (48)	Core Three 10:52-11:40 am (48)
Math/ELA/Sci-SS 11:53-12:53 pm (60)	Core Three 11:53-12:53 pm (60)	7 <sup>th</sup> Exploratories 11:44-12:32 pm (48)	Core Four 11:44-12:32 pm (48)
		LUNCH 12:32-1:05 pm (33)	LUNCH 12:32-1:05 pm (33)
Math/ELA/Sci-SS 12:57-1:57 pm (60)	Core Four 12:57-1:57 pm (60)	Core Five 1:09-1:57 pm (48)	Core Five 1:09-1:57 pm (48)
5 Exploratories 2:01-2:41 pm (40)	W.I.N. Time 2:01-2:41 pm (40)	W.I.N. Time 2:01-2:41 pm (40)	W.I.N. Time 2:01-2:41 pm (40)
W.I.N Time 2:45-3:25 pm (40)	6 Exploratories 2:45-3:25 (40)	Study Hall Band/Choir 2:45-3:25 pm (40)	Study Hall Band/Choir 2:45-3:25 pm (40)
<b>Dismissal 3:25 pm</b>			

## STUDENT BILL OF RIGHTS AND DUTIES

1. Because it is my right to have free speech, assembly, press and religion .....	It is my duty to allow others to have the same privilege.
2. Because it is my right to act with freedom ....	It is my duty to conduct myself so that I will not interfere with others.
3. Because it is my right to participate in school activities.....	It is my duty to do my best in these activities and to uphold the name of the school at all times.
4. Because it is my right to use school and public property.....	It is my duty to accept the responsibility of preserving these rights.
5. Because it is my right to act in ways that promote my dignity and self respect ...	It is my duty to ensure others rights are not violated in the process.
6. Because it is my right to be treated with respect.....	It is my duty to show respect to all members of our school and community.
7. Because it is my right to elect student council members to govern the student body.....	It is my duty to elect those who can lead us wisely and to give them my full cooperation.
8. Because it is my right to ask for information.....	It is my duty to actively participate in the school community and share my knowledge.
9. Because it is my right to make mistakes...	It is my duty to accept responsibility for them and learn from them.
10. Because it is my right to enjoy all of these rights...	It is my duty to take on the responsibility of preserving these rights.

# Cameron Middle School Personnel - 2018-2019

## Middle School Support Staff

Brenda Huseth	Secretary: Principal's Office
Mitch Breed	Facilities Supervisor
Annette Crotteau	Aide
Mary Carpenter	Food Service
Holly Eckhoff	Special Education Aide
Jan Skaw	Food Service
Sally Fawley	Food Service
Brenda Guider	Food Service
Martha Jacobs	Food Service Supervisor
Bob Lundequam	Custodian
Dennis Frolik	Custodian
Tim Getchell	Computer Technician
Ken Koltunski	Custodian
Ken Kolzow	Special Education Aide
Peter Metzger	Computer Technician
Meagan Skjerly	Food Service
Annette Crotteau	Special Education Aide
Charlotte Voelker	IMC Aide
Agatha Wieckowicz	Aide
Kelsey Winkler	Aide

## Certified Staff

Mrs. Laurie Adams	Consumer Education
Mrs. Sara Cornell	Art
Mr. Wayne Czynscon	Grade 6
Mrs. Kim Donica	Special Education Teacher
Mrs. Beth Halverson	Music
Mrs. Nicole Holten	Grade 5
Mr. Travis Ebner	Special Education Teacher
Mr. Jay Cornell	Industrial Arts/Metals
Mrs. Patricia Heldstab	LD/CD
Mrs. Cheryl Hopkins	Business Education
Mr. Kurt Huseth	Grade 5
Mr. Scott Jensen	Vocal Music
Mr. Tyler Halverson	Instrumental Music
Mr. Daric Klabunde	Middle School Math
Mrs. Courtney Knickerbocker	School Psychologist/IEP Coordinator
Mr. Jeff Ladd	Agriculture
Mrs. Jennie LaVallie	Grade 5
Mr. Troy LaVallie	Middle School Social Studies
Mrs. Angie Leschisin	Art
Ms. Melissa Longmire	Library/Media Center
Mr. Todd Macklem	Middle School Teacher
Mr. Tom Moon	Grade 6
Mrs. Mary Ostlie	Middle School English
Mrs. Tammy Pacholke	Spanish
Mrs. Andrea Pearson	Guidance Counselor
Mrs. Valerie Pumala	Middle School Science
Mrs. Anna Roherty	Grade 6
Mr. Charlie Roherty	Physical Education/Health
Mr. Brett Sauve	Computer Applications
Mr. Hans Schmidt	Principal
Mrs. Kristin Thompson	Reading
Mrs. Dina Tschanz	Speech/Language
Mr. Jeremy Williams	Grade 6

## **School District of Cameron Grade 5-8 Advancement Policy**

The Grade 5-8 Advancement Policy defines the criteria for the promotion of a student in grades 5-8. This policy moves a student through a maximum of four levels.

### Level One: Academic Performance

The School District of Cameron has adopted the Wisconsin Model Academic Standards. Its curriculum has been aligned to these standards and Performance Goals have been determined for each grade level in the subject areas of English, Language Arts, Mathematics, Science, and Social Studies.

Achievement of standards-based Performance Goals serves as the basis for grading student progress. Students in grades 5-8 that receive a passing grade in three out of five academic subject areas (Reading, Language Arts, Mathematics, Science, and Social Studies) at the end of the first semester, of the school year of concern, will automatically advance to Level Two. Students who do not receive the required number of passing grades, in the identified subject areas, will advance to Level Three.

### Level Two: Wisconsin State Testing-Forward Exam

The School District of Cameron administers the Wisconsin Forward Exam in Grades 3-8 and Grade 10. The Wisconsin Forward Exams assesses students in Grades 3-8 in the areas of English Language Arts (ELA) and Mathematics; Grades 4 and 8 in Science; and Grades 4, 8 and 10 in Social Studies. The Wisconsin Forward Exam places students into four levels of content mastery: Advanced, Proficient, Basic, and Below Basic.

Students who meet the criteria for Academic Performance and achieve a score of Advanced or Proficient on the Wisconsin Forward Exam will advance to the next grade level. Those who meet the criteria for Academic Performance criteria but do not meet the Wisconsin Forward Exam criteria will advance to Level Three.

### Level Three: Teacher Recommendation Criterion

A Grade Advancement Committee will make a recommendation for advancement at Level Three. This committee will consist of the following representation:

<input type="checkbox"/> Building Principal	<input type="checkbox"/> One or more current Classroom Teachers
<input type="checkbox"/> School Counselor	<input type="checkbox"/> Other Staff as determined by Building Principal
<input type="checkbox"/> District Assessment/Curriculum Coordinator	

They will review the following criteria:

- Student academic performance portfolio
- Successful completion of additional coursework in identified areas
- Successful completion of goals defined in an Individual Education Plan
- Independent Study work
- Successful completion of summer school coursework in identified areas
- Other proven academic indicators at committee discretion

Students that receive a recommendation from the Grade Advancement Committee will be promoted to the next grade level. Those that do not receive a recommendation from the Grade Advancement Committee will advance to Level Four. An essential component of the review of student progress is regular communication between the school and the parents of the student.

#### Level Four: Other Academic Criterion

The Grade Advancement Committee (as defined in Level Three) will develop an action plan for individual students that have advanced to Level Four. The action plan will identify programming tailored to meet the needs and requirements of the individual. Upon successful completion of the action plan the student will be promoted to the next grade level. Examples of programs within an action plan may include, but not limited to, remedial summer school classes and online coursework.

Students that receive a recommendation from the Grade Advancement Committee will be promoted to the next grade level. Those that do not receive a recommendation from the Grade Advancement Committee will be retained.

#### Level Five: Appeal Process

Students and/or parents that are dissatisfied with the final decision of the Grade Advancement Committee may file an appeal, in writing, with the School District of Cameron. The appeal must be filed within thirty days after the Grade Advancement Committee has made a final decision. The process is described as follows:

- a) The parent shall notify the building principal, in writing, of the intent to appeal (within thirty days after the Grade Advancement Committee has made a final decision).
- b) The building principal will set up a meeting at which time the parent and student can meet with the Grade Advancement Committee. At this time the decision for retention will be explained.
- c) If the parent and student are satisfied with this explanation of the decision, the appeal process will not continue. If the parent and student are dissatisfied with the decision, the parent shall inform the building principal, in writing within ten days after the meeting, that the appeal process should continue.
- d) The building principal will present the student's academic and other relevant data and records to the District Administrator. The parent of the student will be contacted by the Administrator and will be allowed to present the family's position. After reviewing all relevant information, the District Administrator will make a decision on the appeal and notify the parent of that decision.
- e) If retention is still recommended and the parent wishes to proceed with the appeal, the parent shall notify the District Administrator, in writing within ten days of the District Administrator's notice of decision. The District Administrator will organize a hearing of the appeal by the School District of Cameron Board of Education. They will hear the evidence and make a decision, which will be final.

