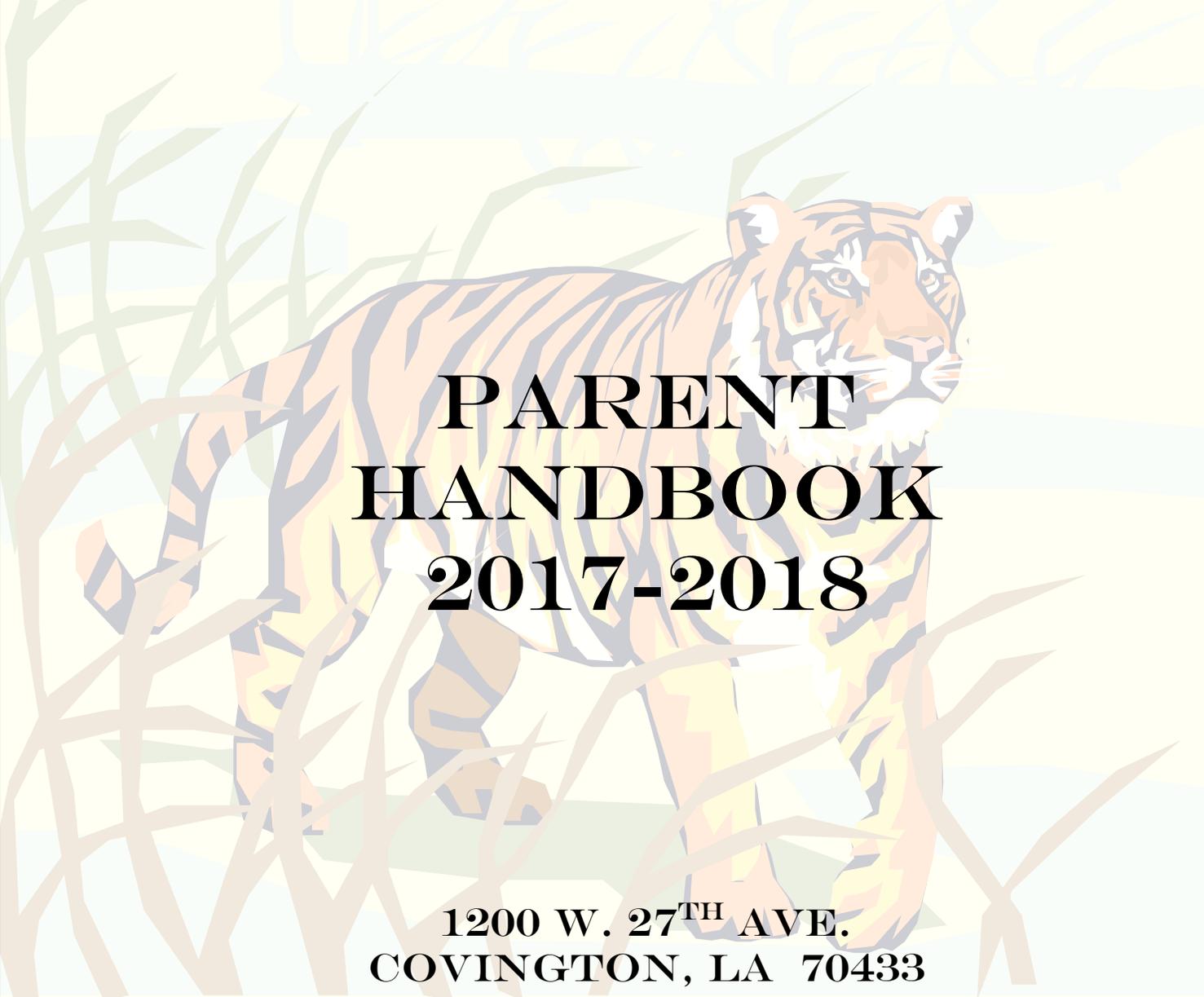


PINE VIEW MIDDLE SCHOOL



PARENT HANDBOOK 2017-2018

**1200 W. 27TH AVE.
COVINGTON, LA 70433
985-892-6204**

[HTTP://PINEVIEWMIDDLE.STPSB.ORG/](http://pineviewmiddle.stpsb.org/)

