



# **STAYTON INTERMEDIATE SCHOOL STAYTON MIDDLE SCHOOL**

Principal ~ Michael Proctor  
SMS - 503-769-2198

Assistant Principal ~ Matt Olson  
SIS - 503-769-4065

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## **2019-2020 NORTH SANTIAM SCHOOL DISTRICT STUDENT-PARENT HANDBOOK FOR GRADES 4-8**

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### **NORTH SANTIAM SCHOOL DISTRICT**

#### **VISION**

**WE CHANGE KIDS' LIVES... THROUGH A COMMITMENT TO EXCELLENCE, INTEGRITY, EQUITY AND COMMUNITY ENGAGEMENT**

#### **MISSION STATEMENT**

**ENSURE STUDENTS REACH THEIR HIGHEST ACADEMIC AND VOCATIONAL POTENTIAL AND DEVELOP INTO PRODUCTIVE CITIZENS**

#### **GUIDING PRINCIPLE**

**DO WHAT IS BEST FOR ALL KIDS**

#### **GOALS**

- **ENSURE THAT EACH STUDENT HAS THE OPPORTUNITY TO ACHIEVE ACADEMIC EXCELLENCE THROUGH MEASURABLE PROGRESS AND PERSONAL GROWTH EACH YEAR**
- **PROVIDE QUALITY, SUSTAINABLE FACILITIES AND PROMOTE POSITIVE SCHOOL CLIMATES**
- **PROMOTE STUDENT AND STAFF INVOLVEMENT IN THE COMMUNITY AND INVOLVE THE COMMUNITY IN OUR SCHOOLS**
- **RECRUIT, DEVELOP, VALUE, AND RETAIN HIGH QUALITY STAFF**

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The Parent-Student Handbook has been prepared to acquaint you with the basic policies and procedures of the North Santiam School District, to inform you of the School's Code of Conduct and provide you with a reference for answering your general questions. Please contact the school if you have additional questions.



North Santiam School District  
SCHOOL BOARD MEMBERS

Erin Cramer  
Tod Nau  
Laura Wipper  
Tass Morrison  
Alisha Oliver  
Garrett Trott  
Mike Wagner

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**NORTH SANTIAM SCHOOL DISTRICT**  
**Superintendent—Andrew Gardner**

**District Office Information**

County: Marion & Linn  
Enrollment: 2250  
Meetings: Third Thursday @ 6:00 PM  
ESD Served by: Willamette ESD  
District Web Page: [www.nstantiam.k12.or.us](http://www.nstantiam.k12.or.us)  
District Policy Page: <http://policy.osba.org/nsantiam/index.asp>

NORTH SANTIAM SD29J  
1155 North Third Avenue  
Stayton OR 97383  
Phone: 503-769-6924  
FAX: 503-769-3578

**Contact Information**

Superintendent:	Andrew Gardner	<a href="mailto:andy.gardner@nsantiam.k12.or.us">andy.gardner@nsantiam.k12.or.us</a>
Associate Superintendent:	David Bolin	<a href="mailto:david.bolin@nsantiam.k12.or.us">david.bolin@nsantiam.k12.or.us</a>
Director of Technology:	David Bolin	<a href="mailto:dave.bolin@nsantiam.k12.or.us">dave.bolin@nsantiam.k12.or.us</a>
Deputy Clerk/Business Manager:	Jane Nofziger	<a href="mailto:jane.nofziger@nsantiam.k12.or.us">jane.nofziger@nsantiam.k12.or.us</a>
Director of Human Resources:	Debi Brazelton	<a href="mailto:debi.brazelton@nsantiam.k12.or.us">debi.brazelton@nsantiam.k12.or.us</a>
Exec.Assistant to the Supt/ Board:	Tonia Whisman	<a href="mailto:tonia.whisman@nsantiam.k12.or.us">tonia.whisman@nsantiam.k12.or.us</a>

