



Hobbs Middle School  
Shelley School District #60

# Student Handbook

## *Advancement Requirements (Grades 7 through 9)*

The district has established a set of advancement requirements for 7<sup>th</sup> grade through 9<sup>th</sup> grade students which will act as a guide in helping students move methodically and purposefully on a course that will eventually lead to high school graduation. Therefore, the district sets the following advancement requirements:

1. To advance to the 8<sup>th</sup> grade, students must earn at least 80 percent of the credits attempted, including all core subjects, in 7<sup>th</sup> grade **and** be in compliance with the district's attendance policy.
2. To advance to the 9<sup>th</sup> grade, students must earn at least 80 percent of the credits attempted, including all core subjects, in 8<sup>th</sup> grade **and** be in compliance with the district's attendance policy; and
3. Students who have failed more than 20 percent of the courses attempted in the 7<sup>th</sup> or eighth 8<sup>th</sup> grade may make up the credits needed to achieve the minimum portion of credits attempted by retaking the necessary course(s) through the district's Middle School Summer Program or any other accredited summer school program. Documentation of summer school completion must be submitted before the beginning of the next school year.

One middle school credit shall be granted for each semester course successfully completed. The core subjects are English, math, social studies, and science.

## *Attendance*

According to board policy 3050, a student can only miss **7 classes per semester** and still earn credit, unless there are extraordinary circumstances. All absences must be verified to the office by parents prior to or the day of the absence. This means the parent knows the student was absent but the absence still counts toward the total number of absences. **Students must check out in the office before leaving the school during the day.** If a student leaves school without checking out they will be classified as truant. If a student misses more than 7 days they will be required to make up those hours following the attendance procedures. If a student misses more than 12 days they will be required to petition for credit to the superintendent.

## *Attendance Procedures*

To advance to the 8<sup>th</sup> grade & 9<sup>th</sup> grade, students must earn at least 80 percent of the credits attempted, including all core subjects, in 7<sup>th</sup> grade and 8<sup>th</sup> grade **and be in compliance with the district's attendance policy.**

Students will **automatically lose credit** in any class that they have **more than 7 absences**. The following chart outlines what will be needed to fulfill building level credit petitions to obtain credit back.

<b>Absences per day</b>	<b>Action needed to regain credit in class</b>
8	2 hour Friday school*
9	Additional 2 hour Friday school *
10	Additional 2 hour Friday school and 4 hour Saturday school. As well as a parent conference and attendance contract.*
11	Additional 2 hour Friday school and 4 hour Saturday school*
12 or more	Automatic loss of credit and appeal must be made to superintendent*

\* Possibility of other assignments as deemed reasonable by the administration.

**Language Arts:** Language Arts is taught in a 2 period block in middle school. Attendance is taken in both periods. So if a student is gone for the block it counts as 2 absences.

**Friday or Saturday School:** Friday or Saturday school is an opportunity for students to earn credit. Friday or Saturday school is offered several times during a semester. School rules must be followed or no time will be granted towards credit recovery.

**Credit Contracts:** A credit contract is an agreement signed by the student, parent and administrator that the student will not miss more than 7 days the following semester. If the contract agreement is fulfilled, credit from the previous semester will be granted back. A credit contract will be offered as long as Friday or Saturday school time has been served.

**What if the absence is verified by a parent/ guardian?** Parents/ guardians should always verify an absence, this will keep your student from having a truancy, but these absences will still count towards the limit of 7 absences.

**What if I turned in a doctor's note?** Although we appreciate your absence being verified, it will still count towards the limit of 7 absences. Please keep any doctor notes, they will be useful when signing a credit contract or if you need to petition the superintendent or school board for credit.

**What if I have an extenuating circumstance for being absent?** If this is the case, please speak with the principal.

**Reminder...** Absences due to doctor visits, family vacations, illness, etc. will still count towards your limit of 7 absences per class. School excused absences (i.e. sports, music, field trips) do not count towards this limit.