Welcome to Pine View Middle School

Dear Parents and Students,

We are excited about a new year at Pine View and welcome you to the PVMS Family. This year's theme is: "BE INSPIRED". We are proud to say that Pine View Middle is reaching new heights with highly qualified teachers, rigorous and challenging curriculum, and a faculty and staff that truly care about your child. Each student is afforded a multitude of opportunities to reach his/her maximum potential.

Academics are balanced with extra-curricular activities and clubs that enhance the middle school experience. Students can participate in Beta Club, AHS, Student Council, Band and Chorus (5th/6th), as well as our monthly "Club Day". Club Day offers a variety of activities designed to develop positive socialization skills at the middle school level.

Educational experiences are enhanced and supported with technology. We offer 3 computer labs, as well as laptop carts that can supply entire classrooms. Other technology learning tools are integrated into the daily curriculum. It is our goal to fully prepare our students for whatever the future holds.

As effective communication is essential to the successful learning experience, each student will be provided with an agenda. Agendas serve as a valuable tool in teaching students organization skills and they provide a daily home/school connection. The school website and teacher webpages are great resources to help our busy families stay involved and informed.

We are planning many family involvement activities this year to ensure that your child's middle school experience is a positive and memorable one. We hope you join us as we strive to inspire your child and reach new heights at Pine View Middle.

Please feel free to contact the school with any concerns or questions at 892-6204.

Sincerely,

Mrs. S. Trepagnier, Principal

Pine View Middle School Mission:

Partnership in learning

Visualizing and

Motivating All

Students to succeed

Pine View Middle actively promotes and participates in the Positive Behavior Support initiatives. The basic principles of P.A.W Pride are introduced, modeled, taught, reinforced, and rewarded by all persons on campus each and every day:

Practise safety

Act Respectfully

Work Responsibly

School Mascot: Tiger

School Colors: Navy and Gold

School Slogan: "Let our Paw Pride Shine"

Pine View Middle School Philosophy

BELIEFS

1. Students' learning needs are the primary focus of the school.
2. Students learn in different ways and should be provided with a variety of instructional approaches to support their learning and accommodate differences in their learning styles.
3. Each student is a valued individual with unique physical, social, emotional, and intellectual needs.
4. Students can produce quality work that demonstrates their understanding of essential knowledge.
5. A safe and physically comfortable environment promotes student learning.
6. The commitment to continuous improvement is imperative if our school is to enable students to become confident, self-directed, lifelong learners.
7. Each student's self-esteem is enhanced by positive relationships and mutual respect among and between students and staff.

VISION

To connect with all students by means of a clear understanding of each student's strengths, areas of need, background and culture.

To use data to guide instruction that will impact student achievement.

To leave a positive imprint on each student's life, creating eagerness and appreciation for learning.

SCHOOL INFORMATION

School Office Hours:

8:00 a.m. – 4:30 p.m.

Arrival Procedures for Students:

To support appropriate order and positive conduct, the following morning procedures are in place:

8:15 a. m. - Students may begin to enter campus.

Students eating breakfast at school, proceed directly to cafeteria. School bags are dropped off in designated grade level areas before students enter cafeteria.

All other students report directly to their designated area. Quiet conversation and socializing is permissible.

- 4th grade will have a designated area at the pavilion/playground area to socialize in
- 5th grade will report to their hallway and commons area
- 6th grade students will report to the sixth grade playground

8:41 a.m. (1st bell) – Teachers meet their class at their designated area. Students are lined up by homeroom in an orderly fashion and move to classrooms under teacher supervision.

8:45 a.m. (2nd bell) – Students are settling into homerooms and promptly preparing for morning announcements.

