

FILER MIDDLE SCHOOL STUDENT HANDBOOK



2012-2013

Filer Middle School Faculty

Gary Moon- Principal
Becky Tremblay- 7th/8th Title, Reading
Alicia Robinson- 8th Science
Susan Huddleston-- Counselor
Theresa Grond- 7th S.S, 7th Math
Melanie Halsell- 7th Music
Jim Krunich—7th Reading, English
Cindy Oneida—8th English
Lana Moss—7th/8th PE
Jerry Guthrie—7th Science, 8th Health
Amy Nelson—8th Reading
Telinda Case—Algebra, 7th/8th Pre-Algebra
Riqui Heinemann—7th/8th Band
Larell Patterson—7th Social Studies
Wendy Pierce—7th English, ESL
Audrey Swayze—7th/8th Special Education
Laureen Metzler—7th Science, 8th Computers

Filer Middle School Support Staff

Debbie Brown—Administrative Assistant
Anna Davis—Special Education Aide
Diane Biggs—Special Education Aide
Deanne Cates—Special Education Aide

Carla Lassen—Mentor

Debbie Haye- Librarian

—Lead PSR

—PSR

—PSR

Superintendents Office

700B Stevens Street
Filer, Idaho 83328
Phone-208-326-5981

Dr. John Graham—Superintendent
Courtney Bingham—Business Manager
Teresa Maritt-Personnel & Payroll

School Board

	Zone	
Bruce Banks	1	735-1390
J. Lea Smith	2	326-4245
Shirley Gailey	3	326-4051
Fred Jaynes	4	326-4051
Aaron Williams	5	655-4442

Food Services

Naomi McGovern 326- 5460

Bus Company

Western States Bus Co. 733-8003

Mission of the Filer Schools

The Mission of the Filer School District in partnership with students, parents, and the community is to provide a high quality education that prepares all students to be life long learners and productive citizens contributing to our community, nation, and world.

Filer Middle School Mission

Filer Middle School is committed to developing responsible, self-disciplined students who are prepared for continued academic success as life long learners.

Filer Middle School Philosophy

Filer Middle School will provide a program of education which will strive for academic excellence, instill enthusiasm for learning, encourage individual responsibility and provide for physical, personal and social needs during the important transition from elementary school to high school.

Middle school students experience rapid changes in their physical, emotional and social development. Therefore, the Filer Middle School program will focus on the following:

1. A strong Core Curriculum which provides reinforcement and refinement of basic learning skills.
2. Cooperative planning by all involved (parents, teachers, students, support personnel, and administrators) with the education of Filer Middle School Students.
3. An extracurricular activities program appealing to the broad range of physical, mental and emotional needs of students.
4. A guidance program that addresses the at-risk student.
5. Filer Middle School will have an age appropriate discipline and security policy to ensure the safety of all students and staff. Special attention will also be paid to the teaching of pro-social skills and appropriate behavior for middle school students.

Drug Free School

The Filer School District would like to make it known to all students and parents that Filer School District schools are drug-free zones. The possession and use of alcohol and illicit drugs by students at school or while attending any school activities are strictly prohibited.

Disciplinary sanctions up to and including expulsion and referral for prosecution will be imposed on students who violate these policies. Information on drug and alcohol counseling, rehabilitation and re-entry programs are available at each building in the counseling offices.

Filer School District Rules

1. Under the Gun Free School Act of 1994 any student who is determined to have brought a firearm onto school district premises (any setting under the control and supervision of the Filer School District) **may be expelled from school for up to one year.** (A firearm as defined in 7.section 921 of title 18, United States code) No Weapons (including all types of knives) may be brought to school.

Any student causing, attempting to cause, or threatening to cause, physical injury to another person may be suspended and/or recommended for expulsion by the Filer School board.

Attempting to use anything as a weapon may result in the student being referred to the Filer School board for expulsion.

The Board of trustees may modify the expulsion requirement on a case-by-case basis as stated in Idaho Code 33-205 and public law 103-382 Section 14601. The disciplining of students with disabilities shall be in accordance with the requirements of Part B of the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973.