### ***Tardy Procedure***

A tardy is when a student is not in his/ her assigned area at the time of the tardy bell.

<b>1-4 Tardies:</b> Reminder of student expectations and tardy procedures.
<b>5th Tardy:</b> Parent notification by teacher.
<b>6th Tardy:</b> 1 day of lunch detention
<b>7th Tardy:</b> 1 day of lunch detention
<b>8th Tardy:</b> Office referral which may result in parent conference, additional days of lunch detention, in school suspension (ISS), or other disciplinary action determined by principal.

### ***Truancy Procedure***

**Truancy:** A truant is defined as a student who is absent from school or class without proper authorization from the school. **Students must check out of the office when leaving campus.** An absence is judged to be truancy by an administrator. Truancies will be considered unexcused absences. A student who has demonstrated habitual truancy and poor academic performance will be counseled by the school administrator/ counselor.

### ***Schoolwide Assessments***

STAR Reading and STAR Math assessments will be given to all students three times a year in English and math classes.

<b>Assessment Schedule for STAR Reading and STAR Math</b> <b>Fall: August 17 - September 2</b> <b>Winter: December 1-10</b> <b>Spring: March 14-17</b>
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<b>ISATS</b> TBA
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## *Parent Teacher Conferences*

<p>September 22 4:30-7:00 February 23 4:30-7:00</p>
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## *Student Use of Social Media*

Students will be held accountable for the content of the communications they post on social media websites and are responsible for complying with district policy. Students may not disrupt the learning atmosphere, educational programs, school activities, or the rights of others.

All requirements of this policy apply to use of social media through the district network or equipment, or as part of a class assignment.

Hobbs uses the Aristotle software which allows teachers to see what students are working on on their Chromebooks. Teachers are able to see the content of all tabs open on a student's screen.

## *Chromebook Devices*

Each student and his or her parent(s)/ legal guardian(s) will be required to sign and return to the school at the beginning of each school year the [Internet Access Conduct Agreement](#) prior to having access to the district's computer system and/ or internet service.

## *Public Displays of Affection*

Respect for others includes being considerate of the embarrassment caused by excessive display of affection in public places. Students are expected to recognize that displays of affection may be considered excessive on the school grounds both during regular school hours and during extracurricular activities.

## *Student Possession of Weapons*

The ShelleySchool District has a zero tolerance for weapons. Please refer to the Shelley School District Policy: 502.23.

**Any student bringing a weapon to school or activity will immediately be relieved of the weapon and will be dealt with in the following manner:**

The student will be suspended from school and recommended to the Board of Trustees for expulsion from the district school system for a period of not less than one (1) year. The student will be referred to the criminal justice or juvenile delinquency system. If readmitted, the student

may be placed on probation for all future years in the school district.

### ***Electronic Devices***

Cellular phones and other electronic devices may cause a disruption to the learning environment. Any such devices deemed to cause disruption or constitute a safety hazard will be confiscated by any school official. Cell phone use in the classroom is determined by the classroom teacher. Use of cellphones in class may result in confiscation. Cell phone use between classes and breaks is allowed. Music players, including headphones, are to be used only with teacher permission. Each classroom teacher will decide the limits of usage in their respective classes. Electronic devices are at great risk of being stolen. Use of these items is at your own risk.

Use of personal electronic devices without permission can result in confiscation of the device. Personal devices should remain unseen and unheard.

- 1st offense: Reminder of expectations and procedures.
- 2nd offense: Personal electronic device is confiscated and turned into the office. The student can retrieve their device after school hours.
- 3rd offense: Personal electronic device is confiscated and turned into the office. The student's parent/ guardian will be contacted and the device will be relinquished to the parent/ guardian.

### ***Homeroom***

Students will be assigned to a homeroom class. This 26 minute class time will be used to work on homework, read, or other assignments. Students will attend all assemblies or activities with their homeroom teacher.

