

Saint Michael Middle School Philosophy 2009-2010

Saint Michael Middle School will provide a balanced program and environment to meet the special characteristics and needs of emerging adolescents. Students in middle school grades will be encouraged to be independent and self-directed, not only through classroom instruction, but also in leadership opportunities appropriate for this age. We want our students to feel a strong sense of belonging to their school, church, teachers, parents, and to each other. We want them to know what we expect, to expect praise when they live up to our expectations, and to accept consequences if they don't and then move on with resolve to change.

We have high expectations for good behavior from all our students. Appropriate behavior creates the proper environment for learning. Each teacher expects every student to adhere to the student handbook rules and to follow the posted classroom rules. We have set limits for student behavior and consequences if students go beyond those limits. Parents' support for these limits and consequences is vital to bringing all our students to their fullest social and academic potential.

At Saint Michael School, we believe:

1. Clear goals and high expectations for student performance are essential components of any curricular decisions.
2. Students should practice self-discipline and respect for authority.
3. Students should develop good citizenship traits by practicing tolerance, fairness, equality, and responsibility.
4. Each student is an individual with unique needs and potential contributions to make to society.
5. Every student has the right to a curriculum that is structured, rigorous, and sequential.
6. Each student should be able to apply previous knowledge and to add to his or her knowledge base.
7. Each student should be exposed to and participate in cultural, musical, and artistic endeavors in order to help him or her achieve a well-rounded education.
8. Teachers, parents, administrators, and students **share** in the responsibility of helping each student reach his or her goals.

Saint Michael Middle School Behavior Policy

All students are expected to conduct themselves in a manner that serves to improve the spiritual, social, and educational atmosphere of Saint Michael School. The attainment of self-discipline is inherent in the philosophy of Saint Michael School because the essence of Christian discipline is self-discipline. The lack of self-discipline disturbs the learning atmosphere and infringes on the rights of other students.

An assertive discipline plan at Saint Michael Middle School allows teachers to clarify what behaviors they expect of students and what students can expect from teachers in return. The goal is to have a fair and consistent way in which to deal with all students who misbehave, thereby creating an atmosphere conducive to teaching and allowing more time-on-task for learning.

Students whose behavior is inappropriate will be subject to consequences: written assignment, behavioral detention, in-house suspension or request to withdraw.

Students who receive a detention must report to school on the day designated on the notification form. Parent signature and means of transportation home are required the next school day after the detention is issued.

Students are given ample opportunity to change unacceptable behavior. Students with three **behavioral** detentions in one marking period may not attend field trips or extracurricular school activities for the remainder of the term. Continued inappropriate behavior will result in the request that the student be voluntarily withdrawn. Expulsion is the final alternative.

Homework/Missing Assignment Policy in grades 6-8:

Homework and assignments are designed to reinforce and practice skills learned in the classroom. Homework is meant to be done at home unless specifically allowed by a teacher. For example, math homework may not be completed during science class. A Warning will be issued to students who fail to follow this policy. Students are expected to turn in all assignments on time and without assistance. Copying or comparing homework assignments or other assignments is unacceptable and results in a detention.

Homework is posted nightly on the school website for grade 6-8 students. Students are strongly encouraged to rely solely on their homework agenda book to refer to for assignments. Teachers post homework in the classrooms each period. During times, the nightly postings may be delayed or missing. Students and parents should review the homework website to ensure that all work is being completed at home. Teachers will also post when assignments are coming up and or when tests/quizzes, etc. have been returned.

Each teacher in grades 6-8 has a grading policy for missing assignments/homework. At times, homework may be counted as a quiz/test grade so students are encouraged to do their very best on homework assignments. Each teacher will provide copies of his/her policy to the students. It is the students' responsibility to keep the policies for future reference.

When a student is missing an assignment, the teacher will issue a Warning Notice. The student **must** have a parent sign the form acknowledging the missing work and the form **must** be returned to the teacher the following school day along with the missing assignment. Parents are encouraged to review each teacher's grading policy regarding missing assignments. Failure to return the form and/or the homework will impact a student's overall grade. Students may lose recess if warnings are not returned the following school day along with the missing work. Detentions may additionally be issued.

Students who participate in band, Ski Club or who are absent from class for any reason (including a visit to the nurse) are responsible for finding out what work they missed during their absence. They are expected to have all assignments handed in on time.