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**SCHOOLS IN THE NORTH SANTIAM SCHOOL DISTRICT**

Stayton Elementary School (K-3)  
Mari-Linn School (K-8)  
Sublimity Elementary and Middle Schools (K-8)  
Stayton Intermediate/Middle School (4-8)  
Stayton High School (9-12)

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Superintendent, Andy Gardner has been designated to coordinate compliance with the legal requirements of Title II, Title IX, and other civil rights or discrimination issues, the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. The superintendent may be contacted at the District Office, 1155 North Third Avenue, Stayton, OR 97383, or at 503-769-4928 for additional information and/or compliance issues. Full policies are available through the policy website listed above or by contacting the Board Executive Assistant at 503-769-4928 or by Email at [tonia.whisman@nsantiam.k12.or.us](mailto:tonia.whisman@nsantiam.k12.or.us).

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*The information shown below is included in the NSSD Parent/Student Handbook which is separate from this handbook. It includes district-wide policies, procedures and notices that apply to all students and parents regardless of which school they are associated with. To view the handbook online, Click [HERE](#) or on “Table of Contents” below. You may also request a printed copy from your school office or the District Office*

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# GENERAL INFORMATION

## ATHLETICS

Competitive athletic activities are available in NSSD for middle school students in grades 6-8. The program is facilitated by and at the Stayton Middle School campus. Middle school students from Mari-Linn, Sublimity and Stayton are combined onto one team (or teams) and compete under the name Stayton Middle School. Shuttle buses are available to transport Sublimity and Mari-Linn student athletes back and forth after school for practices. NSSD offers the following athletic opportunities:

### **Fall sports:**

7<sup>th</sup> and 8<sup>th</sup> grade football  
7<sup>th</sup> and 8<sup>th</sup> grade volleyball  
7<sup>th</sup> and 8<sup>th</sup> grade soccer  
6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade cross country

### **Winter sports:**

7<sup>th</sup> and 8<sup>th</sup> grade girls basketball — November-January  
6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade wrestling — November-January  
7<sup>th</sup> and 8<sup>th</sup> grade boys basketball — January-March  
7<sup>th</sup> and 8<sup>th</sup> grade dance team

### **Spring sports:**

6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade track

### **Athletic Handbook:**

Please refer to this section at the end of this handbook for more detailed information regarding participation expectations, team rules and academic eligibility. If you have any questions concerning middle school athletics, please contact the SMS Athletic Director, Matt Olson at 503-769-2198.

## ATTENDANCE

### **Absence:**

Parents are requested to call the school office before 9:00 a.m. on the day of an absence. If parents are unable to contact the school, a written note with the student's name, the date of absence, the reason for the absence, and signed by the parent should be sent to the office on the day the student returns to school.

### **Homework:**

Homework requests must be called in to the office by 9:00 am on the 2<sup>nd</sup> day of a child's absence. Homework prepared by the teacher can be picked up from the office after 3:30 p.m. Make-up work must be turned in promptly to receive credit for the assignment.

### **Early Check-Out:**

Students who attend school in the Stayton Intermediate and Middle School buildings have a closed campus. If a student has an appointment during the day, the parent/guardian must come in to the school and sign out their student. The student needs to check in at the office if he returns to school during the same day.

### **Tardiness: Every 9 weeks**

Tardiness occurs when a student is late to class. An unexcused tardy will be recorded if the student is late to class with no acceptable excuse and/or a note from the office or another teacher.

Teachers will monitor and record the tardiness of each student and follow the guidelines set by the administration. Should tardiness become a problem, the teacher will:

1. Speak with the student concerning his/her tardiness as a disruption to his/her learning and learning environment of the class;
2. When a second tardy occurs, teachers will verbally warn the student that the next tardy will result in after school or lunch detention;
3. On the third through 5th tardy the teacher will assign a 30-minute detention and make parent contact.
4. On the 6th tardy the teacher will assign an after school detention, the student will be called to the office and will be asked to make a phone call to schedule the ASD;
5. With any further tardiness, the school administrator will revoke other privileges (i.e. school dances, lockers, attendance of after-school events, etc), and/or pursue further school discipline.

