



SPARTAN G.R.I.T.

WELCOME

The faculty and staff at Mason County Central Middle School welcome you to another successful year. By having committed students, as well as a dedicated and enthusiastic staff, we work to establish a culture of excellence. We welcome you into the Mason County Central Middle School “family” and invite you to share in and contribute to our tradition.

This student handbook/planner is designed to help you become familiar with rules, regulations, and procedures at Mason County Central Middle School and at the same time provide you with a tool to help you monitor and organize your class assignments, tests and projects.

So that we can provide you with a safe learning environment, **please read each section carefully** and make certain that you follow the suggestions offered. The Mason County Central School Board Code of Student Conduct and our assertive discipline plan will help us preserve the right of all students to learn and the right of teachers to teach. Teachers will inform their students of classroom rules. Good luck to all of you during this interesting and exciting school year!

MCC MIDDLE SCHOOL MISSION

Preparing our students to be lifelong learners.

MASON COUNTY CENTRAL SCHOOL DISTRICT MISSION STATEMENT

Our actions will inspire and equip students to excel.

VISION STATEMENT

Mason County Central Graduates will have the required skills to *Successfully* COMPETE in their global environment.

**310 W. Beryl St.
Scottville, MI 49454
Phone: 231.757.3724
Fax: 231.757.4820
www.mccschools.org**

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DAILY SCHEDULE

Breakfast	8:00 - 8:20 am
1st Period	8:25 - 9:32 am
2nd Period	9:36 - 10:29 am
3rd Period	10:33 - 11:26 am
4th Period (8th Grade)	11:30 - 12:23 pm
6th Grade Lunch	11:26 - 11:56 am
6th Grade Advisory	12:00 - 12:22 pm
7th Grade Advisory	11:30 - 11:52 am
7th Grade Lunch	11:52 - 12:22 pm
4th Period (6th & 7th Grades)	12:26 - 1:19 pm
8th Grade Lunch	12:23 - 12:53 pm
8th Grade Advisory	12:57 - 1:19 pm
5th Period	1:23 - 2:16 pm
6th Period	2:20 - 3:13 pm

Spartan G.R.I.T.

At MCC Middle School we have a set of expectations for our students and we want to be certain our students know the expectations through modeling and teaching. In areas of our school you will see posters reminding of the behaviors expected in Spartan G.R.I.T. These behaviors vary depending on the location in the building but all are based on being proud to be a Spartan! What does it mean to have SpartanG.R.I.T.? The following:

G = Gratitude

R = Resilience

I = Intellectual Curiosity

T = Trustworthy



When students follow these simple guidelines for behavior in every area of the building and when dealing with fellow students and staff our building is an incredibly positive place to be. We hope you will join us in modeling these behaviors with our students whenever you are in the building. Please take note and look around the next time you are in the Middle School and you will see the G.R.I.T. posters throughout the building.

Part of this initiative also involves literacy. It is important in this initiative to teach academic success and behavior success side-by-side. We are working to implement research-based interventions connected to the essential components of a comprehensive reading program.

Middle School Dress Code

We have always had reason to be proud of our students. It is the opinion of the middle school that **students should report to school ready to work and learn**. Consequently, CLOTHES WHICH ARE EXCEEDINGLY CASUAL IN CUT AND/OR MESSAGE ARE NOT CONSIDERED APPROPRIATE for school dress. Students may use the guidelines for school dress adopted by the MCC School Board. Any type of dress or hairstyle that is disruptive to the learning environment, immodest, unsanitary or unsafe is prohibited. Please note our “no skin zone”. This visual assists students and parents in determining appropriate dress for the middle school.