Arrival- Rainy Days:

Upon arrival, all students will report to the designated grade level space. A voice level of “1” will be maintained. At the discretion of duty teachers, if level exceeds “1”, conversation level will move to “0”.

- 4th grade will report to the cafeteria
- 5th grade will report to their hallway and commons area in the CDE building
- 6th grade students will report to the gym

Car-line:

- Students may not be dropped off before the 8:15 bell for any reason. We do not have personnel on duty before this time.
- The car-line begins in the right lane on 27th Ave. and extends down Pierce Street. The first car will stop at the bridge and wait for the bell to ring or a signal to be given by the duty teachers in the circle. **Please do not park in the circle before the 8:15 bell.**
- Duty teachers will facilitate students exiting vehicles in a safe manner. Please have your student(s) exit and enter vehicles on the passenger side of the car only.

Transportation:

Please refer to the *Bus Guidelines* which will be given to students by the bus driver. To help ensure the safety of all students, parents/guardians are strongly encouraged to discuss the following bus guidelines and basic rules with their children:

- Arrive at your bus stop in a timely manner.
- Always follow the directions given by the bus driver.
- Keep hands and feet to one's self.
- Speak in a low tone of voice and never use unacceptable language.

Changes in student transportation must be sent in writing to the school with the parent/guardian name, phone number, and date included. Students must submit this information to the main office in the A.M. so that the change may be verified and approved. Transportation changes will not be accepted over the telephone.

Bus Conduct:

Specific student behavior expectations are established for the safe and effective operation of the school district transportation system in accordance with state laws and regulations. Transportation is considered an extension of the regular school program, and students who violate behavior expectations while riding a bus are subject to suspension from riding the bus and/or all other penalties established for misbehavior while students are not on school premises.

Bike-riders/ Walkers:

To help ensure the safety of all students, parents/guardians are strongly encouraged to discuss the following guidelines and basic rules with their children who ride bikes or walk to school:

- Wait on the bridge until the 8:15 bell rings and duty teacher indicates it is time to come onto campus.
- Always follow the directions given by the crossing guard.
- Keep hands and feet to one's self.
- Speak in a low tone of voice and never use unacceptable language.
- Avoid riding bike/ walking down the middle of the street or in front of cars turning into car-line area.

Tardiness:

Students are tardy after the 8:45 bell. Any student arriving after 8:45 must report to the office **with an adult** in order to be marked present for the day. Tardies are recorded daily on the JPAMS system. You will be notified of excessive tardiness. Students are considered tardy if they are not in the building when the bell rings.

Chronic tardiness is disruptive and short-changes a student's learning opportunities. Tardiness also establishes poor work habits that can continue throughout life. Tardiness is treated seriously. State law requires that parents/guardians have students in school on time. **If a child is excessively tardy within a grading period, parent/ guardian will be contacted by administration for a conference.** Please note that there may be discipline consequences for excessive, unexcused tardiness or check-in/check-out. Refer to the St. Tammany Parish District Handbook for Students and Parents.

Early Check- Out:

The front office will not be able to check- out students between 3:10 p.m. and 3:41 p.m. unless it is an emergency. Please note that early check- out or coming to school tardy will affect a perfect attendance record.

Student Check- Out:

If a student is to be picked up by anyone other than the legal custodial guardian listed on the student's records, the person picking up the child **must** be listed on the emergency card. **This person must be able to show identification upon arrival.** Students being checked out early must be picked up no later than 3:10 or they must wait until the bell rings at 3:41.

Dismissal Procedures for Students:

3:41 p.m. – Dismissal bells rings. Car-line and first load of buses are dismissed from classrooms and proceed to the loading areas. Car students are to sit at the front of the building quietly, watching and listening for their name to be called. Students will stand and move to the directed place for pick up by the duty teacher.