### **Irregular Attendance:**

Parents of students that have irregular attendance will be notified by school officials to outline a plan for improvement. If attendance continues to be a problem, the case will be referred to the Truant Officer. Oregon law provides the Superintendent with the power to have a Truant Officer cite parents into court, with a possible \$500 fine if they fail to maintain their child in school.

**Students not meeting attendance requirements may not be allowed to attend co-curricular activities (i.e. school dances, sporting events, non-academic field trips, etc).**



## **CELL PHONES**

### **SIS (Grades 4 & 5)**

Students are allowed to bring cell phones to school. Students may not access their cell phones between the time they enter the building in the morning and 3:00 PM. Students bring their devices to school at their own risk. The district is not responsible for lost or stolen devices. Students may use the office phone during the day to contact parents or guardians.

### **SMS (Grade 6)**

Students are allowed to bring cell phones to school. Students may not access their cell phones between the first bell in the morning and 3:00 PM. Students bring their devices to school at their own risk. The district is not responsible for lost or stolen devices. Students may use the phone in the office during the day to contact parents or guardians or ask administration or office staff to use their cell phone within the office area to contact parents or guardians.

### **SMS (Grades 7 & 8)**

Students are allowed to bring cell phones to school. Students may not access their cell phones between the first bell in the morning and 3:00 PM. Seventh and eighth graders may be allowed to access devices during their assigned lunch/recess time. Students may use the phone in the office during the day to contact parents or guardians or ask administration or office staff to use their cell phone within the office area to contact parents or

guardians. Students may not use their cellphones outside the office area to make outside calls. All district policies apply with regard to Personal Electronic Devices and Social Media (Policy JFCEB). It is the responsibility of the student to understand the policy if they access their device at any time. Students bring their devices to school at their own risk. The district is not responsible for lost or stolen devices.

Ear Buds: One ear must remain unobstructed at all times. The exception is a standardized testing environment, Special Ed or 504 accommodations.

Bluetooth speakers are not allowed

Noise canceling headphones are not allowed. Students must be able to hear announcements and/or emergency notifications.

\*\*For additional information, please refer to NSSD Policies; JFCEB and JFCEB-AR.

**DAILY DISMISSAL**

With nearly 600 students leaving school grounds at one time, all students, staff, and parents need to be aware of safety issues. The school provides crosswalk guards on Shaff Road and Gardner Street, and supervision while students load on the buses. Students who walk are asked to leave campus immediately. Students who ride bikes or scooters are to walk them until they are off school grounds. All students crossing Shaff Road on foot or with bicycles are to use the crosswalk.

Students should be off school property by 3:10 p.m., unless they are under the direct supervision of a staff member.

Do not park in the bus lanes. If you come into the parking lot, please pull into a parking space while you wait as a courtesy to other drivers driving through the parking lot. Please adhere to the traffic signs, remembering that there are restrictions for left turns onto Shaff Road between the hours of 7:30 to 8:30 am and 2:00 to 5:00 pm.