1. Profanity and /or vulgarity either in speech or action will not be tolerated at school.
2. Willful disobedience, insubordination, or defiance of school authority will not be tolerated.
 3. Dishonesty, cheating, forgery, and untruthfulness are unacceptable.
 4. Use, possession, and distribution of tobacco or alcohol is not allowed.
 5. Illegal use, possession, or distribution of narcotics is not allowed.
 6. Vandalism, and theft may result in financial restitution and legal action.
 7. Truancy-Truancy is being absent without parental or school permission.
9. Sexual Harassment-Filer School District is committed to providing a safe, positive learning and working environment for everyone. Any deliberate, repeated and unwanted sexual comments, looks, suggestions or physical contact that is found objectionable or offensive and cause discomfort is strictly prohibited and will not be tolerated. The building principal is the person responsible for receiving oral or written reports of sexual harassment. An initial report may be made to a teacher, counselor or staff member, who will then report it to the building principal. Any complaint will be thoroughly investigated. Disciplinary action may include, but is not limited to, reprimand, suspension, or expulsion.

Bullying: Bullying is aggression that occurs when a person(s) victimizes another person(s) through an intentional, unwanted, and unprovoked verbal, emotional, and/or physical action. Bullying can be limited to a single incident. However, most cases are characterized by repeated harmful actions. Every incident of bullying will be thoroughly investigated by the principal or his/her designee. Students must be able to freely report incidents of bullying, and retaliation for reporting will not be tolerated. Students who engage in bullying or retaliation will be punished according to current administrative disciplinary standards. Punishment may range from verbal reprimand to expulsion.

A. Definition of Bullying:

Bullying is aggression that occurs when a person(s) victimizes another person(s) through an intentional, unwanted, and unprovoked verbal, emotional, and/or physical action. It must include the following (3) characteristics:

1. ***Harm:*** Someone is hurt either physically, socially or emotionally.

2. **Unfair Match:** One person is unable physically, verbally, or socially to effectively contest the other person in the group.
3. **Repeated:** The *harm* and *unfair match* are repeated over a period of time.

B. Types of Bullying:

Types of bullying may include, but are not limited to:

1. **Physical:** The bully makes unwanted physical contact on another person(s). Some examples are punching, shoving, and poking. Physical bullying demonstrates the bully's power (intimidation) to others and disempowers the victim.
2. **Verbal:** An unfair match exists between the bully and the victim and the verbal abuse is repeated over time. It is difficult to distinguish this from typical conversations since students often tease and joke in a healthy manner, so the above must apply.
3. **Emotional:** The bully's actions break down a victim's self-esteem. The bully provokes the victim by taunting or mimicking.
4. **Social:** These bullies often isolate the victim by spreading lies or rumors about the victim. Social cliques are an example.
5. **Sexual:** The bully seeks to exert power over the victim through sexually oriented statements or body language. The definition, although close to Sexual Harassment, is different in the frequency and duration of the taunting.
6. **Racial:** The victim is dehumanized by the bully by being viewed through negative stereotypes rather than by the person s/he is.
7. **Cyberbullying:** The bully torments, threatens, harasses, humiliates, embarrasses or otherwise targets another person via a technology device. There are two kinds of cyberbullying: (1) Direct attacks (messages sent directly to another student). (2) Cyberbullying by proxy (using others to help cyberbully the victim, either with or without the accomplice's knowledge).

C. Location of Bullying:

Bullying may occur on or off school property. If off-campus bullying or conduct of a student poses a direct and immediate threat to the health, safety, and welfare of other students or staff in this District, then these students are subject to current administrative standards, and the School Board may expel the students. This is pursuant to Idaho Code 33-205.

D. Disciplinary Action:

Every incident of bullying will be thoroughly investigated by the principal or his/her designee. Students must be able to freely report incidents of bullying, and retaliation for reporting will not be tolerated. Students who engage in bullying or retaliation will be punished according to current administrative disciplinary standards. Punishment may range from verbal reprimand to expulsion.

Filer Middle School General Rules

1. Listen carefully and follow instruction of school personnel.
2. Keep your hands and feet to yourself
3. No running in the hallways.
4. Respect other's property and person.
5. Be on time to class and have your assignments ready to turn in.
6. Speak in conversational tones.
7. Treat others as you would like to be treated.
8. Display respect for others and for authority.
9. Laugh with anyone, but at no one.
10. Do not interfere with people who are working.
11. Leave the school grounds by 3:15
12. No overt romantic behavior
13. No dress code violations
14. No profanity or vulgarity.
15. No wearing hats in the school building

Students observed not following the rules may expect the following, if referred to the office.