All cars should have a car-line card posted in the passenger side/front window to expedite pick up. This expedites the car-line to ensure a shorter wait time. Cards will be passed out at Meet and Greet, as well as the first days of school. Extras will be available in the office after the first week of school. Students should exit and enter the vehicle on the passenger side only for safety reasons. Cars should proceed down Buchanan Street when exiting the school driveway.

Absences:

There are four types of absences a student may obtain: Type One: Exempted, Excused; Type Two: Non-Exempted Excused; Type Three: Unexcused; and Type Four: Suspensions. These absence types are explained in the District Handbook for Students and Parents.

Excuses for all absences must be presented in writing to the main office within two (2) days of the absence. The note must include the student's full name, days of absence, reason for absence and/or doctor's verification, parent/guardian signature and date of signature. Failure to send the note will result in the student not being able to make up missed work, and zeros for missed work will be given.

In elementary through junior high school, when a student accumulates seven (7) absences which include non-exempted excused, unexcused, and/or suspensions, notification will be made to the parents/guardians. After the tenth (10) absence which includes non-exempted excused, unexcused, and/or suspensions, the school will notify parents/guardians of the seat time recovery requirements.

Cafeteria:

Breakfast and lunch prices:

Student Breakfast	\$.70
Middle School Lunch	\$1.20

Students should not bring soft drinks or large bags of snacks with a bag lunch from home.

Mission Statement of Food Services:

St. Tammany's Child Nutrition Program's mission is to provide good nutrition that fuels successful learning. We provide a variety of healthy food choices using USDA standards. In addition, we educate our students regarding proper nutrition necessary for a healthy lifestyle and wellness.

We encourage all parents to complete the on-line application for free and reduced meals at <https://cafefr.stpsb.org>

It would be ideal for meal payments to be made online with mypayment plus. If sending money to school with student, please remit it in a sealed envelope with the following information written on the outside of the envelope: student name, date, student ID # and payment type(cash/check).

Classroom management:

Teachers have a classroom management plan in place. The expectations, rules, and rewards are posted in each classroom. Items which distract students from participating in the learning environment will not be permitted. (trading cards, toys, puffy keychains, spinners, etc.) A classroom management plan will be sent home with each student the first week of school for your signature.

Classroom visits:

All parents/guardians are encouraged to visit the classrooms from time to time. Parental visits to the school help foster the positive growth of PVMS. **For security reasons, we do require anyone visiting our school to check in at the office upon entering the school.** Visitors will need to show their driver's license for check-in. Anyone wishing to observe in a classroom must call the child's teacher and permission will be requested from Mrs. Trepagnier. All visitors must be listed on the particular child's emergency card and be willing to sign a confidentiality statement.

Classroom Parties:

A birthday may be celebrated in the classroom by sending a cupcake or small treat that may be shared at the end of the school day with the class. Balloons or other party decorations are not permitted. Unless giving party invitations to ALL students in a class, we ask that invitations to private parties be mailed from home.

Conferences:

Parent/guardian-teacher conferences are helpful to the student and enhance his/her chance for success. The principal and assistant principal are available to all parents. Since much of their time is spent supervising instruction and counseling students, a prearranged appointment will ensure parents/guardians the opportunity to meet with them. The administration requests that you meet with teachers prior to requesting a conference with an administrator.

Medication:

The St. Tammany Parish School Board has imposed strict guidelines for administering medications at school. If your child is taking long term medications, or emergency medication, you may request a St. Tammany Parish medication form from the school nurse and have it completed by your physician.

The medication will then be administered through the office. If there are any changes in medication, a new form must be completed by the parent and doctor before a new medicine or dosage is given.

School Board policy states that cough syrup, cough drops, aspirin, or any other over the counter medication to not be given at school to any child. Students should not have any medications in their possession on the school grounds at any time, including lip balm and chap-stick. Parents may come to school, sign in, and administer medicine if necessary.