**DAILY SCHEDULE-SIS**

REGULAR: TUES-FRI		MONDAY: LATE START	
<b>First Bell</b>	<b>7:55</b>	<b>First Bell</b>	<b>8:55</b>
<b>Start Time</b>	<b>8:00</b>	<b>Start Time</b>	<b>9:00</b>
<b>5<sup>th</sup> Gr Lunch</b>	<b>11:34-11:54/4<sup>th</sup> Gr Recess</b>	<b>5<sup>th</sup> Gr Lunch</b>	<b>12:00-12:17/4<sup>th</sup> Gr Recess</b>
<b>4<sup>th</sup> Gr Lunch</b>	<b>11:54-12:14/5<sup>th</sup> Gr Recess</b>	<b>4<sup>th</sup> Gr Lunch</b>	<b>12:17-12:35/5<sup>th</sup> Gr Recess</b>
<b>4<sup>th</sup> *PE or Music</b>	<b>12:15-12:54</b>	<b>4<sup>th</sup> *PE or Music</b>	<b>12:35-1:10</b>
<b>5<sup>th</sup> *PE or Music</b>	<b>12:57-1:36</b>	<b>5<sup>th</sup> *PE or Music</b>	<b>1:13-1:46</b>
<b>End Time</b>	<b>3:00</b>	<b>End Time</b>	<b>3:00</b>
(*grades rotate odd/even schedule for PE and Music class)		(*grades rotate odd/even schedule for PE and Music class)	

## DAILY SCHEDULE-SMS

### REGULAR: TUES-FRI

### MONDAY: LATE START

<b>First Bell</b>	<b>7:55</b>	<b>First Bell</b>	<b>8:55</b>
<b>Period 1</b>	<b>8:00 – 8:40</b>	<b>Period 1</b>	<b>9:00 – 9:33</b>
<b>Period 2</b>	<b>8:43 – 9:23</b>	<b>Period 2</b>	<b>9:36 – 10:09</b>
<b>Period 3</b>	<b>9:26 – 10:06</b>	<b>Period 3</b>	<b>10:12 – 10:45</b>
<b>Period 4</b>	<b>10:09 – 10:49</b>	<b>Period 4</b>	<b>10:48 – 11:21</b>
<b>Period 5</b>	<b>10:52 – 11:32 (Lunch- 6<sup>th</sup> gr/SLP)</b>	<b>Period 5</b>	<b>11:24 – 11:57 (Lunch- 6<sup>th</sup> gr/SLP)</b>
<b>Period 6</b>	<b>11:35 – 12:15</b>	<b>Period 6</b>	<b>12:00 – 12:35</b>
<b>Period 7</b>	<b>12:15 – 12:54 (Lunch- 7<sup>th</sup>/8<sup>th</sup> gr)</b>	<b>Period 7</b>	<b>12:35 – 1:10 (Lunch- 7<sup>th</sup>/8<sup>th</sup> gr)</b>
<b>Period 8</b>	<b>12:57 – 1:36</b>	<b>Period 8</b>	<b>1:13 – 1:46</b>
<b>Period 9</b>	<b>1:39 – 2:18</b>	<b>Period 9</b>	<b>1:49 - 2:22</b>
<b>Period 10</b>	<b>2:21 – 3:00</b>	<b>Period 10</b>	<b>2:25 – 3:00</b>

## DANCE POLICY

Dance eligibility is based on attendance and behavior from “dance to dance”. Administrators may modify the minimum dance requirements on a case-by-case basis when appropriate. Students must:

- Have no major referrals
- Must be in school for the entire day on the day of the dance unless approved by an administrator
- Maintain a good academic standing with no more than one F on the day of the dance (review of eligibility based on the failure report completed every three weeks)

## DRESS CODE AT SIS/SMS

Students must follow all the clothing guidelines as outlined in the District Section of this handbook under Code of Conduct. In addition to these guidelines students at SIS/SMS must:

- Remove their hats or stocking caps before 8:00 am and put them away in their locker/desk during school hours
- Not wear any bandanas of any sort
- Not wear any wallet chains (heavy chains connected to a wallet)
- Any clothing with holes above the knee may require leggings, tights or spandex under the clothing.



## **LOCKERS**

Lockers and desks are property of the District. Students are assigned individual lockers in the 7<sup>th</sup> and 8<sup>th</sup> grade as a convenience for storage of books, lunches, and extra clothing during the school day. Since lockers are not completely safe, large sums of money and other valuables should not be stored in them.