**Adopted: March, 2002**

**IKE**

# Attendance

In the Cameron School District we believe that it is in the student's best interest to practice good attendance habits. In doing so, the student will get the most out of his/her educational experience and develop good work habits. Wisconsin State Statute 118.15 and 118.16 makes school attendance compulsory for students between the ages of six and eighteen. Additionally, state statute allows a student to be excused from school for a total of 10 days without any type of verification.

To encourage regular attendance, families in the Cameron School District will receive attendance notification letters for excused and unexcused absences to keep families aware of their student's attendance record.

Additional actions that may occur for students with irregular attendance may include, but not limited to: a request for a doctor's note, intervention with the community outreach worker, and/or a referral to the Department of Health & Human Services. Ultimately, the goal of these actions is for the regular attendance of our students so that they may be most successful.

A parent or guardian must call the school office at 715-458-4560 (follow prompts) to their child's absence as early as possible on the day of the absence. This phone service is available 24/7. If you are unable to call, you must bring a note of explanation upon returning. If a student is absent, and no contact is made with the school, the student will be marked 'Unexcused' and this will count toward Truancy.

## Absences

1. Excused absences (10 day limit per year)
  - a. Illness - The district may request the parent or guardian obtain a physician's statement as proof of the physical or mental condition of the child. Students missing in excess of ten days for illnesses during the year will be required to bring in a doctor's note for every subsequent illness.
  - b. Death in the immediate family or funerals of close relatives.
  - c. Emergency medical appointments.
  - d. Quarantine as imposed by a public health office.
  - e. An illness in the immediate family, which requires the attendance of the student.
  - f. Emergencies that prevent attendance which are generally defined as an Act of God, or other circumstances beyond the control of the student, which, in the discretion of the superintendent of his designee; prevents school attendance.
  - g. All of these excused absences require parent/guardian verification in writing or by phone in advance of the absence or prior to re-admittance to school. If a note or phone call is not received, the absence will be unexcused.
  - h. Whenever possible the school should be notified of a student's absence prior to the absence occurring. Examples include: Family vacation, College visit, Deer hunting, Appointments
2. Pre-excused absences

Parent or legal guardian must notify the school in writing that their student has permission to be absent. The verification must be sent prior to the student being absent from school.

### 3. Unexcused absences

Absences that do not meet the criteria of an excused or pre-excused absence. The student who is unexcused will be considered truant and subject to disciplinary action.

### Tardiness

First period begins at 8:15 and it is the responsibility of the student to be on time.

Among reasons NOT CONSIDERED EXCUSABLE are oversleeping, car trouble, working, hunting, babysitting, ride problems or missed bus. Any student arriving at school must report to the office with a note from a parent explaining the tardiness and will receive a pass. Students will serve detentions when they have multiple tardies each trimester.

### Make Up Work

**Students must be allowed the opportunity to take or turn in tests or major projects missed without penalty regardless of the type of absence.**

- It is the student's responsibility to contact the teacher(s) to make arrangements for making up work missed during an absence from school.
- Teachers will be asked to grant the number of days absent plus one for make up time for work that was assigned on the day of the absence unless there is another plan agreed to by teachers.
- Examinations missed during an excused will be permitted to be taken at a time mutually agreed upon by the student and teacher.
- All work that was to be turned in on the day of the absence should be turned in at the beginning of the class period in which the student returns to school.
- In the case of pre-excused absences, work should be completed before the absence whenever possible.
- Students who are determined to be absent for reasons other than those listed above have an obligation to understand and retain for future use all the materials presented during their unexcused absence.
- All students with an unexcused absence will not be allowed to make up any daily work missed during their absence.
- All students with an unexcused absence will be allowed one day to make up an examination or major project missed during their absence.

## **Cameron Middle School Philosophy**

Middle level students are experiencing a transitional time of life with great intellectual, physical, emotional, and social changes. At Cameron Middle School our goal is to consider each of these aspects of a child's life when developing a developmentally appropriate educational program with high expectations.

### **PROGRESS REPORTING & REPORT CARDS**

Reporting a child's progress provides an opportunity for families to better understand their child's level of understanding and mastery toward district approved skills and standards.

A parent/guardian can access their child's grades at any time using the Skyward Parent Portal. Report cards will also be available to families at the end of each of the three trimesters of the school year. In addition, all class grades will be updated at the mid-term of each trimester (approximately 6 weeks). A reminder will be sent using the Skyward message center for families to check grades at each mid-trimester and trimester end.

These notifications are designed to be proactive in nature and should provide an opportunity for parents to stay informed and communicate with the school prior to trimester's end. Families are encouraged to check Skyward regularly on the Cameron Home Page ([www.cameron.k12.wi.us](http://www.cameron.k12.wi.us)). Skyward can provide you with information regarding grades, assignments, lunch accounts, etc. Parents needing log-in assistance should contact the middle school office at (715) 458-5810.

Cameron Middle School Staff will host formal Parent/Teacher Conferences during each trimester of the school year. In addition, Parent/Teacher conferences are encouraged at any time during the school year. Parents desiring conferences can call the school at (715) 458-5810.

## **Cameron Middle School Grading and Testing Policy**

The district mission statement states that we will “ensure educational opportunities that give each student the knowledge, skills and appreciation essential to succeed in an ever changing world.” Further, our Student Objective states that all students will demonstrate the skills necessary to be a productive member of society. All students need to demonstrate competencies in a variety of areas including, but not limited to problem solving, critical thinking, decision making, responsibility, organizational skills, technology skills and goal setting. It is therefore our responsibility to develop or use testing instruments and grading methods that measure all students’ progress toward achievement of these goals. These testing and grading instruments should correlate with any state performance standards.

Evaluation instruments used at Cameron Middle School include:

### 1. Standardized Tests

Standardized tests measure a student’s intellectual development, their scholastic achievement, or their need for specialized services such as those provided by Special Education and English Language Learners (ELL). The Cameron Middle School administers these WSAS referenced tests at appropriate times during the school year.

Ref: Tests include: Wisconsin Forward Exam, DLM (Special Education), STAR progress monitoring, and Fountas & Pinnell Benchmark Assessments.

### 2. Performance Standards

The State of Wisconsin Academic Standards specifies what students should know and be able to do. They consist of multiple content, performance, and proficiency standards. Wisconsin has also adopted the Common Core State Standards in the content areas of Mathematics and English Language Arts (ELA) and Next Generation Science Standards for Science. Standards serve as clear objectives for teaching, as well as indicators for students’ learning at a given time. Standards also ensure all students have equal access to high quality education. Lastly, standards create a platform for assessment at both the local and state level.

### 3. Grades

According to district policy “a specific grading system shall be developed by each building principal.” There are many reasons for establishing a school wide grading policy. Our main purpose is to create a consistent standard for grades, which is applied uniformly throughout our entire building. Grading consistency also allows parents, students, and teachers a more clear understanding of the criteria by which grades are determined, and what letter grades represent.

Grade point average will not be kept for fifth and sixth grade. In 7<sup>th</sup> and 8<sup>th</sup> grade, a grade point average will be kept using a four point system. The trimester grade point average will include all classes that a student had for that particular trimester. At the end of each trimester the grade point average will only include trimester classes.

The trimester grade point average will include all classes that a student had for that particular trimester. At the end of each trimester the grade point average will only include trimester classes. The trimester grade point average will be used to determine honor roll and honorable mention students for publication in the district newsletter.

The following is a four point system for 7<sup>th</sup> and 8<sup>th</sup> grade:

All A's = four grade points  
All B's = three grade points

All C's = two grade points  
All D's = one grade point

**All F's and incompletes = zero grade points**

Teachers have the sole responsibility for assigning letter grades to students in their classes. Letter grades represent the cumulative average of a student's learning. In addition to these grades teachers perform non-academic evaluations of students such as attendance, effort, participation, and citizenship.

**ACADEMIC**

*Tests, Quizzes and Final Exams*  
*Homework Assignments*  
*Special Projects*

**NON-ACADEMIC**

*Citizenship*  
*Attendance*  
*Effort*  
*Participation*

Grading curves need to be standardized throughout the building for many reasons but most importantly so that everyone knows what each letter grade means in terms of percentages. The Cameron Middle School has adopted the following grading curve for assigning letter grades.

A+ = 98-100%	B+ = 89-88%	C+ = 79-78%	D+ = 69-68%
A = 97-93%	B = 87-83%	C = 77-73%	D = 67-63%
A- = 92-90%	B- = 82-80%	C- = 72-70%	D- = 62-60%

Any grade below 60% will result in a grade of "F".

It is the discretion of individual teachers to award "extra credit" points toward a grade.