Cell phones:

Students are not to be in possession of cell phones at school. If a student is found in possession of a cell phone, the student will receive a discipline consequence and a parent/guardian must come to school to pick up the cell phone from the school office. Cell phones or other camera devices may not be used by students to take pictures at any time on campus or on field trips. **Please review the STPSB District Handbook for Students and Parents for additional information regarding cell phones.**

Guidance Counselor:

Our school has a guidance counselor who provides services as whole class, small group, and individual counseling. Parents may arrange conferences with the counselor by calling the school office (892-6204) and making an appointment.

Dress Code and Uniform Policy:

The Dress and Personal Grooming Code provides an effective learning environment for all students and includes expectations that students are dressed and groomed in a manner that permits them to actively participate in school and that does not distract from the educational process.

Pine View Middle follows the policies of the St. Tammany Parish School Board. Information and specific guidelines regarding student dress and personal grooming may be found in the *St. Tammany Parish District Handbook for Students and Parents*.

- Students are not permitted to wear any uniform tops or bottoms that fit tightly. All uniform tops and bottoms must be traditional fit, not skinny or tight nor excessively loose/baggy.
- Facial piercing is prohibited.
- Drawing/writing on one's exposed skin or clothing is prohibited.
- All caps, hats, and bandannas are banned from school campus.

The images below are included to serve as a guide for appropriate *fit* for PVMS uniforms.



PVMS Uniform Policy:

BOTTOMS:

- Tan, Khaki Pants, Shorts, Skirts, Skorts, Jumpers
- Solid Tan Khaki Bottoms with No Designs
- Must be secured at the waist, with no undergarments revealed
- Garments must be at the fingertip length or below when arms are down at the side
- Garments should not be tight fitting (yoga/stretch type)
- Leggings worn under skirts or shorts (in cold weather only) should be **solid black or navy with no designs or patterns** [school policy- subject to disciplinary action]
- Socks should be of solid color (**black or navy**) and coordinate with the uniform colors (not florescent or designed) [school policy- subject to disciplinary action]

SHIRTS:

- Navy Blue polo style shirt (short, or long sleeve, with or without school logo)
- Navy Blue T-shirt (short or long sleeve with the school logo)
- Navy Blue sweatshirt (with or without the school logo, with or without a hood)
- No skin should show between the pants and the shirt while in any sitting or standing position
- School spirit shirts may be worn on Fridays, with the Khaki uniform bottom
- Undershirts that show at the neck should be white or navy blue. No undershirt should be visible at the waist [school policy- subject to disciplinary action].

OUTERWEAR:

- PVMS does not designate outerwear for cold weather- zip and button front coats, jackets, and sweaters. **Hoods are not to be worn on campus during school hours** except outdoors in inclement weather.
- Shoes must have a back or back strap, **no flip flop style shoes** should be worn for safety reasons. **Students may not wear beach sandals, athletic slides, or flip-flop type sandals at school.** Tennis shoes are preferred.

Home/School Communication:

We encourage our students to keep unnecessary books at school so that the weight of their book bag is not excessive. Please share the responsibility for school-home communication by sitting down with your child and going through his/her book bag at least once a week and preferably on the day the weekly overview and graded papers are scheduled to be sent home.

Student agendas should be signed by the parent each night to ensure effective communication between home and school. Together, we can ensure the success of every student.

Please contact the classroom teacher right away with any concern or problem you wish to discuss. Many times a misunderstanding can be cleared up with a simple conversation.

Graded Papers:

Every teacher sends home graded papers on a specific day of the week. The teacher communicates this day in an introductory letter and at Open House. It is the parents' responsibility to ask the child for the papers if they are not given voluntarily. The papers go home in a folder with a sheet which names the number of papers, and a place for the parent to sign, indicating they have received the papers. A place for the teacher to acknowledge appropriate behavior or concerns is also included. The folder should be returned to the teacher on the next school day. Parents should take the time to review graded papers with their child.

The Student Progress Center is a website designed to help parents/guardians keep track of their child's attendance, conduct, discipline, grades, and progress reports. This information may be found at <https://jpams.stpsb.org/jpweb>. This system is also used to send recorded messages to parents/guardians as reminders or in case of an emergency.