Every effort will be made to keep the lockers in proper repair. Any lock or locker not operating properly should be reported to the office. It is the student's responsibility to maintain proper care of their locker. A \$5 fee will be charged for any lost or damaged locks.

Once a student is assigned a locker, they may not switch, share or give their combination to another student. Locker reassignments will only be permitted by approval of an administrator.

## **POSITIVE BEHAVIOR SUPPORT**

Stayton Intermediate and Middle Schools have adopted the Positive Behavior Support (PBS) as the school-wide system for student expectations. This is a philosophical framework of understanding behavior and interventions. It is research based and has been field tested by the University of Oregon for over 20 years. The components of PBS are prevention focused with recognition of positive behavior in our students. We have adopted the following positive behaviors for our schools:

### **BE SAFE, RESPONSIBLE, and RESPECTFUL**

We will be teaching our students to model these behaviors throughout the schools. Signs will be prevalent in the schools and students will be recognized for presenting positive behaviors.

#### **Discipline Summary:**

These rules and procedures are designed to protect the safety, rights and responsibilities of students, parents and employees when PBS does not work. The rules apply to student conduct which occurs while a student is:

1. On school premises before, during, or after normal school hours.
2. At a school-sponsored event before, during, or after normal school hours, including field trips and school-sponsored tours and activities in another city, state or country.
3. Traveling to and from school or a school-sponsored event.
4. On school premises at any other time when the school is being used for a school-sponsored event.
5. Off school premises when such conduct involves threats or harm to students, staff and/or District property.

In addition, the student may be referred to a school counselor, the Student Intervention Team or Threat Assessment Team.

**Behavior Referral Definitions:**

Minor Problem Behavior	Definition
Inappropriate Verbal Language	Student engages in low intensity instance of inappropriate language
Physical Contact/Aggression	Student engages in non-serious, but inappropriate physical contact
Defiance/Disrespect Non-Compliance	Student engages in brief or low-intensity failure to respond to adult requests
Disruption	Student engages in low-intensity, but inappropriate disruption
Dress Code	Student wears clothing that is near, but not within, the dress code guidelines defined by the school/district
Information and Other Electronics Technology Violation	Student engages in non-serious but inappropriate (as defined by school) use of cell phone, pager, music/video players, camera, and/or computer
Property Misuse	Student engages in low-intensity misuse of property
Tardy	Student arrives at class after the bell (or signal that class has started)
Other	Student engages in any other minor problem behaviors that do not fall within the above categories

Major Problem Behavior	Definition
Combustibles	Student is in possession of substances/objects readily capable of causing bodily harm and/or property damage (matches, lighters, firecrackers, gasoline, lighter fluid)
Defiance, Disrespect Insubordination Non-Compliance	Refusal to follow directions, talking back and/or socially rude interactions
Disruption	Behavior causing an interruption in a class or activity - disruption includes sustained loud talk, yelling or screaming; noise with materials; horseplay or roughhousing; and/or sustained out-of-seat behavior
Fighting Physical Aggression	Actions involving serious physical contact where injury may occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.)
Forgery Theft	Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name without that person's permission

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Major Problem Behavior	Definition
Harassment Teasing Taunting	Student delivers disrespectful messages (verbal or with gestures) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes; disrespectful messages including negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters
Inappropriate Display of Affection	Student engages in inappropriate (as defined by school) verbal and/or physical gestures/contact, of a sexual nature to another student/adult, either consensual or non-consensual
Electronics or Technology Violation	Student engages in inappropriate (as defined by school) use of cell phone, pager, music/video players, camera, and/or computer
Lying Cheating	Student delivers message that is untrue and/or deliberately violates rules
Other	Problem behavior causing this referral is not listed above; staff using this area will specify the problem behavior observed
Other Drugs	Student is in possession of or is using illegal drugs/substances
Out of Bounds Off School Location	Student is in an area that is outside of school boundaries (as defined by school)
Property Damage	Student deliberately impairs the usefulness of property
Skipping Class Truancy	Student leaves class/school without permission or stays out of class/school without permission
Tardy	Student is late (as defined by school) to class or the start-up of the school day (Tardy is not considered a minor problem behavior in the school)
Tobacco	Student is in possession of or is using tobacco
Vandalism Property Damage	Student participates in an activity that results in substantial destruction or disfigurement of property
Abusive Language Inappropriate Language Profanity	Verbal messages that include swearing, name calling or use of words in an inappropriate way
Alcohol	Student is in possession of or is using alcohol
Arson	Student plans and/or participates in malicious burning of property
Bomb Threat False Alarm	Student delivers a message of possible explosive materials being on-campus, near campus, and/or pending explosion