1. Warning
2. After school detention
3. Saturday Detention.
4. Work suspension
5. Out of school suspension
6. Expulsion

After School Detention

Students will report to detention by 3:05 PM. Students who miss detention will suffer the following consequences:

- 1st offense- serve double detention.
- 2nd offense-Saturday detention.

After School Detention

Rationale- to provide teachers and the principal an alternative disciplinary action.

Saturday School

Saturday school may be assigned by the principal for students to do make up work or for disciplinary reasons.

Detention and Saturday School will be monitored by the principal or his designee.

Due Process

Throughout this handbook, references are made to student due process rights. Sections J.9 and J.9.1 of the school board policy manual outlining student rights. In disciplinary actions, the student will be made aware of his/her rights and will be given an opportunity to present his/her case. Students have rights established by law. These rights include freedom from discrimination, freedom from unlawful interference in the pursuit of an education, and freedom from unreasonable searches and seizures.

Dress Code

Students who attend Filer Middle School are allowed to wear clothing that expresses their personal style and taste while abiding by the school district guidelines. However, the following types of clothing will not be allowed at FMS:

- Halter tops, tank tops, and/or any clothing where undergarments are visible
- Sleeveless shirts or tops where the shoulders are bare or exposed
- Sun glasses
- Pajamas, slippers, blankets (worn like a shawl) or sleepwear
- Shirts/blouses must have a modest neckline (no cleavage)
- Trench coats
- See-through clothing
- Saggy pants when undergarments are visible or would be visible if not covered by shirt or jacket. Pant must be worn at hip level.
- Underwear worn on the outside of clothing
- Logos, jewelry, innuendoes, symbols or the like that are sexually suggestive (e.g. Porn Star, Playboy Bunny, Big Johnson, Pimp, Hooters, etc.)
- Implied or direct advertising of tobacco, alcohol, and drugs on all forms of clothing or jewelry
- No bare midriffs
- No holes in pants above the knee (where the skin is visible)
- Skirts and shorts shorter than finger-tip length (when shoulders are relaxed)
- Hats in the building during school hours *(Hats confiscated will fall under the same discipline procedure as cell phones)
- Hoods worn on head during school hours
- Hate group clothing
- Gang affiliated clothing
- Muscle shirts
- Bandannas worn in any fashion and of any color. “Do-rags, skull caps, or any form of bandannas are not allowed. Bandannas are not allowed on school grounds (except on certain “spirit days”).
- Chains other than small gage necklaces
- Jewelry that could potentially be used as a weapon such as spiked bracelets
- Backpacks must be stored in lockers and not carried to individual classes
- Shoes must be worn at all times
- Other inappropriate attire as determined by faculty and administration

ATTENDANCE

Students are expected to be in school every day that school is in session. **A student who misses more than 10% of the scheduled school days may be retained at their current grade level.** Upon petition by the parent, waivers for exceptions due to extenuating circumstances may be granted.

After missing school students should:

1. Bring a note, signed by one parent or guardian, to the office. Parents may also call the day of the absence.
2. Have each teacher initial the absence slip.
3. Ask each teacher for their make up work.
4. Turn the completed slip into the office.
5. Complete and hand in make up work.

Students will be given two school days for each excused absence to complete make up work. We encourage parents to call for their student's assignments when they are absent.

Advance Make Up Work

If a student knows in advance that they will miss school for an appointment, family vacation, etc. They should present a note from their parents to the office at least two days prior to the scheduled absence. The student will be provided with an advance make up sheet to take to all of their teachers. This homework will be due on their return from this scheduled absence.

If students are going to miss school for a school activity or field trip, they do not need to get an advance make up slip. However, they may check with each teacher before they miss school and ask for their assignments and turn in any assignments due that day. All assignments will be due on the appropriate due date.

Late for Class

A student will be considered tardy if he is not in his seat in the classroom when the tardy bell rings. All tardies are to be considered unexcused unless the student can present an excuse from the principal or another teacher.