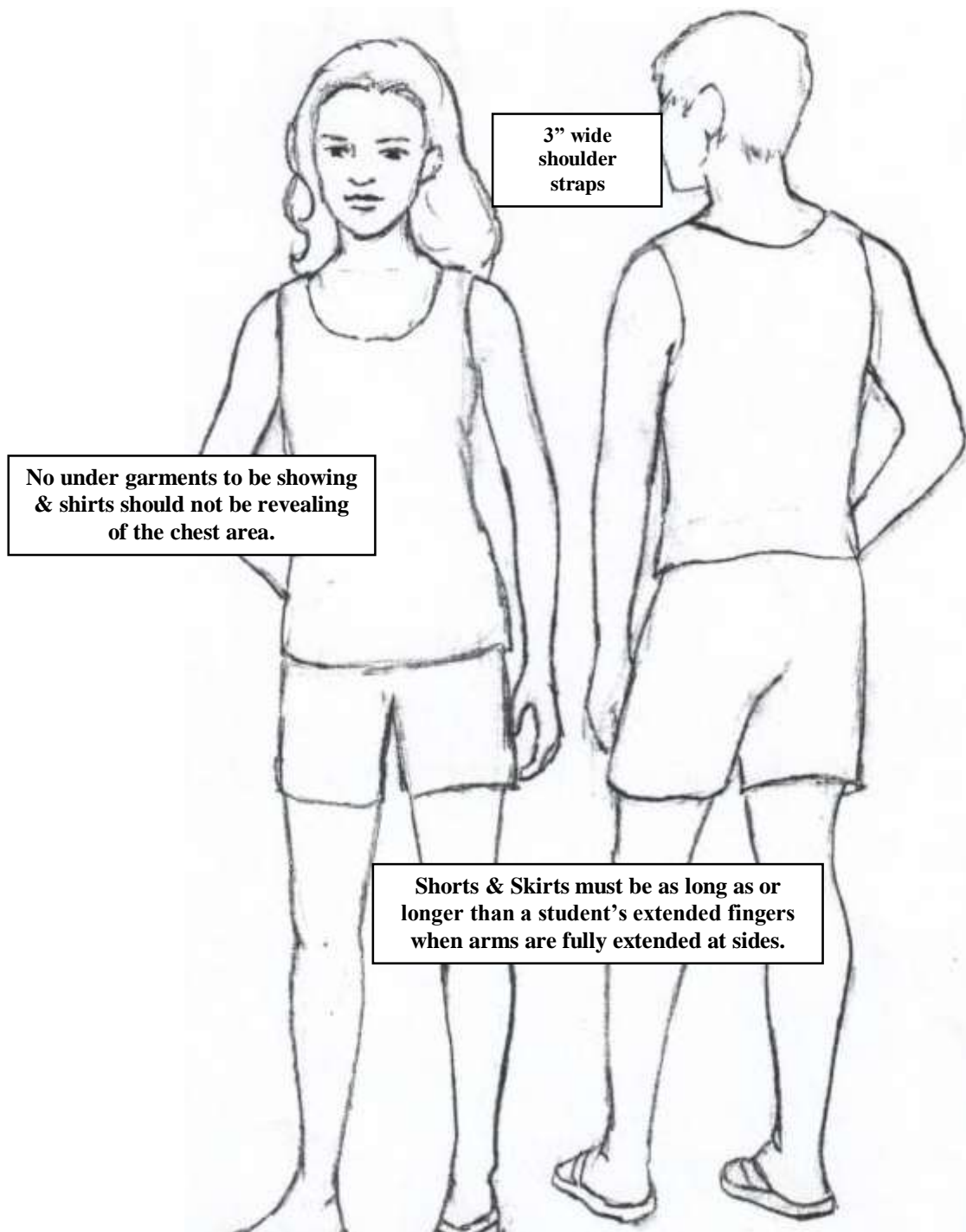
- Shorts and skirts MUST be of proper length. In order to determine if the length of this type of clothing is acceptable, the student must be able to stand up straight, with arms and hands fully extended at their sides. If the shorts or skirts do not reach the ends of the finger tips or reach mid thigh, the shorts or skirts are unacceptable. These guidelines will be used by staff to determine if the clothing worn is appropriate. If it is determined that the clothing is inappropriate, the student will be asked to call home for a change of clothes.
- Only tank tops with 3” width shoulder straps will be permitted.
- No low-cut shirts – shirts should not be revealing of the chest area. Any apparel where under garments are visible, or are too revealing in the neckline or of the back, are not acceptable.
- Shirts with no sides are not permitted.
- Shirts with negative or inappropriate sayings/slogans and/or advertising alcohol or tobacco products are unacceptable for school.
- While articles of clothing contain slogans such as “I love boobies” stand for Cancer awareness, they are not conducive to the Middle School learning environment and are not permitted.
- Pants, jeans, shorts, must be worn no lower than 3 inches below the navel.
- Pajama pants and slippers are not to be worn at school.
- No hats or hoods.. Cultural head dress may be worn as long as it is not gang-related.
- Jeans/pants with holes above “fingertip” length or above mid thigh may not be worn in school.
- Mask must be worn appropriately at all times, covering the nose and mouth. Masks with negative or inappropriate sayings/slogans and/or advertising alcohol or tobacco products are unacceptable for school.

A student who wears clothing or other articles to school which create disturbances or encourages negative behavior will be required to change their clothes. Repeated offenses will result in further discipline action.

Clothes which are exceedingly casual in cut and/or message are not considered appropriate for school dress.

Any type of clothing or hairstyle that is disruptive, immodest, unsanitary or unsafe is prohibited.

“NO SKIN ZONE”



STUDENT SERVICES

COUNSELING

Social work services are provided for students and consultations are available for parents regarding situations which have an impact on school performance/well being. Due to staffing, we cannot provide in-depth one-on-one services. Our social worker can refer students who need/require more intensive counseling to one of several local outside agencies.

CONFIDENTIALITY IS MAINTAINED IN ALL PERSONAL/PRIVATE MATTERS WITH THE
EXCEPTIONS OF DISCLOSURE OF INTENDED HARM TO SOMEONE ELSE/SELF OR
ABUSE/NEGLECT.

TELEPHONE

CELL PHONES are only to be used in the office – with teacher/office staff permission. Otherwise, cell phones are to be kept in student lockers. **We ask that parents please call the office with messages for students rather than their child's cell phones.** Please also extend this courtesy in regards to sending text messages to your children during the school day.

The telephone in the office is for school use. Our student council came up with the following guidelines:

Office Phone
Emergency
Sick
Hurt
If ride doesn't show up
If practice has been cancelled

Other cases will be determined by office staff.

MESSAGES

Only emergency messages will be delivered during class time. Other important messages are delivered one time per day, at approximately 3:00 p.m. Parents are asked to call no later than 2:45 p.m. with messages for students.

MEDICATION

In accordance with state law, the office can administer medication as per the written directions of a physician with written permission of the parent. All medication including both prescription and over-the-counter types are to be dispensed by authorized personnel in the office only. Parents should bring the medication to the office with written authorization for dispensing (signed and dated by the parent/guardian), directions for administration, and in the original container. **Students are not to carry medication during the school day.** Unused medication is to be picked up by parents from school at the end of the school year. Any medication not picked up by the conclusion of the summer office hours (2 weeks after school is out) will be disposed of properly.