## Behavior Consequence Definitions:

ADMINISTRATIVE DECISION	DEFINITION
In-School Suspension	Consequence for referral results in a period of time spent away from scheduled activities/classes during the school day
Loss of Privilege	Consequence for referral results in student being unable to participate in some type of privilege
Out-of-School Suspension	Consequence for referral results in a period when student is not allowed on campus
Parent Contact	Consequence for referral results in parent communication by phone, email, or person to person about the problem
Time in Office	Consequence for referral results in student spending time in the office away from scheduled activities/classes
Time Out Detention	Consequence for referral results in student spending time in a specified area away from scheduled activities/classes
Other	Consequence for referral results in administrative decision that is not listed above; staff using this area will specify the administrative action taken

### Appeal Procedure:

If a student or parent wishes to appeal a disciplinary action or decision made by school personnel, they should first contact the principal or vice principal. A copy of the public complaint policy is available on the district website at [www.nasantiam.k12.or.us](http://www.nisantiam.k12.or.us) under “School Board” and “Policies” which outlines the process for appeals and forms for a written complaint.

### PROMOTION

Promotion Fun Day:

In order to be eligible for the 8<sup>th</sup> grade promotion field trip the following guidelines must be met during the last grading period, which begins in early April:

- No major pink referral for the last grading period
- No more than two minor yellow referrals during the last grading period
- No more than three unexcused absences for the last grading period
- No more than **one F** in the last grading period
- All fines must be paid

### Promotion Ceremonies:

All students who meet the academic standards for completion of the 8<sup>th</sup> grade will walk in the promotion ceremony unless major behavior warrants suspension the day of promotion or if the student is under expulsion. If a student is attending Stayton Middle School under probation, their participation in the promotion ceremony will be contingent upon completion of expulsion guidelines and expectations as stated. Promotion for 8<sup>th</sup>

graders is scheduled during the last week of school for all other students. A letter will go home to all 8<sup>th</sup> grade parents during the month of May with more details.

### **REPORT CARDS**

Report cards will be sent home on the Wednesday after the end of the first semester and at the end of the school year. Progress reports will be given to parents at conferences after the first and third quarter. Parent conferences are scheduled to give parents an update on how their student is doing academically and on the Common Core State Standards. Failure reports may be given out to parents every three weeks if their student is receiving a grade of D or F. If a parent does not receive a report card for any reason, they should contact the school office to verify their address is correct and request a new report be mailed out as soon as possible.

### **SCHOOL MEALS**

Breakfast is available to all students free of charge. SMS Breakfast is provided from 7:40-7:55 a.m. in the cafeteria. Building doors will open at 7:40 each morning. There is no outside supervision prior to doors opening so children should be dropped off no earlier than 7:40 a.m. SIS Breakfast is provided from 7:40 to 8:00 am in the SIS building. They eat in their classrooms.

Stayton Intermediate and Middle School students eat in the same cafeteria, which serves nutritious meals daily that meet the requirements established by the USDA.

#### **Meal Prices:**

Prices for meals are listed on the website under Food Service and are also available at registration or through the office.

#### **Snack Bar:**

Students must have cash in hand to buy items from the snack bar or a note from the parent stating that they may use their lunch account funds.