Excessive tardies for each nine week period:

Fifth tardy: Detention

Eighth tardy: Saturday School

Tenth Tardy: Work Suspension

Unexcused Absences-Truancies

1st offense- Saturday detention, no credit for work missed referral to Twin Falls County status offender office.

2nd offense—work suspension, no credit for work missed, possible referral to school board.

The principal will determine whether an absence or tardy is to be excused or unexcused.

Quarter Finals

Students who miss only 1 day, or two days with no tardies may elect to skip the quarter final in that class. Three tardies in a class will count as one absence. The student must also be receiving a grade of C or better in the class. Students who attend school on finals day, must attend all classes and take each final, unless a parent is able provide transportation.

ATHLETICS

1. The Filer Middle School athletic program is open to all 7th and 8th graders. Football, basketball, wrestling and track are available to boys. Volleyball, basketball, wrestling and track are available to girls. Before students can participate in practice for a sport they must have a physical form on file in the office. They must also pay an athletic fee of \$15 per sport and purchase an activity card before they can play in any games.
2. To be eligible to participate in an extracurricular activity, the following educational standards will apply:
 - A. Participants must be passing all but one subject on a weekly basis.
3. A participant will not engage in conduct that brings, or reasonably could bring, discredit to the FMS sports program, the participant, or the school. Such conduct may include, but is not limited to the following:
 - A. Theft, possession of stolen property, or vandalism.
 - B. Engaging in conduct that disrupts the discipline, order, safety, or educational environment of the school.
 - C. Use, consume, possess or distribute alcoholic beverages, drugs or tobacco.
 - D. Being present or associated with a private event in which underage drinking or illicit drugs use is occurring.
4. A participant will attend all scheduled practices, meetings, contests and performances. Athletes should notify their coaches whenever they will be missing when possible.
5. A participant will follow the instructions of the coach or advisor regarding playing techniques, training, team rules or conduct, or other matters related to the activities program.
6. A participant will be responsible for any school owned equipment. The loss or misuse of such equipment will be the financial obligation of the participant.
7. A participant will ride the team bus to and from all games. Permission may be given by the coach for other arrangements when he/she has been contacted by the parents. Written permission should be obtained.
8. A participant will present to school officials a physicians written release following an illness or injury serious enough to require a physician's care.

9. A participant will attend school by 12:30 on the day of any practice or contest in order for the participant to practice or play that day. Exceptions may be made for prearranged appointments.
10. Parent-Coach Relations:
In the event that a parent has a grievance with the coach(s), the following procedure will be followed:
 - A. The first step is to contact the coach and have a dialogue with them to see if the concern can be explained or eliminated.
 - B. In the event that there is still a problem, the principal should be involved with all parties present.
 - C. When the situation cannot be solved by the principal, then the involvement of the superintendent is the next step. And he may wish to involve the Filer School Board.
11. An athletic fee and the purchase of an activity card is required of all athletes. These funds are used to support the total Filer Middle School activities program.

Disciplinary Action

If a participant is found to be in violation of any of the subsections of Rule # 3. The participant may be dismissed from extracurricular activities for the remainder of the activity or school year as determined by the principal and coach. Students dismissed as result of violating subsections c or d will be dismissed from all extracurricular activities for the remainder of the school year. The participant has the opportunity to regain their eligibility status if he/she submits to an approved substance abuse treatment plan, to be completed at their own expense. Upon successful completion of the treatment plan, the participant will regain their opportunity to participate in activities, but not for the activity during which the violation occurred.

Notice of Risk

Student athletes and the student's parents or guardians need to be aware that sports activities can be dangerous and involve risk of injury.

Student Information

Activity Card

Students may purchase activity cards for \$20 each. These cards allow a student admission to all FMS and FHS home athletic events. They also may be used for admission to any National School Assemblies.

Announcements

To find out what's happening at Filer Middle School, listen to all information in the morning bulletin. Announcements will be read aloud during 2nd period. You must have permission from the office to place an announcement in the bulletin.

Closed Campus

Filer Middle School is a closed campus, Parents must check you out with the office and check you in, upon your return. Leaving campus without permission is a major disciplinary violation and parents will be notified.

Assemblies

Students will be able to attend a variety of learning experiences during the school year. National school assemblies can be attended for \$1.00 or an activity card. A study hall will be provided for those not attending the assembly.