Some students, due to special circumstances, may have an alternative grading scale. The Student Assistance Team (SAT) will identify those special circumstances and any modifications will be documented through an Individualized Learning Plane or Individualized Education Plan (IEP) with the help of their teachers.

4. Homework

At Cameron Middle School homework can be expected on a regular basis. All students will be provided instruction on how to complete homework and will be given time to begin homework. Students who use class time wisely should not have a great deal of homework. If you have further questions please contact Mr. Schmidt at (715) 458-4560 or [hschmidt@cameron.k12.wi.us](mailto:hschmidt@cameron.k12.wi.us).

5. Attendance & Homework

Attendance has a significant impact on students' academic performance. Students who have multiple absences may find it more difficult to fulfill the academic requirements. Please make every effort to have your child at school on time each school day. It is a student's responsibility to gather and complete homework given during an absence.

## **Physical Education Regulations – Grading System Cameron Middle School**

Locks will be issued to students at the beginning of each year. At the end of the year, students will turn in their locks to the physical education teacher. If the student has lost their lock during their year, a \$5.00 fee will be assessed.

Uniforms will consist of the following:

Shirt: Athletic Shirt

Shorts: Athletic shorts or sweatpants

Socks: Athletic Socks

Shoes: Gym shoes with good grip. No wrestling or aerobic shoes

No street clothes or jackets, etc. in class. Letter jackets will not be allowed on the playing field. If the weather is cold, dress accordingly. Sweats will be allowed for outside activities and some indoor units. (Check with the instructor). **Be sure to take your Phy Ed clothes home on Fridays and WASH THEM.**

Medical Excuses: Parents who feel their students are not capable of participating in Phy Ed may request that they be excused for no more than three consecutive days. Repeated requests to not participate will require a doctor's medical excuse. A student who has a doctor's medical excuse to miss Phy Ed must have a signed permission form from the doctor to return to class participation. Students will be given alternate activities.

Tardiness: Be in the locker room by the second bell. Be at roll call five minutes after the second bell. (You have two different opportunities to be tardy.) If you are late, get a pass from the previous teacher.

Safety Concern: No glass of any kind is allowed in the locker rooms. No camera use will be allowed in the locker rooms or bathroom areas.

Towels will be provided for showers as long as we have them. Do not take them home. It may come to the point where you will have to provide your own towels.

If you have a concern about your child's Phy Ed physical abilities or grade, consult Mr. Roherty at (715) 458-4560.

## GENERAL INFORMATION

**ABSENCES:** If you are to be absent you must have one of your parents call the school office at (715) 458-4560 and report the absence. This should be done as early as possible on the day of your absence. If you are unable to call, you must bring a note of explanation upon returning to school to avoid issues of Truancy. All students should come to the office after they have been absent. They need a re-admit slip prior to being admitted to class.

Pre-absence slips are necessary when students plan to be absent. Students should come to the office to get a pre-absence slip. Students should bring this note directly to the office – not the teacher. It is our policy to call home when students are absent and we need to keep track of pre-absences.

**ACHIEVEMENT TESTS:** Achievement tests are administered during the year to all 5-8 students. The results are available for you and your parents and placed in your school record file. Please contact the building principal if you have questions about the achievement tests.

**AFTER SCHOOL ACTIVITIES:** The Cameron Middle School offers a variety of activities for students throughout the year. Students may choose the activities in which they want to participate. The activities offered will be explained and discussed by your teachers. We encourage all students to participate in activities outside the school day to promote self-confidence and social development.

**ALCOHOL AND OTHER DRUG ABUSE REFERRALS (AODA):** The Cameron Middle School has a “referral process” to help students if they have a drug/alcohol problem. A referral form is available from Mrs. Sanborn, Mrs. Olson or Mrs. Pearson. A student may be referred for help by anyone; parent, teacher, another student, the student him/herself, etc. The AODA core team is a group of concerned school personnel who are trained to assist youth with drug/alcohol problems.

**BEHAVIOR MANAGEMENT:** Cameron Middle School Staff utilize Positive Behavior Interventions and Support (PBIS) to teach, communicate, and enforce behavior expectations with a goal of guiding students to make positive behavior choices. (PBIS) This tiered approach ensures all students have: a clear understanding of behavior expectations, the ability to make choices, and receive negative or positive consequences for their behavior.

Consequences for negative behavior will be handled on an individual basis given each unique situation. For this reason any staff member may determine the consequence for a minor behavior including, but not limited to: cool downs, loss of conference privilege, alternate learning environment, and detention. If negative behaviors continue or a major behavior problem occurs, a consequence will be determined by the principal and may include, but not limited to: detention conference, suspension, alternate learning environment, or expulsion. Parents/Guardians will be contacted promptly for major discipline situations dealing with their child.

**BICYCLES:** Bicycle racks are provided for those who ride bikes to school. Be sure to park it in the racks and not on the grounds nearby. Put a lock on your bike when not in use to prevent damage or theft. Report any damage to the Principal. The school is not responsible for any damage or stolen property.

**BULLETINS AND ANNOUNCEMENTS:** All notices of club meetings, athletic and social events, general information for the day, and specific instructions are announced each morning in the daily student bulletin. Students responsible for putting notices in the bulletin must have their notices approved and initialed by their advisor and in the main office the day preceding the notice.

- **FLYERS, POSTERS, AND FUNDRAISING:** All Flyers, Posters, Fundraising or any other form of marketing or sales in school must first have approval from the building principal. This includes school-sponsored, club-sponsored, or community organizations and events.

**BULLYING:** Bullying is the act of intentionally causing harm to others through verbal harassment, physical assault, or other more subtle methods or coercion. Bullying can be direct or indirect. Bullying may be a repeated behavior and involves an imbalance of power. It is the responsibility of all school staff members, students, and concerned individuals who observe or become aware of acts of bullying to report these acts confidentially to a school staff member or administrator. The complaint procedure is available in the principal's office for any student or parent/ guardian wishing to file a complaint. A clear account of the incident will be recorded in writing using this incident report. All bullying procedures will be handled in accordance to Cameron School Board Policy JFCH.

Bullying behavior can be:

1. Physical: Physical bullying involves harmful actions against a person's body. Examples include, but are not limited, to hitting, pinching, poking, pulling hair, choking, kicking, tripping, spitting, hazing, biting, and inappropriate touching. It also involves interfering with another person's property and stealing.
2. Verbal: Verbal bullying involving speaking to a person or about a person in a way that is derogatory, unkind, or hurtful. Examples include, but are not limited to, teasing, name calling, insulting or inappropriate remarks, threatening, spreading rumors, and making discriminatory remarks or false accusations.
3. Non-verbal/Emotional: Non-verbal bullying refers to behaviors that upset, exclude, or embarrass others. Examples include, but are not limited to, intentionally leaving a person out of a game or activity, extortion, manipulating friends, ostracizing, pressuring peers, making rude gestures such as poking out tongue or staring, writing hate notes about a person that will be upsetting to that person, using computer or telecommunications to send embarrassing, slanderous, threatening, or intimidating message to or about a person(s).
4. Cyber Bullying: The use of social media to threaten or spread rumors about others. In situations in which cyber bullying originated off school property or from a non-school computer or telecommunication device, but is brought to the attention of school officials, any disciplinary action shall be based upon whether the conduct is determined to be severely disruptive of the educational process so that it markedly impedes the day to day operations of a school, as determined by district administration.

**BUS RIDER RULES:** Buses are provided as a privilege for riders to and from school. Students are responsible to the bus driver for their conduct while riding the bus. Those who refuse to cooperate will be

referred to the principal for disciplinary action. These referrals will be considered serious and action will include contact with the student, driver and parent with possible revocation of riding privileges.

Students who plan to ride a bus other than one assigned to them will need a note from home. This note needs to be brought to the main office. The student will be issued a bus pass to give to the driver.

We expect to transport all students back to the Cameron Middle School when they are taken out of town. If there is a specific reason why a student cannot ride both ways, the parents should send a note explaining the circumstances and a pass to be given to the teacher or coach in charge.

**Because of capacity, students planning parties after school should arrange transportation for their guests other than the school bus.**

Students that ride buses are reminded to observe the following courtesies and safety precautions:

1. Follow instructions given by the bus driver.
2. Remain in the same seat during the entire trip.
3. Keep your whole body inside the bus at all times.
4. Be courteous to the driver and others.
5. Respect others' space (Keep hands and feet to yourself)
6. Use school-appropriate language & volume.
7. Keep the bus clean (Free from food, gum, candy, pop)
8. Report injuries and other problems to your driver.
9. Leave home early enough to arrive at your bus stop on time.
10. Wait for the bus in a safe place -- well off the road. Students should wait for the bus on the side of the road his/her house is on. When the bus has stopped, the driver will signal for the student to cross.
11. Do not approach the bus until it comes to a complete stop.
12. Enter the bus in an orderly manner - and take your seat.
13. Remain seated while the bus is in motion.
14. Keep the aisles clear at all times.
15. Be alert to traffic when leaving the bus.
16. Keep the bus free from litter and vandalism.