VENDING MACHINES

Water machines will be available during the day.

BREAKFAST AND LUNCH

Breakfast and lunch are both served in the MCC Middle School cafeteria. Students may purchase complete meals, bring lunch from home, or purchase milk or additional snacks. All students must eat in the cafeteria unless prior arrangements have been made with the office. For breakfast, only students who are eating are allowed in the cafeteria, all others will be asked to wait in designated areas.

LOST AND FOUND

Students should check in each of their classrooms for lost articles. All lost items are taken to the lost and found or school office. A student should check at least twice before giving up on a lost item. Unclaimed articles are donated to our homeless student program or to charity.

SAFETY/SECURITY DRILLS

We are required by law to conduct both fire and safety/security drills throughout the school year. It is necessary in some instances for students to be outside during these drills. Students typically will not know when a “drill” is scheduled. It is imperative that students come to school with appropriate footwear and dress to handle situations such as our drills in any type of weather.

STUDENT HANDBOOK

This handbook is designed to assist you. Space in this planner does not allow the inclusion of all school policies and regulations.

STUDENT PLANNERS

Should be carried at all times. Planners will be used as student hallpasses and must be filled out properly and signed by a teacher prior to entering the hallways or pods during class time.

STUDENT GUESTS

At the present time, the middle school discourages students bringing other similarly aged students as guests. No high school students or non-MCC MS students are allowed into our middle school functions and similarly no middle school students are allowed into high school functions.

HEARING & VISION SCREENING

The local Health Department is required by law to provide hearing and vision screening to pre-school and school-age children. Technicians are in the schools providing this service at certain grades throughout your child's school experiences. If you do not wish to have your child screened for vision and hearing please notify the school office.

LOCKERS (Hallway & Locker Room)

1. All students will have an opportunity to have a school locker for storing their school materials and personal belongings.
 - Each locker will have only one occupant.
 - The locker occupant will be registered in the office.
 - This locker is assigned to **YOU AND YOU ONLY**. Students are to only use their own lockers.
 - Doing otherwise may subject the student to disciplinary action.
 - Students are to stay in their assigned locker and not to switch or move to another locker.
 - **Under no circumstances are students to share lockers.**

You will receive your combination from your teacher. **YOU ARE NOT TO GIVE THIS INFORMATION TO ANY OTHER STUDENT** (not even your best friend) as this will destroy the security of your locker.

2. The school will not be responsible for anything lost or stolen as it is your **RESPONSIBILITY** to keep your locker combination **CONFIDENTIAL** and your locker locked at all times. Do not bring unnecessary items to school to store in your locker. Recovery of stolen or misplaced items is difficult.
3. Lockers are the property of the school district and the school retains custody and control of the lockers. Periodic search and inspection of lockers with or without students present for health, safety, or other reasons will be conducted. Students may not be given notification of locker searches. This includes the belongings in the lockers as well. Students should not presume privacy of lockers and other school assigned storage areas. Those who do not keep lockers clean could lose the privilege of having a locker.
4. The locker occupant will be responsible for all destruction and vandalism of their own doing to their locker. Students and parents will be charged replacement cost or repair fees.
5. Glass containers are not permitted in school lockers (especially cologne or perfume).

STUDENT ACTIVITIES

STUDENT ASSEMBLIES

Assemblies are occasionally held as a regular scheduled part of the curriculum and, as such, are designed to be educational as well as an entertaining experience. They provide one of the few opportunities to learn formal audience behavior. Regardless of the type of program, courtesy demands that the student body be respectful and appreciative. In live entertainment, the performers are very conscious of their audience. Whispering, whistling and stomping of feet are discourteous. Talking and booing will not be tolerated. Applause is the acceptable method of showing appreciation. Students who display unacceptable behavior will be denied the privilege of attending future assemblies.

FIELD TRIPS

Field trips are considered to be an educational experience and an extension of the classroom. Field trips are more difficult to supervise; therefore, students must assume more responsibility for their behavior. A student's past behavior and attitude will have a direct bearing on whether they will be included on field trips or outings. When a student's unacceptable behavior results in a second suspension, he/she forfeits the privilege of attending any or all future trips for that school year. In some cases, it will be necessary for a parent to accompany their student in order for him/her to attend the field trip. The following specific regulations will help determine if a student is permitted on a field trip.

1. Persistent disobedience.
2. Skipping school.
3. Disregard for authority.
4. Smoking on school property.
5. Drinking and/or substance abuse.
6. Suspension from school for unacceptable behavior.

There may be requirements for students to attend specific field trips. Participation in some field trips may be contingent upon specific behavioral requirements and work completion.

SPORTS

All seventh and eighth grade boys and girls are encouraged to participate in our athletic activities. Girls can take part in basketball, cross country, wrestling, volleyball, track and cheerleading. Boys can compete in football, cross country, basketball, wrestling, and track. Each student-athlete is expected to maintain high academic performance and be passing their classes. Coaches, in cooperation with the classroom teachers, will establish and enforce minimum standards. Student-athletes are expected to be passing all classes. Should a student be failing a specific class, they have one week in which to bring that class to a passing grade or they will be ineligible the following week.