***New this year:** Students will NOT be required to have tests, quizzes, papers, etc. below a 70% signed by a parent. The teachers will post on the homework website when these assignments have been returned. It is the students' responsibility to share his/her grade with his/her parents. Parents may follow-up with teachers if they feel they are not receiving the assignments back from their child.*

Conduct and Effort Grades

Any student who receives 3 or more Warning Notices (for academic reasons) in one class per term will receive a 4 (minimum) for Effort on his/her Report Card. Also, any student who receives 3 or more Warning Notices (for behavior) in a class per term will receive a 4 (minimum) in Conduct on his/her Report Card. Please note that a 4 or 5 in effort or in conduct will keep a child off of the Honor Roll.

Make-Up Work for an Ill Student

The teachers feel strongly that each student should have a "Study Buddy" who they can contact to find out what work they missed when they are absent. The middle school daily homework will be posted in each classroom and also posted on the school website (www.saintmichael.com) each night.

Arrangements **will not** be made to have the teachers put together work when a child is absent for one day. A student who is absent for one day is encouraged to ask the teachers for work upon his/her return to school or to call his/her Study Buddy.

If a student is absent beyond one (1) day, he/she should meet with each teacher on the day they return to schedule make-up work.

If extenuating circumstances arise that require an extended absence, the parent will notify the homeroom teacher. The homeroom teacher will coordinate with all of the teachers and will provide a schedule for make-up work that will allow the child sufficient time.

Vacations during school time are not advisable. Work will not be given to the student until he/she returns and must be made up in addition to the assignments given upon his/her return.

Parent-Teacher Communication

When a parent needs to speak with a teacher, a note should be sent to that teacher or a call should be made to the office to set up an appointment. Teachers cannot be expected to meet with parents without an appointment. Questions concerning averages and effort/conduct grades should be directed to the teacher of that class and not to the Main Office. Your child should keep track of his/her grades and should be able to explain why he/she earned the grade they were given. Teachers ask that parents speak with their child regarding poor grades **before** contacting teachers. The teachers work diligently grading papers, test/quizzes, assignments, etc. to assure that a child receives the grade he/she deserves.

Lockers

Each student will be assigned a locker and school lock at the start of the school year. The locker and lock are both considered school property. Students must lock their lockers each day before leaving at dismissal. Students should not share locker combinations with fellow students (unless it is their study buddy). Students are never allowed to open another student's locker without permission. Theft or vandalism are very serious offenses and will be dealt with by the administration. Lost locks will result in a \$10 fee to purchase a new one from the office. You may not purchase your own lock at the local store as it would not be keyed like the school locks. Students may go to their lockers at the start of the day, after 2nd period, before and after lunch, after period 5 and after period 7.

Extra Help Opportunities:

Students in the middle school who are in need of extra help are encouraged to attend Extra Help Sessions offered by their teachers. In addition, the library and computer lab are open on Tuesday and Thursday mornings at 8:00am so that students can work on projects/papers that require the resources

available in the library or computer room. The Extra Help/Open lab times are not socialization hours or times to finish up homework. Students who arrive to school before 8:45a.m. should attend Extended Day Care if they need to complete homework assignments.

2009-2010 Teacher Extra Help Sessions: Beginning Oct. 1st

Mrs. Parker (Math): Wednesday at 8:00 a.m.
Mrs. VanAndel (Science): Thursday at 8:00a.m.
Mrs. Gill (Religion): Thursday at 8:00 a.m.
Mrs. Roy (Soc. Studies): Tuesday at 8:00 a.m.
Mrs. Clifford (Literature): Wednesday at 8:00 a.m.
Mrs. Adam (Grammar/Writing): Tuesday from 3:15-4:00 p.m.
Mr. Ciambella (Spanish): Tuesdays at 8a.m. in the computer room

Students should feel free to split the time in half to see both teachers when two subjects are offered at the same time.

Once a student arrives at school, he/she may not leave the school grounds unless under the supervision of a parent/guardian.