Homework:

Homework is the extension to the lessons of the school day. We attempt to provide a positive balanced approach to homework. Homework is to reinforce a skill which has been taught. It should be reasonable in length; checked for accuracy; and should not be graded as a test grade. Each teacher will review his/her homework policy at Meet and Greet, as well as at Parent Conference Night.

Library Books:

Books need to be returned within a two week period. In order to continue with checkout privileges, students **must return all books in a timely manner**. Students are responsible for what is checked out in their name. They will need to pay for lost/unreturned books, fines, or damaged books **before checking out another book**.

A library media fine of five (5) cents per school day up to \$1.00 will be charged for unreturned materials. The purpose of library fines is twofold- (1) to establish a sense of responsibility in students and (2) to defray the cost of lost or damaged books. Payment for lost books is based on the **current list price** of books in print.

Lost and Found:

Parents/guardians and students should see that everything a student brings to school is clearly labeled. Students are responsible for their own belongings. Books, book bags, and purses should NOT be left unattended in the halls or on the playground. Lost articles will be placed in the Lost and Found. Students should check there for lost possessions.

Students should NOT bring large amounts of money, expensive jewelry, CD players, cell phones, other portable electronic devices, or other valuable items to school. The school will not be responsible for items lost or stolen at school.

Student Responsibilities:

The faculty and staff at PVMS feel that our students must learn to be responsible citizens. Any class assignments, materials and textbooks are to be brought to class on time. Make up work must be completed upon return from an absence. Students will be allowed one day for every day missed to turn in make-up assignments.

All textbooks at Pine View Middle are the property of the State of Louisiana. Any lost or damaged books will result in a monetary fine. If a textbook is lost, the student must pay the original price of it before a new textbook is issued. Writing in a textbook constitutes damage to the book. Most new textbooks cost in excess of \$50.00, so extra care should be taken. The student should check the textbook for damage when received and make the teacher aware of any damage found. Any outstanding fees/balances must be **paid one week prior** to participating in extra-curricular/special activities.

Threats of Violence or Self-Injurious Behavior:

With the rise in school violence nation-wide, all threats of violence or to self-injure will be taken seriously and the Parish policy will be followed.

Bullying:

Bullying happens when someone hurts or scares another person on purpose and the person being bullied has a hard time defending himself or herself. Usually, bullying happens over and over.

Bullying also can happen online or electronically. Cyber-bullying is when children or teens bully each other using the Internet, mobile phones or other cyber technology.

Pine View takes all reports of bullying seriously and will investigate all reports. There will be zero tolerance in dealing with bullying-type behavior or threatening words or actions toward students, faculty, or staff. **Students need to report to an adult on campus any incidents of this nature because the school cannot address issues of which we are not aware.** St. Tammany Parish School Board lists, in detail, the types of Bullying in their handbook. We ask that parents discuss with their children the importance of reporting any bullying they may see or hear to a teacher or administrator immediately.

Section 504/School Assistance Team (S.A.T.):

Students who struggle with learning, have physical/behavior problems, have been retained, have attendance problems, or have discrepancies between test scores and performance may be referred to the School Assistance Team (S.A.T). The team is composed of a guidance counselor, speech therapist, pupil appraisal representative, the classroom and special education teachers of the child under consideration, and the parent. Initially, different strategies may be considered to help the student be successful in the classroom. If difficulties persist, the student may be referred for 504 or special education evaluation. Determination of eligibility under Section 504 for regular education placement and modifications (IAP) is made through the school's 504 Committee, following the regulations of Section 504. Eligibility for evaluation for Special Education placement is made by the S.A.T. Committee, as well as based on state guidelines. Parents will be notified and invited to participate in this decision-making process. If you feel your child has a problem that affects his/her ability to learn, please contact your child's teacher for a conference. If you believe additional assistance is required to make your child successful, you may request a SAT meeting.