Athletes will be required to know and observe the established training rules. The middle school is particularly firm in its belief in enforcing these rules. We wish to maintain our reputation of good sportsmanship and school pride. Only athletes who obey the training rules will be permitted to represent the middle school. Smoking, consumption or distribution of alcohol or drugs in any amount, at any time, will result in discipline that may result in removal from the team for the remainder of the season. Unacceptable behavior, such as damaging school property, theft, disrespect for authority, persistent disobedience or negative attitude, may result in dismissal from an athletic team.

EIGHTH GRADE DANCE

At the end of the year the eighth grade staff celebrates with the eighth grade students by organizing a dance. Attending the dance is a privilege as is any other extra-curricular activity. Attendance at the dance is contingent on a student earning at least 64 of the 80 possible points at that time in the school year. If a student has not earned enough honor points they may make a formal appeal to the 8th grade teachers to attend. A student must be in attendance for at least the second half of the day of the dance in order to attend that evening, unless the absence has been pre-approved by the principal. Any student serving an out of school suspension at the time of the dance is not allowed to attend, regardless of the number of honor points earned. Only 8th grade students currently attending MCC Middle School may attend the dance.

ACTIVITY FEE/FUNDRAISING

Grade level field/reward trips and some school activities are funded through other means than the general school budget. Therefore a grade level activity fee is required to cover the expenses associated with these unique student events. The activity fee amount will be communicated by grade level and is to be turned in to your student's homeroom teacher. The activity fee may be paid in two installments due Oct. 30 & Feb. 26. If need be, students may have opportunity to raise funds to help cover the activity through working school associated events or by other means. There may be program specific fundraisers in regards to band and/or athletics held at other times of the school year.

Activity fees are NOT refundable even if a student does not participate in the activity.

Students are prohibited from attending all after school activities on a day when they were not in attendance at school.

STUDENT ATTENDANCE

ALLOWED NUMBER OF ABSENCES

1. Any student missing more than thirty (30) days will be considered for retention. While we do follow the guidelines below, there is room for administrative discretion.
 - A. After ten (10) unverifiable absences a letter will go home.
 - B. After fifteen (15) unverifiable absences intervention will be required and law enforcement will be notified.
 - C. Additional unverifiable absences will be grounds for prosecution by the prosecuting attorney
 - D. Unverifiable absences will be tracked from school to school and parties will be held accountable to the same standards through this tracking.
 - E. Verifiable absences are only those documented by a physician, dentist, counselor or other health professional, or funeral as determined by the building principal.
 - F. Unverifiable absences are any other absences **including those that are prearranged.** *** It is important that parents/guardians understand that notes from home will not be counted as verifiable absences.

ATTENDANCE AND EXCUSES

Regular school attendance is required by state law. Students are expected to be in school each day. There are many valid reasons for missing school; however, excessive unverifiable absences have an impact on academic performance. Chronic offenders may be referred to our local court for prosecution. The law states that parents who fail to comply with the school attendance laws may be guilty of a misdemeanor.

STEPS TO FOLLOW WHEN ABSENT:

1. By Michigan State law, parent or guardian must provide the school an excuse giving name of student, date(s) of absences, and reason for absence. **Please call or stop at the Middle School Office by 10:00 A.M. on the date of the absence.**
2. It is **the student's responsibility** to get all make-up assignments from teachers. It is also the student's responsibility to see that all make-up work is completed and turned in.
3. All work assigned during a pre-arranged absence must be turned in the day the student returns, unless other arrangements have been made by the teacher.

LATE ARRIVALS

Any student reporting to school after first hour begins is required to check in with the office. The office will process all admission/tardy slips. If there is no valid reason for being late to school, an unexcused tardy will be recorded.

LEAVING SCHOOL EARLY

If you must leave school during the day for any reason, you must report to the office before leaving. Parents or guardians listed on the emergency card must sign students out before students may leave the school. **Unless it is an emergency we ask that parents/guardians refrain from signing students out during the last 15 minutes of the school day. Students often gain valuable instruction about homework, announcements, and class assignments during this time.**

PRE-ARRANGED ABSENCES

Pre-arranged absences may be approved by notifying the school in writing three (3) days prior to the period absences. Current attendance record in combination with present level of school performance shall be factors used to determine the approval of pre-arranged absences. Students are responsible for their homework completion during pre-arranged absences.

EXTENDED ILLNESS

For absences of three days or longer, parents may call the school to request assignments. A second request for assignments will be honored after the work for the first request has been turned in. Request for make-up assignments may be picked up in the office the day after the request is made.

If parents would like to pick-up homework due to either pre-arranged or extended illness at least 24 hour notice is required. We do not promise that all missing work will be sent home. Students may still have work waiting for them when they return to school. Failure to pick-up homework on the agreed date will result in subsequent requests not being honored.

TRUANCY

Students absent from school without the consent of the parent or the school are considered truant. The parent/guardian will be notified and a full day of SRC will be served. Additional disciplinary action up to and including juvenile court referral will be taken.

PERFECT ATTENDANCE

Perfect attendance is just that - PERFECT. It means no days absent, no times late to class, no doctor appointments, injuries/ailments, times sent to SRC, etc. We honor each student at the end of the year when they achieve this special milestone.

TARDIES

To be successful in class & gain full instruction students must arrive on time to class and prepared to work. Failure to do so will be recorded as a tardy by individual teachers. Once a student receives three tardies in a teacher's class, the student will be required to serve a lunch detention. Each successive tardy in that teacher's class will result in a lunch detention. Once a student receives their 5th tardy and resulting lunch detention, the student will be referred to the office for further disciplinary action.