**CLOSED CAMPUS:** We operate a closed campus policy. Students must stay on school grounds from the time they arrive, even if the first period has not yet started, until dismissal or until the bus picks them up. Students must bring a written parental request to the office to leave the campus for any reason. The student is expected to sign out in the main office. If it is necessary to leave school for any other reason, a permit must be obtained from the office.

**CONDUCT/ATTENDANCE AT SCHOOL SPONSORED EVENTS:** Students attending school-sponsored activities such as field trips, athletic events or concerts are subject to the same policies and procedures that are used through the normal school day. Once students arrive at the school and are in the building, they are required to remain in the building until the end of the event. Students that leave the building during an event without getting prior permission from the event supervisor will not be allowed to return.

**DISMISSAL FOR APPOINTMENTS:** Permission to leave school early will be granted only for the most compelling reasons; i.e. illness in the family, family accidents, etc. We strongly urge that all dental and doctor appointments be arranged at times other than school hours. If you must be excused for part of the day for an appointment, which cannot be scheduled ahead, you must bring a note to the main office before school in the morning to receive a pass to leave the building. A parent/guardian must sign students in and out of

school. It is not necessary to bring another note upon returning to school; however, the student must obtain an admit slip in order to be readmitted to class.

**DRESS AND GROOMING:** All students and teachers are expected to wear school appropriate clothing at all times at the Cameron Middle School. Students whose dress is deemed inappropriate by school officials will be given the opportunity to change into appropriate school-sponsored clothing. If the child does not comply they will spend the day on In-School Suspension or be sent home. Any special student “dress up” days must have prior approval of the Principal.

1. Clothing should always completely cover the torso from above the chest to mid-thigh.
2. Clothing items such as spaghetti straps, backless tops, halter-tops, and tube tops are not allowed.
3. Undergarments shall not be visible.
4. Any fashion (dress, accessory, or hairstyle) that is distracting from the learning process or presents a safety risk will not be permitted. Students are not permitted to have backpacks or coats in classes.
5. Hats, caps, or other headgear are not to be worn in the building during the school day unless the Principal has given prior approval.

**ELEVATOR:** Students that have physical limitations may use the elevator with approval given from the office for the student and their helper prior to using it.

**ELL STUDENT SELECTION PROCEDURES:** The school district shall provide for an annual assessment of English proficiency of all students with limited English proficiency in the schools serviced by the district. Students will be assessed annually until they reach a full English proficiency level of 6 on the State scale [PI 13.07(1)-(5), Wi. Adm. Rule].

The areas that are analyzed to determine students’ English language strengths and weaknesses are the same skills that then become the objectives of the instructional program.

1. *Speaking*
2. *Listening*
3. *Reading*
4. *Writing*

*Title III Notices (ELL) will be sent to parents of students placed or referred for that designation by the District Office.*

*\*Parents have the right to refuse program services and a signed refusal is kept on file in the child’s cumulative folder.*

**ELECTRONIC DEVICES:** Electronic devices (i.e. cameras, i-devices, headphones, laser pointers) are discouraged at Cameron Middle School. If students must have an electronic device at school they are to remain turned off and put away in the student’s locker for the entire school day, unless the school principal has given prior authorization. Phone watches are allowed to be worn during school hours as long as all message and phone capabilities are turned off during school hours. If a student must contact his/her parent/legal guardian they must come to the office and use the office phone. Students are not to use classroom phones. A student may use an electronic device outside of school hours on school property in a manner appropriate for school property.

If there is reasonable suspicion that an electronic device has been used by a student during the school day, and there is reasonable suspicion that the device contains information which is pertinent to a school investigation, the device may be subject to search by school administration or their designee. Students who use their mobile electronic device to violate school rules are subject to disciplinary action for those violations. Evidence suspected to be a violation of the law will be referred to law enforcement authorities.

The first time a student has an electronic device outside of these guidelines it will be confiscated for the remainder of the school day and may be picked up by the student at the end of the day. If a second electronics violation should occur, the electronic device will be confiscated and stored in the middle school office. A parent/legal guardian will be contacted to pick up the electronic device from the middle school office. If the parent/legal guardian is unable to pick up the device it will be stored in the middle school office until they are able to pick up the device. Any further violations will be treated as major behaviors. The electronic device will be confiscated and stored in the middle school office until a conference is held with parent/legal guardian and principal to agree upon further action. (See Board Policy for more information)

**EMERGENCY CARE:** If your child becomes ill or gets hurt at school, we will contact the person(s) you have provided. If no one can be reached, office personnel will use their discretion to handle the emergency situation. All student and family information is housed in Skyward which parents have access to. Please keep your information updated in Skyward (phone number, parents' work location and phone number, emergency contacts, etc.) If you are unsure of how you make those changes, please call the office and we will be able to assist you.

**EXTRA HELP:** There may be occasions when you feel you have not understood some of your homework. Sometimes an absence from school will cause you to miss some work as well. If you have been doing your work in class as well as you can, your teacher will be glad to give you extra assistance. Remember it is up to you to let your teacher know that you would like some extra help. In addition, homework assistance will be available in the Middle School LMC from 7:30-8:00 am.

**FEES AND FINES:** Fees will be assessed according to the amount of materials used in shop, art, music, etc. Those fees are payable either to the instructor or in the main office. Students are responsible for the books, materials, and facilities given them for use. If in the judgment of school authorities any such items are lost, misused or abused, a fine may be imposed and further discipline actions may follow. Fees/fines are to be paid before the end of the school year. A fee of \$5.00 will be collected from each athlete member during the first week of each sports season. Students should check with the coach to see if the fee is to be paid to the coach, manager, or in the school office.

**FIELD TRIPS:** During the year teachers may elect to take their students on field trips. The purpose of a field trip is to extend educational experiences beyond the classroom. A field trip permission form will be sent home with your child. Please complete the entire form, sign and return it to school. Only students with completed, signed forms will be allowed to go on field trips. Parents, legal guardians and grandparents are invited to take part in field trips. No siblings, extended family, or non-related family members will be allowed on field trips unless given prior approval by the Principal. Parents, legal guardians, etc... will have to provide their own transportation unless space is available on the school bus. All school rules apply to field trips. We expect students to be positive ambassadors of our school when they are at any school-related activity. We expect students to ride the school bus to and from field trips with their classmates. If a unique

situation arises that a student must be transported home by parents/legal guardians they will need to fill out a travel release form the day of the field trip. Students may only ride home with parents/legal guardians.

**FOOD AND BEVERAGE:** Students with cold lunch should keep their lunch in their locker and eat only in the cafeteria. Students with food or beverages anywhere except the cafeteria will be asked to dispose of them in the garbage. Food and beverage may be allowed in the classroom for special circumstances determined by the classroom teacher or building principal. Water is recognized by the District as the beverage of choice. Drinking water will be available to all students throughout the school day and throughout every school campus, including during mealtimes. Water bottles must be clear in color and have secure caps. Areas where water bottles are allowed may vary throughout our schools and must be used in an appropriate manner consistent with our school expectations.

**GIFTED AND TALENTED (G/T):** In Wisconsin, “Gifted and Talented pupils” means pupils enrolled in public schools who give evidence of high performance capability in intellectual, creative, artistic, leadership, or specific academic areas and who need services or activities not ordinarily provided in regular school programming in order to fully develop such capabilities Wis. Stat 118.35. Please contact the school psychologist or building principal to request a meeting and possible evaluation for G/T services.

**GUIDANCE AND COUNSELING SERVICES:** The School Counselor is available to assist in any student, staff or family matter. This may be to seek information, to discuss any problems you have, to assist with some difficulty in schoolwork, to borrow or discuss guidance materials on careers, or get assistance in planning courses. Please set an appointment in the office to meet with the School Counselor.

**HEALTH/MEDICATION:** If a student becomes ill during school hours, a sick room with a bed is available for their use (limited time frame). If necessary a parent may be called to pick up a student. Students who have a temperature are not allowed to remain in school. If parents cannot be reached the emergency contact person(s) listed will be contacted. Please notify the office of any changes in these contact numbers during the year.

School board policy provides that prescribed and non-prescribed medications will be given to students ONLY upon written request of the physician and parent. Medication must be brought to school in the original container carrying the child's name, the pharmacy and the name of the physician, as well as the dosage of the drug to be given. These medications will be kept in the office and administered by school employees. If your child will need to have medication administered during school hours please call the school to request a form. The office does not provide Aspirin, Tylenol, or other over-the-counter medications. If you have questions, please contact the office (715) 458-5810.

Do not keep prescription medications in your backpack or store in your locker. Selling or distributing prescription medication will result in disciplinary action.

**HIGH SCHOOL STUDENTS:** High school students should not be in the middle school unless they are here for legitimate school reasons (i.e. being a teacher’s aide, mentoring, etc.).