Inclusion Classroom Settings:

Pine View Middle School has an inclusive education program for the placement of special education students. Through this program, the regular education teacher provides services for the special education students in the regular classroom with the support of the special education teacher and paraprofessionals as appropriate. While the curriculum and instruction remains the same as in other classes, modifications are made to accommodate the needs of the special education students.

Field Trips:

All students who go on a field trip will return to school on the bus. They will not be allowed to ride in private vehicles or leave with a parent from the field trip. Parents may check the student out upon returning to school. Chaperones are not allowed to bring siblings or other children on the field trip.

Students will not be allowed to visit gift shops or spend money on a field trip. Parents should not purchase any souvenirs or refreshments for students they are chaperoning.

No refunds will be given for field trips.

Volunteering at School:

Parents are encouraged to help in our classrooms and our school. Please contact your child's teacher if you are interested in volunteering at any level.

For the safety and security of our students:

- Volunteers must be under the supervision of a teacher
- All volunteers must report to the office for check-in before entering the campus
- All volunteers will be asked to sign a "confidentiality agreement" with the school.

PTA Opportunities:

Pine View's PTA grows stronger each year. We welcome our Pine View families to join us as we support our students and school community.

Membership information is available in our front office lobby.

Website:

Our school website may be found at <http://pineviewmiddle.stpsb.org>. Important dates, events, lunch menus, etc. may be found here. Teacher web pages may also be found here. Teachers post overviews, assignments and other information weekly on their webpage. Links to other educational sites may also be found here.

Please refer to the STPSB District Handbook for Students and Parents for additional information on policies and procedures.

PVMS Rules/Expectations

I. Before School

To support appropriate behavior, the following procedures are in place for morning arrival:

- Students should use the restrooms in each designated grade-level area prior to leaving for class.
- Students may only enter classrooms/ hallways with a pass from a teacher.
- Students are to keep hands, feet and objects to themselves at all times, respecting the personal space of others.
- At the bell, upon the arrival of their teacher, students will stand quietly and in a straight line.
- As they are escorted by their teacher, students will proceed in an orderly manner to their classrooms.

II. Hallways

To help keep our hallways safe and accessible:

- Walk in an orderly manner, staying to the right side of the hall, keeping hands, feet and objects to oneself.
- Remain silent to keep from disturbing others.
- Walk with a teacher or have a hall pass.

III. Recess

Recess is designed to be a safe, enjoyable time for students. If necessary, playground equipment privileges may be removed. These policies help us best use recess and school instructional time:

- Recess is the appropriate time to use the restroom and get water.
- PE equipment should be carried from the breezeway until the student reaches the playground.
- No running or playing with PE equipment is allowed on the breezeway.
- Students are to keep hands, feet and objects to themselves at all times, respecting the personal space of others.
- All snacks consumed at recess must be eaten outside only, and **trash must be put into the trash barrels.**
- When the bell rings signaling the end of recess, no further playing is permitted. Students may not get water or use the restroom after the bell rings.
- Students are to line up in their designated area and wait quietly for their teacher's arrival. As they are escorted by their teacher, students will proceed in an orderly manner to their classrooms.
- Fitness equipment on the playground must be used appropriately. No hanging or turning

upside down, climbing on top of the equipment, or pushing. Students are to wait their turn to use the equipment. Due to safety issues, tackle football or other rough play is not allowed.

IV. Cafeteria

Our goal is to provide students an orderly, safe, and enjoyable breakfast/lunch experience. Students are responsible for respectful behavior and immediately complying with cafeteria monitors. Rules for cafeteria conduct are:

- A voice level of “1” will be maintained. At the discretion of cafeteria monitors, if level exceeds “1”, conversation level will move to “0”.
- Use good table manners
- Remain seated, raise your hand for assistance
- Keep your area clean
- Remain quiet during dismissal
- Relax and enjoy your meal

V. Restroom

Instructional time is highly valued so students are encouraged to use the restroom at recess. When leaving the classroom, students must sign out and back in. **If your child has a physical problem which necessitates more frequent restroom usage, please send a written note.**

- Go directly to and from the restroom, without extra stops or socialization in the hallways.
- Be sure to flush the toilet after use.
- Wash your hands with soap and water.
- Remember that the restroom is not a play area.
- Respect the privacy of others.
- Respect school property.