PROMOTION/RETENTION - General Guidelines

Students who fail two or more classes during multiple trimesters will be looked at for retention. Other factors, including attendance, (see Student Attendance) will be considered. If a student is in jeopardy of retention the student's parents/guardians will be notified as the school year closes. **Appeals are to be made to the building principal. Any decision by parents to move a child to the next grade after retention has been recommended must be done in writing.**

STUDENT/PARENT/STAFF RESPONSIBILITIES

The Mason County Central Middle School is dedicated to creating and maintaining a positive learning environment for all students. All members of our learning community—including students, educators (including teachers, secretaries, custodians, aides, paraprofessionals, and other school personnel), parents, and engaged service providers—must assume

a responsible role in promoting behavior that enhances academic and social success. Courteous, respectful, and responsible behavior fosters a positive climate for the learning community. Those responsibilities include, but are not limited to, the following:

Students have the responsibility to:

1. take responsibility for your learning and recognize that it is a process.
2. Attend school regularly, arrive on time, and be prepared to learn.
3. Respect yourself and others in class, on school grounds, on buses, and at any school-related activity.
4. Respect the rights and feelings of fellow students, parents, educators (including teachers, secretaries, custodians, aides, paraprofessionals, and other school personnel), visitors, and guests.
5. Work within the existing structure of the school to address concerns.
6. Know and comply with school district rules and policies.
7. Participate in your learning communities, including helping formulate rules and procedures in the school, engaging in school-related activities, and fostering a culture of respect for learning and for others.

Parents have the responsibility to:

1. Take responsibility for your child(ren)'s development as learners by, as much as possible, providing a home environment suited for learning and developing good study habits.
2. See that your child(ren) attends school regularly and on time.
3. Provide for your child(ren)'s general health and welfare as much as possible.
4. Teach and model respect for yourself, your child(ren), and all members of the school community.
5. Support the school's efforts to provide a safe and orderly learning environment.
6. Know and support the school and district rules and policies and work within the existing structure of the school to address concerns.
7. Advocate for your child(ren) and take an active role in the school community.
8. Attend your child(ren)'s parent/teacher conferences.

Staff have the responsibility to:

1. Take responsibility for students' development as learners, including their academic success and positive social-emotional development, recognizing that children should be subject to behavior management and discipline policies appropriate to their ages and levels of understanding.
2. Model and provide a mutually respectful and accountable atmosphere for learning that includes all members of the school community.
3. Cooperate and schedule conferences with students, parents, and other school personnel in an effort to understand and resolve academic and behavioral problems. Make every effort to accommodate families whose work schedules, access to transportation, or distance from school limits their ability to meet or participate.
4. Keep parents informed of their students' challenges, effort, and success.
5. Encourage students to participate in classroom, extracurricular, and other school-related activities.
6. Know and enforce the rules and policies consistently, fairly, and equitably.
7. Participate in formulating rules and procedures and other learning and developmental opportunities in the school.

TYPES OF DISCIPLINE MEASURES

Restorative Justice - Whenever possible, restorative justice practices will be used in order to promote positive student behavior. Restorative Justice is the process of healing the harm by coming to an agreement between those that were harmed and those that did the harming.

Before School Detention – Misbehavior may result in loss of before school privileges. Students, upon their arrival on school grounds, will spend their time prior to the first bell in a room assigned for Before School Detention. Student will be required to work with a teacher on learning and demonstrating proper student behavior.

Lunch Detention - Misbehavior may result in loss of normal lunchtime privileges. The student will spend their lunch period in the Student Responsibility Center or an area designated for lunch detention..

Student Responsibility Center (SRC) – The focus is put on the student to think responsibly for him/herself. The SRC room is located in the library. While in SRC, students will be required to fill out a reflection “Think Sheet” on how to improve their behavior.

In-School Suspension - The student will report to SRC and remain there for the entire day. Staff will bring materials to the student to work on or the student will be reading an AR Book.

Out-of-School Suspension-The suspension of a student from school and school –related activities for a specified period of time or until the fulfillment of a specific set of conditions. **Students are prohibited from attending all after school activities on a day when they were on an out-of-school suspension.**

REVERSE SUSPENSION FOR MONTH OF MAY & JUNE

For out-of-school suspensions being served in the month of May and June, students will serve one day at the time of suspension. For suspensions in excess of one day the remainder of the suspension may be served from the last scheduled day of school, backward. For example, if the last scheduled day of school is June 5th and a student receives a two day out-of-school suspension on May 8th, the first day will be served immediately and the second day may be served on June 5th.

Behavior Contract-Persistent misbehavior may require the development of an individualized behavior contract with specific consequences that address the inappropriate behavior and help to maintain the integrity of the classroom.

Expulsion- The permanent exclusion of a student from school.