**HOMEWORK HELP:** Students are encouraged to participate in before school tutoring in the library from 7:30-8:10 am in the event they need help with their homework. Please check in with the office each morning on the way to the Middle School LMC.

## **IMMUNIZATION:**

Immunization Requirements: The law requires that parents of Wisconsin middle school students provide evidence of the complete immunizations or other compliance alternatives.

These include:

1. Medical exemption signed by a physician
2. Religious exemption signed by the parent
3. Personal exemption signed by a parent

Complete immunization is: 4/5 DPT, 4 Polio, 2 MMR shots, and 3 Hep B shots, proof of Varicella vaccination or having had chickenpox.

Meningococcal Disease: Public health authorities recommend that teenagers and college-bound students be immunized against a potentially fatal bacterial infection called meningococcal disease, a type of meningitis. The Centers for Disease Control and Prevention (CDC) and other leading medical organizations recommend routine meningococcal immunization for adolescents during the preadolescent doctor's visit (11- to 12-year-olds), adolescents at high school entry (15-year-olds) if they have not previously been immunized, and for college freshmen living in dormitories. To learn more about meningococcal disease, vaccine information, and public health resources visit the following web sites [www.cdc.gov](http://www.cdc.gov)

**INSURANCE/INJURIES:** Student Assurance Services provides coverage for all students attending school for any injuries that occur during the school day or during other school-sponsored activities (not including after-school athletics). All injuries must be reported to the main office/teacher at once. This insurance is a SECONDARY coverage and covers only those expenses that are not covered by a family's primary insurance.

Students in school-sponsored athletics have the option to purchase additional coverage. Forms for this coverage are distributed during the athletic code meeting and can also be obtained through the athletic director's office.

**LOCKERS:** The privilege of using a locker is extended on the basis that it will be kept clean and in good condition. The student shall be financially responsible for any damage to the locker. Students in 5<sup>th</sup> and 6<sup>th</sup> grade have the option to use a lock, but it is not mandatory. Students in 7<sup>th</sup> & 8<sup>th</sup> grade will be given a lock at the beginning of the school year. Locks will be collected at the end of 8<sup>th</sup> grade and a \$5.00 fine will be charged if lost or damaged. If a student does not have their lock on their locker the principal will place a lock on the locker and student will need to contact principal to regain entry to his/her locker. **Remember – locks and lockers are considered to be school property and therefore are subject to periodic inspection (refer to School District of Cameron policy on locker searches). Do not use a lock other than the combination lock described above. All non-Cameron School locks will be cut off. We do not exchange combination locks if you have given it away or someone has taken the combination to your lock. Only school purchased locks are allowed on school lockers.**

**LOCKER SEARCHES:** School lockers are the property of the Cameron School District. At no time does the Cameron School District relinquish its exclusive control of lockers provided for the convenience of students. Students should be reminded that anything brought onto school property is searchable if reasonable

suspicion prompts school officials to search an area. This includes, but is not limited to the following: book bags, jackets, purses, and vehicles. There may be times when facilities are periodically searched with the aid of police canine units. These searches will be conducted in a reasonable manner that ensures the safety of all students and staff.

**LOCKER ROOMS:** Locker rooms are provided for the use of physical education students, athletes, other activity groups, and individuals authorized by the building principal or by District policy. No cameras, video recorders, **CELL PHONES**, or other electronic devices that can be used to record or transfer images are permitted in the locker room at any time. Students and staff violating this policy shall be subject to school disciplinary action and possible legal referral. Other persons violating the policy may be subject to penalties outlined in state law. The building principal or his/her designee shall be responsible for enforcing these guidelines.

**LOST AND FOUND:** All articles found should be turned in to Student Services. Valuable articles will be kept in a special drawer and will be returned to the owner upon identification. If you have lost a textbook or library book, be sure to check the office, gym or cafeteria lost and found.

**LUNCH:** Lunch is served **11:13-11:49 am (5<sup>th</sup> - 6<sup>th</sup>)** and **12:32-1:05 pm (7<sup>th</sup> - 8<sup>th</sup>)** each day.

#### **Middle School Breakfast and Lunch prices- 2018-19**

<b>Breakfast 5-8<sup>th</sup></b>	\$1.50 (No charge for those students qualifying for <u>Free</u> or <u>Reduced</u> rate lunch)
<b>Adult/Guests</b>	\$2.00
<b>Milk <u>only</u></b>	\$.35 (ala carte)

Breakfast is served **7:45-8:10** each day. (Students need to be out of the cafeteria by 8:10 to be in class on time)

Middle School Students may purchase items ala carte only if they have a signed Ala Carte permission form on file in the Food Service Office. (**Refer to Food Service information packet**)

<b>Lunch 5-8<sup>th</sup></b>	\$2.80 (No charge for those qualifying for Free lunch)
<b>Reduced Lunch</b>	\$.40
<b>Adult/Guests</b>	\$3.75
<b>Milk <u>only</u></b>	\$.35 (ala carte)

Lunch is served **11:13-11:49(5-6<sup>th</sup>)** and **12:32-1:05(7-8<sup>th</sup>)** each day. (**Subject to change due to special events**)

Middle School Students may purchase items ala carte if they have a signed Ala Carte permission form on file in the Food Service Office. (**Refer Food Service information packet**)

**\*Please note** that **milk only** purchase is considered ala carte and \$.35 will be charged to your child's account. (***This includes those qualifying for Free or Reduced Rate meals.***) Purchasing just milk with a meal brought from home or extra milk with your meal does not meet the USDA requirements for a school meal.

#### **Payment procedures**

The Food service operates on a Pre-payment system through Skyward. We ask that you pre-pay and maintain a positive balance in the Meal account. Students will not be allowed to use other student's lunch numbers.

Payments can be made in the School Office. Parents will be able to monitor Meal accounts by signing up for **Family Access**.

**(Refer to the Food Service information Packet for detailed Meal account procedures)**

**Free and Reduced Meal Applications are included in the Food Service Packet mailing and are available in the School office throughout the School year.**

**\*\*Please note-** if you qualified for Free or reduced rate meals last school year and feel you qualify again this year a new application needs to be filled out and returned to the school for processing within 30 school days to continue receiving meals at the Free or reduced rate.

Food service information can also be found on our Web site- [www.cameron.k12.wi.us](http://www.cameron.k12.wi.us) or by calling the Food Service office at 715 458-5821. (This Institution is an equal opportunity provider)

## **RULES FOR LUNCH**

1. Take your place at the end of the line. Stand quietly while awaiting your turn.
2. As you approach the scan operator, punch in your number.
3. After passing through the serving line, take a seat in the commons. Eat leisurely and enjoy your meal. Keep voices at a conversational level. Keep all food and milk on your plate/tray.
4. No food or milk may be taken from the lunchroom. When you have finished eating, return your plate, utensils, and milk carton to the dishwashing window. Put any refuse in the containers specified.

**MESSAGES TO STUDENTS:** The task of delivering messages to students in school has become very time consuming. Please remember that there are roughly 300 students in the building representing nearly that many different families. Please ask your family to limit their calls to those of an emergency nature. Prior arrangements should be made the night before for alternate busing concerns or picking up your child after school.

**PASS SYSTEM:** If for any reason you must leave class during the time that it is in session; ask the teacher for a hall pass. This pass must may be written in the student planner and carried with you. No one may leave the room without a pass. If a teacher requires your presence for special work he/she will fill out a student pass and give it to you. This pass permits you to report to his/her room at the specified time. This pass may be written in the student planner. Upon dismissal, the teacher will again initial the pass with the dismissal time and the same pass will act as a return permit for you.

**PETS:** Pets are not allowed in school without the permission of the teacher and principal. Permission must be obtained the day before the student wishes to bring his/her pet to school with validated paperwork citing pet is up-to-date on vaccinations. Pets will only be allowed for valid and legitimate educational purposes.

**SCHOOL ARRIVAL AND PICK-UP:** Please remember that supervision at CMS begins at 7:45 a.m and ends at 3:25 p.m. Please drop your child(ren) off no earlier than 7:45 a.m. unless they are attending homework help or prior plans have been made. Please also ensure your child has a prompt ride home after school.

**SCHOOL BUILDING HOURS:** Once students have arrived on school grounds, they are not to leave without permission from the office. No student should be in the building after 3:40 p.m. unless requested by a teacher or participating in a supervised activity or practice. Groups using the building in the evening must use only the section of the building assigned to them and leave all rooms and equipment in proper condition to resume school the next day. Office hours are from 7:30 a.m. to 4:00 p.m.

**SCHOOL GROUNDS AND LAWN:** All students should take pride in keeping our school grounds as beautiful and litter free as possible. Do your part by following the sidewalks as you approach the entrances or leave the building. Stay off the lawn, fences, and shrub areas and refrain from littering

**SCHOOL SUPPLIES:** All general school supplies (notebooks, pencils, etc.) must be purchased by the student. Special supplies needed for class may have to be purchased during the year. In the event that it is necessary to purchase supplies or materials from the school for use in Art or Family and Consumer Education, bring your money to the office and you will be provided the materials necessary.