Infractions Resulting in Detentions. Loss of Recess or Loss of Privileges

1. Failure to appear for an assigned detention
2. Chewing gum anywhere on school property (including recess, lunch, etc.)
3. Interfering with the teaching or learning process
4. Failure to obey a faculty member or other adult immediately and without attitude, anywhere on the Saint Michael Parish property, including the classroom, hallways, gathering areas, schoolyard, school hall or church
5. Disrespectful behavior
6. Fighting or aggressive behavior
7. Leaving school grounds without permission
8. Misconduct on the school bus
9. Being in areas that are off-limits
10. Inappropriate interaction between students
11. Forging parent/guardian signature or changing grades
12. Changing grades on progress report or report card
13. Cheating and plagiarism
14. Copying or comparing assignments
15. Vandalism or theft
16. Inappropriate language
17. Harassment in any form
18. Completing homework during class time
19. Other infractions noted by teachers, faculty or administrators

Uniform Violations:

Students who violate the uniform code will be issued a Uniform Violation Notice which must be signed by a parent/guardian. If a student receives three uniform violations in one term, he/she will be assigned a detention.

New this year: During the winter months, students may wear boots but must change into school shoes during homeroom period. They may change back into boots if outside recess occurs and at the end of the day.

No Uniform Days: At certain times during the school year, students may receive No Uniform Passes or the school may hold a No Uniform Day. Students are expected to dress appropriately on these special days. Ripped jeans, t-shirts with inappropriate slogans or pictures, short-shorts, tank tops, sleeveless shirts, flip-flops, etc. are never allowed. Make-up/jewelry rules are the same as on uniform days. Lengths of skirts/shorts must be similar to the length of the school uniform skirts/shorts. Skirts may not be rolled. Students whose attire is inappropriate will call home for a new outfit. Students who do not dress appropriately will forfeit their next opportunity to wear no uniform to school. Make-Up, hairstyles, jewelry rule for regular school days apply on No Uniform Days.

Hooded sweatshirts/t-shirts/etc. are considered outdoor wear and may not be worn during the school day except at outside gym and outside recess.

Drug and Alcohol Policy

Saint Michael School has zero tolerance for drugs and/or alcohol. Any student who uses, possesses, distributes or is under the influence of illegal drugs in school, on school property, or at school sponsored events is **immediately suspended** from school for five days. The Principal, immediately after finding a student has violated the drug abuse policy, will furnish the police department with a complete report and related materials.

Violation of this policy by a student forfeits his/her privilege to participate in any and all extra curricular school activities for the remainder of the school year. Refusal of parents to cooperate with school authorities may result in a C.H.I.N.S. (Child in Need of Services) petition, filed in the Juvenile Court of the Lawrence District Court.

False Fire Alarm

Any student who is responsible for causing a false fire alarm will be referred to the North Andover Police and Fire departments for possible legal action. The student will also be **suspended from school** for a period of not more than 5 days.

Firearms/Weapons

Saint Michael School complies with the prohibitions found in Massachusetts Federal Law c259 s10 on firearms. Guns/knives and weapons of any kind are forbidden on school property. Any student who possesses or uses a weapon will be immediately suspended from school for five days. The Principal will also contact the local police department.

All children are expected to uphold these standards of Christian behavior. Failure to do so may result in disciplinary action. Such action may include detentions, written assignments, community service, in-school suspension, out of school suspension or expulsion. The Principal has the final say in such a determination.

Decisions regarding suspensions are at the discretion of the principal.

Students and Parents must sign the attached contract and return it to the homeroom teacher.

Parent/Teacher/ Student Contract

Middle School Teachers will:

- Prepare and present challenging and interesting lessons
- Be role models for students
- Communicate positively and effectively with students and parents
- Be accurate and timely in record-keeping
- Teach from bell to bell
- Be fair and consistent in all my interactions

Middle School Parents will:

- Agree to fully involve themselves in their child's education
- Supervise homework
- Attend parent/teacher conferences
- Monitor grades
- Expect good behavior and respect for authority from my child
- Encourage effort
- Support the curriculum, policies and personnel of the school

Middle School Students will:

- Co-exist in Christ-like peace and harmony with their peers
- Refrain from any behavior that would embarrass their parents, school or themselves
- Apply themselves to learning and hold themselves to high standards
- Promise to neither give nor receive answers on homework, quizzes, test or projects that are done at home or at school
- Follow all school rules and meet expectations for their behavior, attitude and dress
- Schedule make-up work immediately upon their return to class

Parent/Guardian Signature

Date

Student's Signature

Date

Teacher's Signatures:

Date

_____, _____, _____,
_____, _____, _____,
_____.

A copy of this contract will be kept on file at the school for future reference.