General School Regulations

1. Any staff member has the AUTHORITY TO REPRIMAND any student for misconduct while the student is on school grounds or at any school related activity.
2. A pass must be used to travel about the building other than during the normal passing periods. Students will not be allowed to return to their lockers for materials left in their locker during class time.
3. Squirt guns, Water balloons, rubber bands (used to propel items) ETC. are not permitted in the middle school.
4. Any object that distracts from the learning environment is prohibited in the classroom. Example: Toys, FIDGET SPINNERS, cards

5. KNIVES AND OTHER DANGEROUS WEAPONS are not permitted in the middle school. Any dangerous weapon found at school may be turned over to law enforcement and the student(s) involved will be suspended/expelled according to State law. State law provides for 180 days of expulsion for a dangerous weapon in school.
6. STUDENT ELECTRONIC EQUIPMENT, GAMES AND ANY ELECTRONIC COMMUNICATION DEVICE (ECD) may be used with discretion prior to and at the conclusion of the school day. They are to be stored in your locker during class time and turned off. Misuse will result in their confiscation. **At no time shall the District be responsible for preventing theft, loss or damage to cell phones or ECD's brought onto school property.**
7. CELL PHONES must be in a student's locker during the school day and turned off. Any cell phone seen during the school day will be confiscated whether in use or not.
8. CYBER BULLYING is defined as using the Internet, interactive and digital technology to harass, humiliate, or embarrass another student or adult. Typically Schools will NOT be involved in the resolution of cyber bullying which occurs outside of school unless the residual effects of the situation cause substantial disruption that violates the student code of conduct within the school environment.
9. "SEXTING" is the act of sending sexually explicit text messages, photographs, and/or videos to another person. "Sexting" is not only inappropriate and forbidden behavior; it also violates many state and local laws. Students and their parents need to be aware of the possible criminal consequences and penalties for possessing, producing and disseminating pornographic and/or sexually explicit material. Once a harassing post, picture or a video is on the internet, it may be viewed, copied, and pasted hundreds or thousands of times.
10. There shall be NO PUBLIC SHOW OF AFFECTION in the building or on school grounds.
11. Students may bring PETS to school if it pertains to a project in their classroom. Permission must be arranged with the teacher(s) and the office in advance. Pets that are dangerous, poisonous, or contain venom shall not be allowed on school property.
12. During lunches students are to be in either the cafeteria or designated area (gym/outside) at all times. If students do not follow these and other guidelines they will be sent to SRC. Students should always:
 - a. observe good dining room standards at the table
 - b. remain seated unless in line or cleaning up
 - c. leave the table clean and orderly
 - d. return trays, eating utensils, food scraps and all trash to the proper recycle or trash container
 - e. NEVER CUT IN FRONT OF SOMEONE IN LINE.
13. Students are not allowed in the hallways before school. Students are to enter the building using the doors by the gym and must remain in the cafeteria or gym until dismissed by the staff at the start of the school day.
14. Students need to exit the building promptly at the end of the school day. Those students riding busses need to go directly to their busses and load the bus promptly. If students are walking they need to exit school property and walk home immediately after school.
15. Students are responsible for abuse or damage to SCHOOL PROPERTY, including textbooks, tables, chairs,

walls, restroom fixtures and lockers. Fines will be assessed for books which indicate abuse. Replacement cost will be charged to those students who have excessive abuse or lost books. If a student has book fines not paid, that student will NOT be allowed to participate in the end of the year field trip.

16. MCC Middle school has a CLOSED CAMPUS. This means that students are required to remain on school property the entire school day. Students may leave only if their parents/guardian pick them up at the office and sign them out.
17. State law requires FIRE, SAFETY, AND TORNADO DRILLS. During a drill, listen carefully to instructions given by your teacher. Proceed to the safe area quickly and quietly until an all clear signal is given by the office. Advance warning may not be given as to the time of these drills.
18. Students sent home because of HEAD LICE must be NIT FREE in order to return to school. Mason County Central School Board has adopted the "Community Standard for the Control and Management of Head Lice". This "standard" was developed in 1998 and reviewed, approved and adopted by the local schools, health department and Family Independence Agency. All children with signs of scabies, head lice, ringworm, pinkeye, or impetigo will be sent home until the condition is no longer communicable.
19. The riding of bikes and skateboards will not be permitted inside the school building. Skateboards and bikes are not to be ridden on sidewalks between and in front of the Middle school and Upper Elementary.
20. Other regulations may be added, deleted, or adjusted without notice as determined by the building staff and administration in order to provide a safe learning environment.

MCC MS Problem Behavior Definitions

Minor Problem Behavior Staff Managed	Major Problem Behavior Staff Managed	Major Problem Behavior Office Managed
Major - Office Managed Only	Major - Office Managed Only	Skip Class: <ul style="list-style-type: none"> Leaving, or missing, class (or school) without permission
Inappropriate Language: <ul style="list-style-type: none"> Student speaking calmly in a conversation and inappropriate language is used 	Abusive/Inappropriate Language: <ul style="list-style-type: none"> Foul Language Repeated inappropriate language 	Abusive/Inappropriate Language: <ul style="list-style-type: none"> Foul Language directed at staff or another student Language is specifically directed towards another person Continuous/repeated foul language
Major - Office Managed Only	Major - Office Managed Only	Bullying: <ul style="list-style-type: none"> The repeated delivery of direct, or technology based messages that involve intimidation, teasing, taunting, threats, or name calling
Defiance/Disrespect/ Noncompliance: <ul style="list-style-type: none"> Not following classroom rules, directions, procedures Unprepared for class Talking back Lying 	Defiance/Disrespect/ Noncompliance: <ul style="list-style-type: none"> Refusal to do what is expected Talking back to the teacher but the student is able to re-engage when re-directed Repeated lying 	Defiance/Disrespect/ Noncompliance: <ul style="list-style-type: none"> Continuous refusal to do what is expected Severe emotional outbursts (tantrums) Continuous lying
Disruption: <ul style="list-style-type: none"> Distracting peers Talking out of turn Out of seat, wandering, intentional noises or distractions 	Disruption: <ul style="list-style-type: none"> Behavior that disrupts the entire class for a short period of time, but the student can be redirected to the task 	Disruption: <ul style="list-style-type: none"> Behavior disrupts the entire class repeatedly and the student cannot be redirected to the task through the established continuum of consequences