**SELLING ITEMS ON SCHOOL PROPERTY:** Students are not to sell items for themselves or any outside organization unless the Principal has given prior permission. If written permission is given, all sales must be conducted in a manner consistent with the permission given.

**SNOW DAYS:** Should inclement weather prevent school buses from operating safely, the decision to close school will be made as early as possible. Please listen to the local radio stations – WJMC AM 1240; FM – 96.1 or WAQE FM 1090 for an announcement of school closing or early closing if a storm occurs during the day, or late start due to weather. Families may also be contacted through a phone message system called Alert Now. It is important that phone numbers are kept up-to-date in order to receive these notifications. If schools are closed due to weather, all middle school practices and activities are cancelled for that day.

**STUDENT COUNCIL:** The Student Council will be made up of representatives from each class Grade 5 through 8. The Student Council will help to promote good school citizenship and sponsor various activities on behalf of the Cameron Middle School student body.

**STUDENT INFORMATION:** Students or parents are to notify the office immediately in case of a change of address or home, mobile, or work telephone number in case of emergency. Parents may also access the Skyward Parent Portal to make these changes.

**STUDENT USE OF CONTROLLED SUBSTANCES:** The possession or use of any controlled substance or alcohol on the school premises is a violation of school rules. Therefore, it has been determined that any student at any grade level has or has had in his/her possession any controlled substance, drug paraphernalia, or alcoholic substances, the following disciplinary action will be taken.

1. The student will be suspended from school for a period of three days.
2. The parents of the student shall be given written notification of the reason for the suspension.
3. Since the violation of this school rule also constitutes a violation of the law, the police will be notified.
4. Parents, student and the Principal will meet to discuss the consequences of any future violation.

Should there be a second offense, the student will be suspended, and repeated offenses may result in a recommendation to the Board of Education that the student be expelled.

**TELEPHONE:** The office telephone is for business and emergency purposes only. Pupils will only be permitted to use the phone in cases of emergency (i.e. needs a change of clothing, medication). Phone usage for the purpose of forgotten instruments, books, and homework will be discouraged.

**TEXTBOOKS:** The school furnishes all textbooks and supplementary books and no fee will be charged for their use. They are property of the school district and if they are lost, destroyed, or defaced the pupil to whom the books were issued must pay a fine based on the level of damage.

**TOBACCO/SMOKING:** The use of tobacco products is banned on all school grounds. This includes any school functions on or off site.

**TOYS:** Students should not bring toys to school or on the bus unless requested by a teacher for educational purposes. Students should not bring game boys, trading cards, stuffed animals, hacky sacks, etc. to school. Any toys or games that have been brought to school without teacher request will be brought to the office. Students will be allowed to pick up the toy/game after school.

**VALUABLES:** Students are cautioned not to bring large amounts of money or valuable personal items to school. Students, not the school, are responsible for their personal property. If it is necessary to bring large amounts of money or other valuables to school, leave it in the office for safe keeping. **Do not leave it in your hall locker or your Phy Ed locker.**

**VISITOR(S):** Exterior doors are locked during normal school hours. Outside school hours, exterior doors are locked other than during after school activities and events. Visitors should enter through the main entrance at the principal's office or at designated event entrances for scheduled public events.

School visitors must follow these procedures during normal school hours:

1. All visitors are required to enter through the main entrance at the building office, except when attending scheduled school programs that occur during the regular school day.
  2. Visitors shall request permission to enter by using the "buzz in" intercom system to inform the office staff of their name and nature of visit.
  3. Office staff will "buzz in" the visitor through the locked entry door and allow them into the office. Upon entry, all visitors must go immediately into the office to check in. Office staff will determine if the requested person is available or allowed to be seen. Visitors will not be permitted to visit individual minor students without permission from that student's parent/guardian.
  4. If office staff denies a request to enter, they shall inform administration immediately.
  5. Record the following information in the visitor log book/clipboard:
    - a) Name
    - b) Name of person/classroom he/she is visiting
    - c) Purpose of visit
    - d) Time of arrival
- 
1. All visitors are required to obtain a visitor pass from office staff.
  2. All visitors are expected to observe all school rules and procedures.
  3. When business is concluded, all visitors are expected to report back to the office to sign out and also to return visitor pass.

**Parents In The Building:** All parents are expected to adhere to these visitor guidelines. Parents requesting to see a teacher or to go to a classroom may be denied. Parents wanting to meet with teachers should set up an appointment with the teacher in advance.

## **WEAPONS POLICY**

No one shall possess or use a dangerous weapon or look-alike weapon in school, on school grounds, in school vehicles, or at school sponsored activities except as otherwise specifically provided. A dangerous weapon or look-alike weapon is defined in State Statutes and includes a gun, knife, razor, martial arts equipment, metal buckle, chemical mace, or any other object which, by the manner in which it is used or intended to be used, is

capable of inflicting bodily harm or could pretend to be capable of inflicting bodily harm. State Statute and Board Policy provide penalties for anyone found in possession of one of the aforementioned weapons. Penalties may include:

1. Contact with the parents.
2. Suspension.
3. Referral to law enforcement.
4. Referral for expulsion.

### **WINTER BUS PROCEDURES:**

With the advent of winter weather transportation becomes more difficult and it is not unusual for delays to occur for a variety of reasons. Parents should discuss with their children procedures for handling situations, which may arise:

1. If the bus is running ten or more minutes late, there is likely some kind of problem. It may be that the roads are bad and the bus is getting further and further behind in the route, or it may be that the bus has become disabled. If the bus is ten or more minutes late, children should be instructed to return to the house to wait where it is warm. Buses more than ten minutes late will stop at each house and will wait for the student to come out. Students should not accept rides to school from others unless it is approved by the parents. The school will not authorize non-school personnel to transport students to or from school.
2. Whenever the bus is more than ten minutes late the school should be called. We can communicate with the bus driver and/or the Transportation Supervisor to make a determination as to when they might expect the bus to arrive. In some cases special transportation will be arranged.

From time to time there will be delays in any transportation system, but with good communication of the part of school personnel, parents and children we hope to minimize delays, confusion and discomfort. On winter days children should be dressed warmly and should understand that they will not be in trouble for missing a bus that is ten minutes late if they go back home to wait where it is warm.

**WITHDRAWAL FROM SCHOOL:** Please notify the office as soon as you know you are withdrawing from school so arrangements for this form can be made. All books and property of the Cameron Middle School must be returned prior to withdrawal from school. If the withdrawal takes place during vacation periods, call the office and make necessary arrangements. Skyward will generate a current grade report for students withdrawing from school.

### **FIRE DRILLS OR EMERGENCY ALARM**

Fire drills are held at various times. They are important exercises and could save your life! This is an occasion when disturbances of any kind will not be tolerated. Instructions will be given to you in each area about fire drills. Listen for orders and obey them explicitly. Each room has a fire evacuation route and tornado safety poster posted. Students should familiarize themselves about which exit and/or safe areas to use in various parts of the building.

To prevent confusion, the following rules have been prepared. Know them so that the building can be evacuated in an orderly fashion.

1. Know which exit to use.
2. Walk rapidly – DO NOT RUN.
3. Do not talk during a fire drill.
4. First two students should hold outside doors.
5. Last person leaving the building or room should close the door.
6. Remain outside, well away from the building, until the bell has sounded to return.

### **PROCEDURES FOR TORNADO ALERT**

Students are to follow directions given by teachers for specific areas of the building. General instructions are:

1. Move away from glass windows.
2. Move near walls and solid support areas of the building.
3. Sit on the floor facing the wall or support with your head down and covered by your arms.
4. Get under a table or other supporting structure if possible.
5. Remain in position until the all-clear bell has sounded or you receive instruction from the office.

**School District of Cameron  
Cameron Middle School  
Grades 5-8**

**Internet/Computer & Technology Acceptable Use Policy**

For the complete School District of Cameron Acceptable Use Policy, refer to *Board Policy IIBGA*.

Please read: Upon signing the attached form, both student and parent/guardian are agreeing to the policy in its entirety and verifying that they understand the guidelines of technology and Internet use at school. The student and his/her parent or guardian must sign the Internet/Computer & Technology Acceptable Use Agreement and Consent Form before the student will be allowed to use technologies at school, including the Internet.

**A. Mission Statement:**

The School District of Cameron strives to offer opportunities for students that will prepare them for life and life-long learning. The District provides staff members and students access to the Internet and other technologies as a means to enhance the educational process and to meet educational goals and objectives of the district. Integrated into our school curriculum is the use of technology (which includes, but is not limited to, computers, cameras, video cameras, and the Internet).