Rules for FMS assemblies:

1. Sit quietly before and during the performance.
2. Whistling, booing, and yelling are unacceptable.
3. Keep hands and feet to yourself.
4. Students will travel to and from the assembly in a quiet and orderly manner.

Those students unable to follow the rules will be asked to leave the assembly and report to the principal's office. A student who has been removed from an assembly may lose the right to attend future assemblies.

Bicycles

All bicycles are to be left on the bicycle rack in the front of the building. Students are advised to lock their bicycles. Do not ride bicycles while on school grounds.

Cars

Filer Middle School students are not permitted to drive a motor vehicle to school.

Cheating

Cheating is not acceptable practice. If a student is caught cheating, the following will occur:

1. The student will be given a zero for the assignment.
2. Parents will be notified by letter or phone.

Dances

Most dances will be held from 3:15 to 4:45 PM. Students are required to have a ride pick them up by 5:00 PM or 15 minutes after the dance is scheduled to end. Dances are for FMS students only. Students must be in attendance at school the day of the dance to attend. Students who leave the dance will not be allowed to return. Violation of any dance rule or school rule may result in suspension from future dances.

Library

The FMS library is for students to use and enjoy. There should be no disruptive talking or behavior. All books, equipment, and supplies must be checked out by the librarian or aide. Students are only allowed to check out one book at a time. Students with overdue books or magazines will be fined. If a student loses a book, the student may have to pay for a new one, plus shipping charges. Students may use the library with teacher or librarian permission before school, during lunch, and after school.

Lockers

Equipment, such as lockers belongs to the school district and is available for students to use as a convenience. Periodic inspections of lockers may be conducted at any time, without a search warrant. Illegal or dangerous items will be taken out of lockers. Inappropriate photographs are not allowed on the inside of lockers. Stickers, signs, and similar items are not permitted on the outside of lockers unless principal approval has been obtained. The school is not responsible for any lost or stolen items.

Lost and Found

All clothing, school equipment, and materials found unattended on school property, will be removed and stored in the lost and found bin near the office. Students must check with the office and identify an object, to get it back. Items not claimed will be donated to charity.

Money and Valuables

Students are advised not to bring large amounts of or money or valuables regularly to school. If they do and the items are placed in their lockers, the lockers should have a lock on them and no one else should have the key or combination.

Emergency Closure

If school needs to be closed for the day or students are released early, the Filer School District will contact the local television and radio media.

Entering the Building

Students will be able to come into the building at 8:05 AM. Students will be expected to leave the school grounds by 3:15 PM each day, unless students are in tutorial or detention. Students are not allowed to enter the hallway or classroom areas after athletic practice without permission from the coach.

Fines

Fines will be charged for any lost or damaged items belonging to the school.

Drills

When the alarm sounds, teachers will direct students out of the building in an orderly fashion by the prescribed exit route posted in each classroom. Everyone must exit and remain outside until the all clear is given, upon which time students and teachers should proceed directly to their respective classrooms. During a bomb threat our school will use two evacuation sites, the bowling alley west of the building and the Baptist Church across Highway 30. Students found to have illegally caused a fire drill will be dealt with according to Filer School District procedures. The Filer Police Department will be involved.

Homework

Homework provides students with an opportunity for further practice and will increase time spent on lessons, which will increase the likelihood of achievement. Students will be

expected to complete all assignments. Teachers will grade and/or review homework assignments.

School Buses

A school bus driver is a person of authority and is responsible for the passengers on the bus. The driver will require the passengers to follow the rules of behavior and should receive the same respect given other school district personnel. Only frequent riders are allowed on the bus without a note signed by the student's parents.

Honor Roll

Honor roll status will be calculated for all classes. The requirements for making the Filer Middle School Honor Roll: Straight A- 4.0 GPA (All grades must be A=s)
High Honor Roll- 3.5- 3.99 GPA Honor roll: 3.0 - 3.49 GPA (

Immunization

Parents or guardians enrolling a student in the Idaho Public School System are required to immunize their children for DPT, Polio, measles, rubella, Mumps, and Hepatitis B.

Incomplete Grade

An incomplete grade may be given to a student, who for medical or emergency reasons was unable to complete course requirements; Requirements must be completed within a period to be determined by the teaching team assigned to the student.