Minor Problem Behavior Staff Managed	Major Problem Behavior Staff Managed	Major Problem Behavior Office Managed
Dress Code Violation Staff Actions: <ul style="list-style-type: none"> Ask student to check with office to determine whether or not clothing is appropriate under the student handbook guidelines Ask student to remove hat or hood 		Dress Code Violation: <ul style="list-style-type: none"> Student refuses to change inappropriate clothing after repeated requests Repeated offenses
Physical Contact/Physical Aggression: <ul style="list-style-type: none"> Student engages in non-serious, but inappropriate physical contact 	Physical Contact/Physical Aggression: <ul style="list-style-type: none"> Student continues to engage in non-serious, but inappropriate physical contact 	Fighting/ Physical Aggression: <ul style="list-style-type: none"> Student engages in actions involving serious physical contact where injury may occur (e.g. hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.) Violence
Property Misuse: <ul style="list-style-type: none"> Using school property inappropriately or not as intended 	Property Damage/Vandalism: <ul style="list-style-type: none"> Using school property inappropriately that results in minimal damage that is easily repaired by the student 	Property Damage/Vandalism: <ul style="list-style-type: none"> Student participates in an activity that results in the destruction or disfigurement of school property that cannot be easily repaired by the student
	Cheating/Plagiarism: <ul style="list-style-type: none"> Cheating Claiming others' work as their own 	Cheating/Plagiarism/Forgery/Theft: <ul style="list-style-type: none"> Cheating Signing another person's name or initials Stealing other's property Repeatedly claiming others' work as their own
Major - Office Managed Only	Major - Office Managed Only	Harassment: <ul style="list-style-type: none"> The delivery of disrespectful messages in any format related to gender, ethnicity, sex, race, religion, disability, physical features, or other protected class.

		<ul style="list-style-type: none"> Unwelcome touching
_____	Inappropriate Display of Affection: <ul style="list-style-type: none"> Student engages in inappropriate (as defined by the school) consensual verbal and/or physical contact with another student 	Inappropriate Display of Affection: <ul style="list-style-type: none"> Student continues to engage (or repeatedly engages) in inappropriate (as defined by the school) consensual verbal and/or physical contact with another student
Minor Problem Behavior Staff Managed	Major Problem Behavior Staff Managed	Major Problem Behavior Office Managed
Tardy: <ul style="list-style-type: none"> Recorded in PowerSchool 	_____	_____
Technology Violation: <ul style="list-style-type: none"> Having device out or active while in class without teacher permission 	Technology Violation: <ul style="list-style-type: none"> Refusal to comply with staff directive regarding device 	Technology Violation/Cell Phones: <ul style="list-style-type: none"> Refuses to give device to teacher Student violates internet user agreement Cell phone must be in locker (unless required for class and in possession of a pass)
Major - Office Managed Only	Major - Office Managed Only	Use/Possession of Alcohol: <ul style="list-style-type: none"> Student is in possession of or is using alcohol Student is under the influence alcohol
Major - Office Managed Only	Major - Office Managed Only	Use/Possession of Tobacco or Imitations: <ul style="list-style-type: none"> Student is in possession of or is using tobacco or imitations
Major - Office Managed Only	Major - Office Managed Only	Use/Possession of Drugs: <ul style="list-style-type: none"> Student is in possession of or is using illegal or controlled substances or imitations Student is in possession of drug paraphernalia Student is under the influence of an illegal substance
Major - Office Managed Only	Major - Office Managed Only	Use/Possession of Weapons: <ul style="list-style-type: none"> Student is in possession of knives, guns (real or look alike), or other objects readily capable of causing bodily harm

Major - Office Managed Only	Major - Office Managed Only	Use/Possession of Combustibles: <ul style="list-style-type: none">• Lighters, matches, aerosols
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Menu for Effectively Responding to Problem Behaviors

	Minor Problem Behavior Staff Managed	Major Problem Behavior Staff Managed	Major Problem Behavior Office Managed
Behaviors	<ul style="list-style-type: none"> • Inappropriate Language • Defiance/Disrespect/Noncompliance • Disruption • Dress Code Violation • Physical Contact/Physical Aggression • Property Misuse • Tardy • Technology Violation 	<ul style="list-style-type: none"> • Abusive/Inappropriate Language • Defiance/Disrespect/Noncompliance • Disruption • Physical Contact/Physical Aggression • Property Damage/Vandalism • Cheating/Plagiarism • Inappropriate Display of Affection • Technology Violation 	<ul style="list-style-type: none"> • Skip Class • Abusive/Inappropriate Language • Bullying • Defiance/Disrespect/Noncompliance • Disruption • Dress Code Violation • Fighting/Physical Aggression • Property Damage/Vandalism • Cheating/Plagiarism/Forgery/Theft • Harassment • Inappropriate Display of Affection • Technology Violation/Cell Phone • Use/Possession of Alcohol • Use/Possession of Tobacco or Imitations • Use/Possession of Drugs • Use/Possession of Weapons • Use/Possession of Combustibles <p>Non-negotiable items from the school handbook.</p>
Staff Actions	Responses: <ul style="list-style-type: none"> • Teach and practice expected behaviors • Pre-correction • Proximity • Change Location • Humor • Verbal Redirection • Planned Ignoring • Non-Verbal cues (e.g. eye contact) • Conference or discussion between student and staff member • Parent Contact • Take a Break 	Previous responses plus: <ul style="list-style-type: none"> • Loss of Privileges • Restitution • Student Responsibility Center (Think Sheet) • Lunch Help • Discussion with Principal 	Previous responses plus: <ul style="list-style-type: none"> • Meeting between Staff/Parent/Administration/Student • Community Service • Alternative Placement • In-School Suspension • Bus Suspension • Suspension • Expulsion • Other (as determined by administration, designee, or as referenced in student Code-of-Conduct)