**B. Benefits and Responsibilities:**

We believe that benefits to students from access to the Internet and various technologies, in the form of educational resources and opportunities for collaboration, far exceed any disadvantages. Computer facilities and other technologies (which include but are not limited to the all hardware and software, the Internet, audio/video equipment, networks, servers, virtual tools, plus related services) are provided as valuable resources for students to use throughout the day. Many classes require computer access or require students to be familiar with certain software or equipment.

Students in Grades 5-8 will have access to and use of various technologies and web tools at school in accordance with established guidelines. In addition, students in grades 7 and 8 will have the opportunity to check out laptop computers with the sole purpose of completing homework that necessitates the use of a computer. Students' access to technology and the Internet is a *privilege, not a right*. Students are responsible for ethical and professional behavior on the network just as they are in the classroom, school hallways, and school-sponsored events. Teachers shall discuss with students the appropriate use of a technology before utilizing it in the classroom. Technology, especially the Internet, may be used for educational and research purposes only, consistent with the educational objectives of the District.

The network is provided for students to conduct research, communicate with others, and construct educational assignments/products. Access to Internet services and online communication are given to students who agree to act in a considerate and responsible manner. Parental permission is required for independent access (see Consent Form). It is presumed that users will comply with district standards and will honor the agreements they have signed.

**C. Limitations and Safety**

Freedom of speech rights to be exercised within the bounds of acceptable standards of the Cameron School District policies. Teachers and administrators have the right to review files and communications to maintain system integrity and ensure that students are using the system responsibly. Students should not

expect that files stored on district computers will be private. The electronic information available to students and staff does not imply endorsement of the content by the school district, nor does the District guarantee the accuracy of information received on the Internet. The District shall not be responsible for any information that may be lost, damaged or unavailable when using the network.

**CIPA and NCIPA Compliance:** In accordance with the Children’s Internet Protection Act (CIPA) and the Neighborhood Children’s Internet Protection Act (NCIPA), all equipment connecting to the Internet from any connection located within the District’s buildings will be blocked or filtered. This regulation is for the purpose of having a safe environment for school age children. However, the District acknowledges that the potential exposure to inappropriate information is not and cannot be entirely avoided. *It is impossible to guarantee* students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial.

**Cyber bullying:** The District's computer network and the Internet, whether accessed on campus or off campus, during or after school hours, may not be used for the purpose of harassment. All forms of harassment over the internet commonly referred to as cyber bullying are unacceptable and viewed as a violation of this policy and the District's acceptable use policy and procedures. Users are responsible for the appropriateness of the material they transmit over the system. (See full policy for more information.)

#### **D. Unacceptable/Inappropriate Use**

Our computer network and available technologies are provided to enhance the educational process. Using this network for anything other than proper communication and research should be considered a violation. If the user is ever in doubt whether something is appropriate or not, it probably is not. As a District, we encourage students to get the most out of the technology available to further their education!

#### **GUIDELINES FOR USE**

1. Use of the technology and Internet must be consistent with the educational objectives of the Cameron School District. Its use should support the curriculum and/or be curriculum driven.
2. Teachers will determine what constitutes inappropriate use of the Internet or any violation of the Internet/Computer & Technology Acceptable Use Policy. Their decision is final.
3. Students may *only* use technology and the Internet while being supervised by a teacher during the regular school day.
4. Students in grades 7 & 8 may check out a computer from the LMC for the sole purpose of completing homework, and must promptly return the computer to the LMC the following day.

**The following behaviors are examples of inappropriate usage. Keep in mind that it is neither possible nor necessary to specify every type of inappropriate behavior, or every inappropriate circumstance, that would justify action under this Policy.**

- Downloading unauthorized files
- Playing games of any type
- Violating copyright laws
- Excessive use of the internet, e-mail, etc. that interferes with academic achievement
- Using another student’s or faculty’s passwords
- Trespassing in another student’s or faculty’s files
- Using the internet for commercial purposes

#### **E. Consequences for Violations:**

Failure to follow these policies and guidelines may result in loss of Computer/Internet or other technology use privileges and, possibly, school disciplinary action (i.e. suspension). The user shall be responsible for

damages to the equipment, systems, and software resulting from deliberate or willful acts. Illegal use of the network, intentional deletion or damage to files or data belonging to others, copyright violations or theft of services will be reported to the appropriate legal authorities for possible prosecution. Students that receive suspensions will only be allowed to use computers when under direct supervision from a classroom teacher for specific courses set by the building principal. It will be up to the student to arrange how he/she will meet class requirements under these suspensions.

If a student violates the Internet/Computer & Technology Acceptable Use Policy, he/she will lose Technology/Internet privileges:

- 1.) For two weeks for the first violation offense.
- 2.) For four weeks, if a violation occurs a second time.
- 3.) For the rest of the school year, if a third offense occurs.

# POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS (PBIS)

## “A Positive Approach To Behavior Management”

### Cameron Middle School

Positive Behavioral Intervention and Supports (PBIS) is a systemic approach to proactive, school-wide discipline based on a Response to Intervention (RtI) model. PBIS applies evidence-based programs, practices and strategies for all students to increase academic performance, improve safety, decrease problem behavior, and establish a positive school culture. Schools implementing PBIS build on existing strengths, complementing and organizing current programming and strategies. The PBIS model has been successfully implemented in thousands of schools in over 40 states, resulting in dramatic reductions in disciplinary interventions and increases in academic achievement. Data-based decision making is a hallmark of PBIS, allowing successes to be easily shared with all relevant stakeholders.

PBIS serves as a structure and process that organizes, implements, and evaluates multiple initiatives related to social and behavioral improvement (e.g., character education, asset building, Tribes, Discipline with Love and Logic, social skills instruction, developmental guidance, building consultation teams, restorative justice practices, wrap-around services).

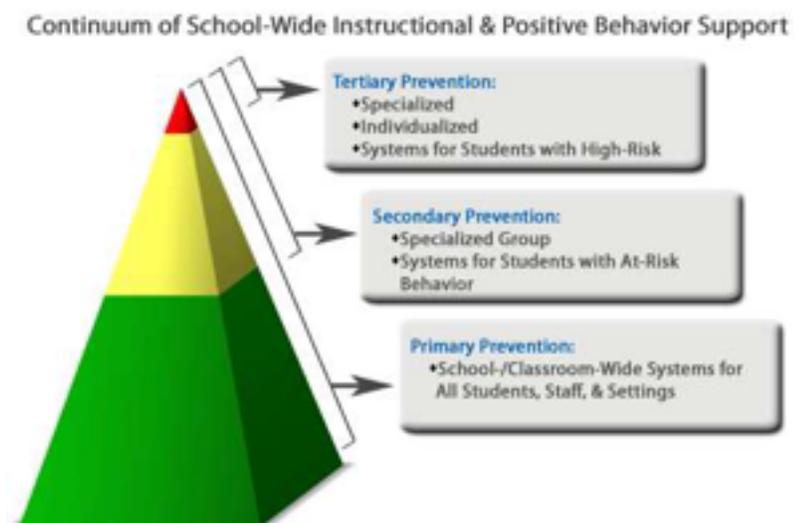
There are three levels of PBIS:

Tier 1: Universal instruction, processes and procedures intended for all students and all staff, in all school settings. Effective instruction at this level results in at least 80% of students meeting social and behavioral expectations.

Tier 2: Supplemental support processes and procedures designed to address the behavioral challenges of groups of students with similar behavior problems or behaviors that occur for the same reasons, (i.e., attention-seeking, escape) and/or across similar settings. Approximately 10-15% of students can require support using these strategies to meet social and behavioral expectations.

Tier 3: Intensive Intervention

Processes and procedures that reflect school-wide expectations for student behavior coupled with team-based strategies to address problematic behaviors of individual high-need students. Up to 5% of students need these strategies to either meet social and behavioral expectations or to successfully cope with their challenges.