#### **Depositing Lunch Money:**

All money brought to the cafeteria will be deposited into individual student accounts. There are currently three ways for students to access their lunch accounts: Thumbprint, ID card scan and Keypad entry. You may use [www.MyMealTime.com](http://www.MyMealTime.com) to deposit money into your child's lunch account using a debit or credit card. You will need your student's 6-digit ID number found on his/her ID card issued by the school. The auto-dialer will call home when a student owes money. Make sure to update telephone numbers in the school office.

We encourage students to keep track of their account balances. If you have questions or comments, please contact the Food Service Director, Toni Silbernagel at 503-769-4115.

### **VISITATIONS / IDENTIFICATION BADGES**

We require ALL visitors (parents, students, volunteers, vendors, etc.) to sign in and obtain a visitor sticker to wear. Stickers are located in the main office of each building. Visitors must return to the main office to sign out.

The safety of our students and staff is our primary concern. Anyone without an identifying badge/sticker will be asked by staff to return to the office to obtain one.

Parents/guardians may visit and observe their child's classes. Please contact the Principal ahead of time so that proper arrangements can be made for your visit. Remember the teacher is conducting class at that time and their responsibility is to the students. If you wish to have a discussion with the teacher please make an appointment with the teacher during their non-student time. If you have any questions on visitation to our schools, contact the Principal at 503-769-2198.

### **VOLUNTEERS**

Parents or guardians who wish to chaperone on field trips or volunteer in classrooms need to complete a Volunteer Form which includes a criminal history check. Processing of these forms takes between 5-10 days depending on the time of year, so plan accordingly.

### **WEBSITE INFORMATION**

The District Website is located at [www.nisantiam.k12.or.us](http://www.nisantiam.k12.or.us) with a link to all campuses on the top bar labeled "our schools".



North Santiam School District  
Middle School  
Parent and Athlete  
Co-Curricular Handbook  
2019-20

# **NORTH SANTIAM SCHOOL DISTRICT MIDDLE SCHOOLS ATHLETIC RULES, REGULATIONS, AND GUIDELINES**

## **AUTHORITY**

North Santiam School District maintains final authority regarding the implementation of its athletic programs. Concerns about athletic programs should be addressed initially to the middle school coaching staff and administration.

The purpose of the program of interscholastic athletics is to promote, direct, and conduct athletics to further the aims of fitness and general education, to promote friendly relations with other schools, to provide an opportunity for students to experience teamwork, to encourage participation by all students, and to teach good sportsmanship and fair play.

## **PHILOSOPHY**

The philosophy of the middle school athletic program is consistent with the overall district philosophy in that it is based upon a belief in the worth and dignity of the individual. We strive to create an activity environment that will aid each participant in developing confidence, self-esteem, and a desire to be a contributor to a positive group effort. The activities program is expected to promote self-discovery, fitness, good sportsmanship and citizenship, respect for people and property, self-discipline, and responsibility.

A properly organized and conducted activities program should be a distinct contribution to an individual's total education. However, it should be understood that participation in middle school activities is both a right and a privilege which carries specific responsibilities to the team/group, the school, and the community which supports it.

Playing time is an important part of skill development. North Santiam middle schools will follow their league policies stating the need for playing time in each half of every contest for team sports. Attendance problems or inappropriate behavior while participating in any team activity may result in reduced playing time.

Parent complaints should be dealt with at the lowest level. Schedule a meeting with your child's coach. Parents and athletes will not address concerns with coaches at the contest site on the day of games. Concerns will not be addressed to coaches before, during, or after athletic contest. Instead, a separate appointment will be made so that concerns may be addressed privately with the coach and, if necessary, the athletic director and an administrator.