TECHNOLOGY CODE OF CONDUCT

Mason County Central School District encourages and strongly promotes the use of technology in the classroom. To ensure that students, staff, parents, and other community members can take full advantage of the technologies available, all use of technology must have proper authorization and adherence to the district's technology code of conduct.

1. All use of the network must be in support of education and research and consistent with the purposes of Mason County Central School District.
2. Any use of the network for commercial or for-profit purposes is prohibited.
3. Extensive use of the network for personal and private business is prohibited.
4. Any use of the network for product advertisement or political lobbying is prohibited.
5. Network accounts are to be used only by the authorized owner of the account for the authorized purpose.
6. Users shall not intentionally seek information on, obtain copies of, or modify files, other data., or passwords belonging to other users, or misrepresent other users on the network.
7. All communications and information accessible via the network should be assumed to be private property.
8. No use of the network shall serve to disrupt the use of the network by others; hardware or software shall not be destroyed, modified, or abused in any way.
9. Malicious use of the network to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system is prohibited.
10. Hate mail, harassment, discriminatory remarks and other antisocial behaviors are prohibited on the network.
11. The illegal installation of copyrighted software for use on district computers is prohibited.
12. Use of the network to access or process pornographic material, inappropriate text files, or files dangerous to the integrity of the local area network is prohibited.
13. From time to time, the Mason County Central School District will make determinations on whether specific uses of the network are consistent with the acceptable use practice.

ACADEMICS

CORE SUBJECT AREAS

All students in the Mason County Central Middle School are offered classes in:
Language Arts (Reading/Writing), Mathematics, Science, and Social Studies.

EXPLORATORIES

Outside of the Core Subject Areas, all students in the Mason County Central Middle School have the opportunity to take many different elective or enrichment classes in their middle years. These are intended to help the students become better rounded and knowledgeable about the world around them. Some examples include but are not limited to the following:

Art, Band, Choir, & Physical Education.

HOMEWORK

Homework is necessary at times at the middle school level. The purposes served by homework include the following:

- To encourage students to study on their own.
- To reinforce class work by review.
- To introduce new work as a prerequisite for discussion.
- To broaden and enrich each student's reading.
- To aid in establishing good study skills and good study habits.

HONOR ROLL

At the Middle School, a student is considered on the Honor Roll if they have a 3.0 grade point average after the calculated average in all six classes is figured each trimester.



When a student should stay home or may be sent home

Page 1 of 2

Students should not go to school or any school activities or sports if having symptoms of COVID-19. If they start having symptoms of COVID-19 while at school, they will need to be sent home. They may return based on the guidance for their diagnosis (See "Managing Communicable Diseases in Schools") unless they are at risk for COVID-19 exposure.

As long as there are cases of COVID-19 in the community, there will be no way to prevent all risks of COVID-19 spread in schools. The goal is to keep the risk as low as possible and keep school and school activities as safe as possible.



If your child has been placed into isolation or quarantine for COVID-19, they may not attend school.

1.

SYMPTOMS OF COVID-19 (CDC VERSION FOR K-12)

(If new, different, or worse than any longstanding conditions)

- Temperature 100.4 or signs of fever (chills/sweating)
- Sore throat
- New uncontrolled cough that causes difficulty breathing
- Diarrhea, vomiting, or abdominal pain
- New onset of severe headache

2.

IS YOUR CHILD AT RISK FOR EXPOSURE TO COVID-19?

Students are at higher risk for COVID-19 if in the past 14 days:

- Had close contact with a person with confirmed COVID-19
- Had close contact with person under quarantine for COVID-19
- Have a or has a history of international travel, or have been on a cruise or lives in an area with high levels of COVID-19 in the community (Risk Level 1-3 found at www.mistartmap.info).



If "YES" to any questions in Section 1, and "NO" to all questions in Section 2, student should stay out of school until they meet criteria for return based on their symptoms



If "YES" to any question in Section 1, and "YES" to any question in Section 2, student should stay out of school, and be evaluated by their healthcare provider and possibly receive COVID-19 testing

If "NO" to all questions in Section 1, and "YES" to any questions in Section 2, students need only be excluded from school if they have had close contact to someone with confirmed COVID-19, as they should be in quarantine.

If you are asked to get a medical evaluation for your child, you may call your health care provider, or to follow up with a local clinic or urgent care center. You can also call 2-1-1 or go to www.mi.gov/coronavirustest to find the closest testing location. While testing is not required, students may need to be excluded from in-person instruction for a longer period of time.

SEE NEXT PAGE