<b>Cameron Middle School</b>		<b>Behavior Expectations</b>	
	<b>Be Responsible</b>	<b>Be Respectful</b>	<b>Be Safe</b>
<b>All Settings</b>	<ul style="list-style-type: none"> <li>•Be Prepared</li> <li>•Bring needed materials</li> <li>•Follow school dress guidelines</li> </ul>	<ul style="list-style-type: none"> <li>•Follow Directions</li> <li>•Use school equipment for its intended use and manner</li> <li>•Keep school neat and clean</li> <li>•Use positive language</li> </ul>	<ul style="list-style-type: none"> <li>•Keep hands, feet and objects to self</li> <li>•Maintain personal space</li> </ul>
<b>Assemblies</b>	<ul style="list-style-type: none"> <li>•Be ready to learn</li> <li>•Give speakers and performers full attention</li> </ul>	<ul style="list-style-type: none"> <li>•Listen attentively</li> <li>•Use positive applause/laughter</li> </ul>	<ul style="list-style-type: none"> <li>•Sit in assigned seat</li> <li>•Enter/Exit with class in an orderly manner</li> </ul>
<b>Bus</b>	<ul style="list-style-type: none"> <li>•Arrive on time</li> <li>•Notify office for a bus pass when needed</li> <li>•Sit in assigned area/ seat</li> </ul>	<ul style="list-style-type: none"> <li>•Use conversational voice</li> <li>•Allow others to sit with you</li> <li>•Follow directions from the bus driver</li> </ul>	<ul style="list-style-type: none"> <li>•Remain seated</li> <li>•Stay clear of bus when entering and exiting</li> <li>•Use crosswalk to reach parking lot</li> </ul>
<b>Cafeteria</b>	<ul style="list-style-type: none"> <li>•Know your lunch account number</li> <li>•Keep positive balance in lunch account</li> <li>•Clean up after yourself</li> </ul>	<ul style="list-style-type: none"> <li>•Maintain position in line</li> <li>•Wait to be dismissed</li> <li>•Allow others to join you</li> <li>•Use good manners</li> </ul>	<ul style="list-style-type: none"> <li>•Remain seated once food is purchased</li> <li>•Eat your own lunch</li> </ul>
<b>Gym/ Playground</b>	<ul style="list-style-type: none"> <li>•Dress according to weather conditions/ activity</li> <li>•Wear appropriate shoes</li> <li>•Return all equipment</li> </ul>	<ul style="list-style-type: none"> <li>•Take turns</li> <li>•Stop play when asked</li> <li>•Allow others to join you</li> <li>•Show good sportsmanship</li> </ul>	<ul style="list-style-type: none"> <li>•Stay in designated area</li> </ul>
<b>Hallway</b>	<ul style="list-style-type: none"> <li>•Walk directly to destination</li> <li>•Walk on the right side of the hallway</li> <li>•Keep the flow of traffic moving</li> </ul>	<ul style="list-style-type: none"> <li>•Walk quietly, especially when classes are in session</li> <li>•Keep locker organized</li> </ul>	<ul style="list-style-type: none"> <li>•Walk</li> </ul>
<b>Library/ Computer Lab</b>	<ul style="list-style-type: none"> <li>•Use internet for education and academic purposes</li> <li>•Return materials on time</li> <li>•Leave computer settings "as is"</li> </ul>	<ul style="list-style-type: none"> <li>•Use conversational or quieter voice</li> <li>•Listen to others and work cooperatively</li> <li>•Share materials and space</li> </ul>	<ul style="list-style-type: none"> <li>•Sit in assigned area</li> <li>•Walk</li> </ul>
<b>Locker Room</b>	<ul style="list-style-type: none"> <li>•Bring necessary gym clothes</li> <li>•Change in a timely manner</li> <li>•Wash gym clothes weekly</li> </ul>	<ul style="list-style-type: none"> <li>•Use conversational or quieter tones</li> <li>•Respect other people's privacy and property</li> </ul>	<ul style="list-style-type: none"> <li>•Walk</li> <li>•Use your own toiletries</li> </ul>
<b>Restroom</b>	<ul style="list-style-type: none"> <li>•Use bathroom in a timely manner</li> <li>•Report vandalism/graffiti</li> <li>•Use restroom during breaks</li> </ul>	<ul style="list-style-type: none"> <li>•Respect privacy of others</li> <li>•Wait your turn</li> <li>•Use quiet voice</li> </ul>	<ul style="list-style-type: none"> <li>•Flush toilet</li> <li>•Wash hands with soap</li> <li>•Throw garbage away</li> </ul>
<b>School Sponsored Events</b>	<ul style="list-style-type: none"> <li>•Represent yourself using Comet PRIDE</li> <li>•Clean up your area before leaving</li> </ul>	<ul style="list-style-type: none"> <li>•Represent yourself, school and family positively</li> <li>•Display positive sportsmanship and school spirit</li> </ul>	<ul style="list-style-type: none"> <li>•Stay with your group/ chaperone</li> <li>•Follow rules established by site sponsoring the event</li> </ul>

**CAMERON SCHOOL DISTRICT  
2018-2019 CALENDAR**

<b>AUGUST</b> 6-0					<b>SEPTEMBER</b> 20 - 19					<b>OCTOBER</b> 23.5-21				
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
20	21	22	[23]	24	[3]	4	5	6	7	1	2	3	4	5
[27]	[28]	29*	30*	31*	10	11	12	13	14	8	9	10	11	12
					17	18	19	20	21	15	16	17	18	19
					24	25	26	27	28	22	23	[24]	[25]	[26]
										29	30	31		
<b>NOVEMBER</b> 18-17					<b>DECEMBER</b> 15-15					<b>JANUARY</b> 22.5-21				
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
			1	2	3	4	5	6	7		[1]	2	3	4
5	6	7	8	9	10	11	12	13	14	7	8	9	10	11
12	13	14	15	<16>	17	18	19	20	21	14	15	16	17	18
[19]	[20]	[21]	[22]	[23]	[24]	[25]	[26]	[27]	[28]	21	22	23	24	25
26	27	28	29	30	[31]					28	29	[30]	[31]	
<b>FEBRUARY</b> 20 - 19					<b>MARCH</b> 20.5-20					<b>APRIL</b> 19.5-17				
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
				[1]					[1]	1	2	3	4	5
4	5	6	7	8	4	5	6	7	8	8	9	10	11	12
11	12	13	14	15	11	12	13	14	15	[15]	[16]	[17]	[18]	[19]
18	19	20	21	22	18	19	20	21	22	22	23	24	25	26
25	26	27	<28>		25	26	27	28	29	29	30			
<b>MAY</b> 23-22					<b>JUNE</b> 2-2									
M	T	W	Th	F	M	T	W	Th	F					
		1	2	3	3	<4>								
6	7	8	9	10										
13	14	15	16	17										
20	21	22	23	24**										
[27]	28	29	30	31										

Inservice Day (NO SCHOOL)	[ ]	K-12 Conference Day	[ ]	<b>GRADING PERIODS</b>	
Vacation Days	[ ]	Elementary Inservice Day	[ ]	1 <sup>st</sup> Trimester	11/16/18
*Summer School		End of Trimester < >		2 <sup>nd</sup> Trimester	2/28/19
		**HS Graduation - May 24, 2019		3 <sup>rd</sup> Trimester	6/4/19

<b>Days per trimester</b>		
<b>Trimester</b>	<b>Students</b>	<b>Teachers</b>
1 <sup>st</sup>	55*	61.5
2 <sup>nd</sup>	60	63.5
3 <sup>rd</sup>	61	65.0
<b>TOTAL</b>	<b>176</b>	<b>190</b>
		*3 summer school days

<b>NOTES:</b>
<b>Parent Teacher Conferences - October 25, January 31 and April 16 - NO SCHOOL for all students. Conferences from noon - 8:00 p.m.</b>
<b>Elementary Inservice Day - No School for students in grades PreK - 4</b>
<b>Snow day make-up - First 2 days do not need to be made up for students. Beyond that, make up days would be as follows: April 15, 16, April 17, June 5...</b>

STUDENT NAME: \_\_\_\_\_

**CAMERON SCHOOL DISTRICT  
PERMISSION AGREEMENT FORM  
2018/2019**

*To minimize the process of requesting signatures on different forms required for your son/daughter named above to participate in various school programs, Cameron Middle School has developed this form to help simplify the process. This form will need to be completed prior to your son/daughter participating in any activity sponsored by the Cameron School District. Please read through the complete policies at: [www.cameron.k12.wi.us](http://www.cameron.k12.wi.us) > Click on Middle School > School Documents.*

**Family Handbook**

I agree that I have read, understand, and will obey all rules and policies within the Cameron Middle School Family Handbook.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**Internet/Computer & Technology Acceptable Use Policy (Pages 30-32)**

My signature below indicates that I have read and understand this policy and agree to be bound by its terms. This includes an understanding of the consequences that may occur if any violation of these guidelines occurs including: Loss of internet/computers and other technology privileges, as well as possible school disciplinary action. If the violation constitutes a criminal offense, appropriate legal action will be taken. Lastly, I understand that the complete Internet/Computer & Technology Acceptable Use Policy can be found on the district website.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**ELECTRONIC DEVICES (Pages 21-22)**

The complete policy can be found in the Family Handbook. Violations will be handled as follows:

- **First Offense:** Device will be confiscated and kept in the MS Office. Device may be picked up in the office, by the student, at the end of the school day.
- **Second Offense:** Device will be confiscated and kept in the MS Office and held until a parent/legal guardian can pick it up.  
Parents/legal guardians will be notified and required to pick up the electronic device in the school office.
- **Third Offense:** Device will be confiscated and a meeting will be scheduled with the student, parent/legal guardian, and principal to agree upon further action. The device will remain in the office until such meeting is held.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**Student Photographs and Electronic Recording**

There will be times when the media features various aspects of the Cameron School District and your child's photograph may be shown. If you DO NOT wish to have your child photographed for media purposes, please contact the Cameron Middle School office at 715-458-5810.