VI. Assemblies

- Sit as directed and remain quiet during the program.
- Pay attention to the speaker or performing artist.
- Raise hand to be called upon before speaking out.
- Inappropriate gestures, comments, or actions are unacceptable.
- Keep hands and feet to oneself.

Behavior Infractions

Within the first week of school, teachers will thoroughly discuss behavior policies with all students. Our expectations are for all students to follow school and classroom rules. If students choose not to follow expectations, the consequences outlined below will be implemented.

- Teacher and student will discuss inappropriate behavior and desired behavior will be retaught.
- Teacher and student will discuss inappropriate behavior and desired behavior along with a loss of privileges.
- Student will be assigned a recess detention (Think Tank) for the first written Infraction Notification. Failure to attend Think Tank will result in an additional day of recess detention. If student repeatedly fails to report to an assigned detention, the student may be assigned to an After School Support or In-School Support/ Detention.
- With the second written Infraction Notification during each nine weeks of the year, the student will be assigned another Think Tank and parent will be contacted.
- With the third written Infraction Notification, the parent is contacted and student may be assigned to an After School Support/ Detention.
- With the fourth written Infraction Notification, a parent conference will be scheduled.
- After the fourth written infraction Notification within a nine weeks, the student may be assigned an In-School Support/ Detention or possibly Out-of-School Suspension.
- All consequences may be altered at the discretion of the administrator.

Students begin each nine weeks “with a clean slate”. All Infraction Notifications are handled by the administration.

NOTE: Individual teachers use discretion to keep students in class during recess for in-class misbehavior, incomplete work, tutoring, etc., and these are not written as discipline offenses.

Recess Detention:

These procedures are to be followed by students assigned a detention:

- All students who are serving detention will be escorted by the detention teacher to get their lunches, which will be eaten in the detention classroom. Students will remain with the teacher in the detention classroom until recess concludes and their class returns to the classroom.

In-school support/detention:

Students assigned to ISS/ISD are provided all assignments from their teachers to work on in the ISS/ISD classroom. No grades are lost as long as students complete the assigned work.

Physical Education Policies

A. Dress Code:

For the safety of each student, appropriate dress is required for P.E.:

- Socks
- Tennis shoes with a full back

If a student is unable to dress appropriately due to extenuating circumstances, please send a note to the Physical Education teacher so the student will not lose participation points from his/her grade.

B. Alternate Activities:

A student who is dressed inappropriately for P.E. without a written excuse will lose participation points from his/her grade and will not be allowed to participate in the planned activities. The student still may earn effort points toward his/her grade if he/she successfully completes an appropriate alternate activity assigned by the teacher.

C. Illness and Injuries:

If a student is ill or injured, he/she must bring a note from a doctor, parents, or guardian stating the limitations of participation or the exclusion from the activity. If the student is limited or excluded from activities for an extended period of time, please send a note when he/she may resume normal activity.

If any type of student injury above the neck occurs, the parent will be given a courtesy call.

Pine View Middle School

Student and Parent/Guardian Handbook Acknowledgement Form

This handbook includes important and helpful information about our school operation, procedures, and policies. To ensure you have received your handbook and discussed it with your child, we ask that you sign, tear out, and return this sheet to your child's homeroom teacher by **August 14, 2017**. The first class to have 100% participation will earn a class pizza party.

Please keep your handbook as a quick reference. If you have any questions about the handbook, please contact Mrs. Trepagnier, principal.

Student and Parent/Guardian Handbook Verification

I have read and discussed the Student and Parent/Guardian Handbook with my child.

Parent/Guardian Signature

Student Signature

Date