## **ELIGIBILITY**

1. To be eligible to participate in the organized interscholastic athletic program of North Santiam middle schools, a student must:

- Be enrolled as a middle school student in the North Santiam School District.
- Maintain academic grades in all classes during the sport/activity season, as verified by each individual middle school in the District.
- Maintain satisfactory behavior while at school. Any suspension from school on the day of an athletic contest will mean exclusion from that contest.



- Have a recent physical examination on file with the school, indicating approval for participation. In order to play interscholastic sports, a student must have a current physical on file and have medical insurance coverage (family or school).
  - Have a signed *Athletic Participation Permit* on file with the school.
2. When all eligibility requirements are completed and all forms submitted, the student will be cleared for participation.
  3. There are certain character traits and behaviors desirable in all students and necessary in athletic participants if we are to comply with the goals of our philosophy. Athletic participants must:
    - Maintain regular attendance in class, especially the day of and the day following an activity.
 

Students who are absent for any part of the day due to illness or out-of-school suspension will not be able to participate in after school or evening activities. If an *absence is pre-arranged* with the athletic director or principal, a student may be cleared to participate in after school or evening activities, including athletics. A student suspended in-school may practice but not play in competition.
    - Demonstrate self-control and refrain from unsportsmanlike actions or words that bring discredit to the team or the student body as a whole.
    - Refrain from using profane or obscene language.
    - Refrain from any actions or words considered insubordinate to coaches.
    - Refrain from any actions or words considered insubordinate to the officials.
    - Demonstrate responsibility and respect for equipment.
    - Maintain appearance and grooming which is neat, clean, and appropriate to the activity.
    - Refrain from possession or use of alcohol in any form.
    - Refrain from possession or use of tobacco in any form.
    - Refrain from possession or use of illegal drugs or narcotics.
    - Refrain from involvement in criminal activity, including actions relating to theft or destruction of property.
  4. Consequences for violation of the above rules will be addressed specifically in the athletic agreement and team rules established by each coach.
    - Probation: The athlete will be formally warned about any violation of a team regulation and likely will be suspended or dismissed from the team if any further violation occurs.
    - Suspension: The athlete will be required to participate in all team practices and meetings, but will not be allowed to dress down or participate in a specified number of games.

- Dismissal: The athlete will be excused from the team for the remainder of the season.
5. School uniforms and gear must be returned (or paid for) before students may start the next sport.
  6. Additional team rules specific to each sport will be provided to participants and parents by the coach.

## **IMPLEMENTATION**

In order to implement the concepts of the athletic philosophy into a working program, the following guidelines will be followed:

1. North Santiam Middle School athletic programs are open to any student who meets eligibility requirements and is willing to make a commitment to the activities in which they wish to participate. Participants must also be willing to accept the philosophy and agree to specific rules.
2. Each participant and their parent/guardian shall be made aware (in writing) of the program philosophy and all eligibility and participation requirements.
3. Although individual activities may have specific rules, these rules must be consistent with the general philosophy. They are to be in writing when appropriate and provided to the participants and their parent/guardian.
4. Individual coaches must be diligent in maintaining standards consistent with the philosophy. It is their responsibility to uphold the rules that were made for the benefit of the individual and the group.
5. Teachers, coaches, and administrators are the only people who may report infractions or violations of team rules. All reports of alleged violations must be referred to them.
6. Coaches have the authority to discipline participants for actions and behaviors which violate the rules and expectations of participants. Suspensions and dismissals must be reported to the parent, and to the principal, by the coach within one school day of the action. Dismissals are subject to approval by the principal.

## **WARNING STATEMENT**

The benefits of participation in organized athletics are many, as outlined in our philosophy statement. It is important, however, that participants and their parents be aware that there is risk of injury in virtually every athletic activity. Supervision, quality instruction, sportsmanlike actions, and emphasis on safety greatly minimize the potential for injury, but the risk remains.

**For sports participation, sports physical or permission forms for your student to travel by private vehicle with someone other than you, click on this link [SIS/SMS Athletic Forms](#) to be directed to our website. You may also obtain copies from any school office.**