Injury, Illness, Medications

School personnel will give all emergency and necessary care to any students who become ill or who are injured on school property. If any further treatment is required, it will be the responsibility of the parents and/or guardians. Parents and guardians will be notified in case of illness or serious injury to the student. Parents are responsible for coming to the school and picking up the child. It is required that parents give the school phone numbers where parents can be reached at any time. School personnel can only administer medication to students as prescribed by the school district medication policy #J 21. A signed medication form must be filed in the office by parents before medication can be distributed. All medication should be left in the office not in lockers. Children who are ill should be kept home. When a child has recovered and is no longer contagious, they may return to school.

Interruptions

Filer Middle School discourages classroom interruptions except in case of an emergency. Please leave a message with the office, and the office will contact your student and/or teacher during the next break.

Insurance

The school, itself, has no insurance for students injured at school. It does, however, encourage parents to purchase on their own or a policy through the school which will help cover the costs should a student be injured. If you are interested in the school plan, information is available at the time of registration. Information is also available, year-round, through the school of

Retention

Although retention may be recommended by teachers, the assignment only shall be made with the approval of the principal, following a review of the individual case. If a student fails more than one class over the course of the year they will be retained in their current grade level. When retention of a pupil is being considered, teachers and school personnel must confer with the student's parents well before the end of the school year.

Records and Reports

A cumulative record of every child who enters school in this district will be kept from the time he enters school and continues through the twelfth grade. It will contain pertinent information on the child's progress and other data which may contribute to the understanding of the child. This record is confidential and it is for the use of school staff only. Federal regulations give parents and students the right of access to their records. This includes the right to deny the school to send or give access of these records without the parent's or student's consent. Please feel free to contact the school if you have any questions concerning records.

Skateboards

Filer Middle School does not allow the use of skateboards on school property. Students may ride them to school and then keep them in the office.

Student Council

There will be student council at Filer Middle School. The student council will help plan dances, activity days, and assemblies.

Student Body Officers

Student body officers will be elected. It is the belief of the staff at FMS that the holding of any class or student body office is a privilege granted by the faculty and students. Therefore, office holders must maintain a C average for each grading period. We believe that all office holders must conform rigidly to all rules established by the board of trustees and FMS. Should any office holder violate any of the major offenses listed elsewhere in this handbook he/she may be dismissed from their office or responsibility. Final determination on removal from office shall be made by the principal.

Supplies

Students should bring a pen, pencil, notebook paper, textbook, and anything else the teacher asks them to bring to class each day. If this is a problem, please see the counselor.

Cell Phones

Cell phones are to be left in the student's locker. They are to be turned off or on silent mode. If a student violates these rules, the cell phone will be taken away until the end of

the day. If the student violates this rule a 2nd time, the phone will be taken away until the student's parents pick it up from the office.

Electronics

Students are discouraged from bringing electronics such as ipods to school. They are not to be used during school hours (7:30 to 3:30).

Drinks

The school offers drink machines for student use. All empty containers should be placed in the proper receptacles. Outside drinks are not to be brought into the building.

ISATS

FMS students will participate in state achievement tests during April and May. FMS is known for their high test scores. Students will be encouraged to do their best.

Complaint Procedure

When a parent has a complaint, it is generally best to try to resolve the problem at the level of occurrence. For example, if a problem relates to a classroom experience, parents should first make an appointment to discuss the matter with the classroom teacher. If the problem is not resolved after the parent-teacher meeting,

Parents should schedule a meeting with the principal. However, if the parent is concerned about a general school situation, relationship, or condition, the parent should talk to the school principal first. If concerns remain after meeting with the staff and principal, please refer to board policy # k.7.

Regular Bell Schedule

1 ST	8:25	-	9:15
2 ND	9:20	-	10:10
3 RD	10:15	-	11:05
4 TH	11:10	-	12:05
LUNCH	12:05	-	12:25
5 TH	12:35	-	1:20
6 TH	1:25	-	2:10
7 TH	2:15	-	3:00

Friday Bell Schedule

1 st	8:25	-	9:05
2 nd	9:10	-	9:50
3 rd	9:55	-	10:35
4 th	10:40	-	11:25
Lunch	11:25	-	11:45
5 th	11:50	-	12:30
6 th	12:35	-	1:10
7 th	1:15	-	1:50