### ***Shelley Dress Standards***

**PURPOSE:** It is the desire of the Board of Trustees to promote pride in our schools, to provide an educational atmosphere conducive to learning and to protect the health, safety, and morals of students. It is in conflict with the educational mission of the school to promote controlled substances. Clothing and grooming habits must take into account the sensibilities of others.

**PROCEDURE :** Clothing or grooming habits that are disruptive of the educational process or that depict illegal or immoral acts are prohibited:

- Clothing that displays obscene, immoral, or indecent pictures or slogans
- Clothing that advertises alcoholic beverages, tobacco, or any other illegal drugs
- Clothing that depicts criminal activity or violence such as weapons or violent acts
- Clothing related to gang activities may not be worn. The School Resource Officer will

provide the district with what the current gang related attire is.

- Clothing that through words or visualizations show disrespect towards any race, culture, religion, or gender
- Underwear that is being worn as an outerwear garment
- Skirts and Shorts will be at least mid-thigh
- Clothing that reveals the midriff
- Clothing such as tank tops, or spaghetti strap shirts
- Clothing must cover all undergarments

If a student's attire or grooming habit is disruptive of the educational atmosphere, detrimental to the health or safety of the student or other students, or promotes illegal acts or controlled substances; that student will be required to change clothing to meet approved school standards.

**This will be accomplished by one of the following:**

-School tee shirts will be available for use during the school day.

-A student may phone a parent and have a change of clothes brought.

-Students and parents or guardians may be required to meet with the principal to resolve the matter.

### ***Lockers***

Lockers are provided as a convenience to students. However, lockers are the property of the school and the administration reserves the right to inspect the locker at any time without notice to the student. Students are responsible to keep their locker clean and orderly. No stickers will be allowed on the locker. Students are not to share their locker. Students are not to trade lockers. Locker assignments and changes will be handled in the main office. You will be charged for any damage or cleanup of the locker.

### ***Backpacks and Bags***

Backpacks are to be left in the student's locker. Backpacks have become a safety issue. Students and teachers have tripped and hurt themselves on backpacks in the rooms because of limited floor space. Backpacks in the hall have been stolen or items stolen from them and have created a fire safety hazard as they block hallways. Because of safety concerns, backpacks need to remain in lockers. Students may have a Chromebook sleeve, but not a computer case.

### ***Skateboards/ Scooters***

Students are welcome to ride skateboards, longboards, or scooters to school, but when they reach the school grounds they need to pick up their items and walk them into the school. The school will store the items in the office and after school they may retrieve them to ride home. No riding on school grounds before school, after school, or during lunch time. Bike racks will be in the front of the school this year.

### ***Pick-up and Drop-Off***

Parent drop-off will be located on the east side of the building. Please drop students off between the gym doors and enter through the first hall by Mrs. Dixon's & Mrs. Waite's Classrooms. Pick-up will be in the same location. Please **do not** drop students off by the buses on the west side of the building. For the safety of students, we do not want students to walk between the buses on the road. If you are dropping off elementary students they will be dropped off in the same location as middle school students. Instead of entering the building through the first hall door, they will walk around the front of the building and go down the south side of the building to get on the sidewalk in front of the main entrance, and then proceed to the buses from there.



## School-Wide Expectations for Behavior

Every student, every day will have access to the highest quality education in a learning environment that is positive, safe, clean, orderly, and respectful. Every Hobbs Middle School student is expected to respect themselves, each other, and the building. Students following the expectations and using common sense will most likely not have discipline problems. Failing to keep the school-wide expectations could lead to a disciplinary referral.

	<b>Classroom</b>	<b>Office</b>	<b>Hallways</b>	<b>Cafeteria</b>	<b>Locker Rooms</b>	<b>Outside</b>	<b>Bathrooms</b>
<b>Respect Yourself</b>	<p>Arrive on time and prepared.</p> <p>Give your best effort and engage in your learning.</p> <p>Follow all staff directions the first time given.</p> <p>Speak when it's your turn.</p>	<p>Address office staff politely.</p> <p>Wait patiently.</p> <p>Tell the truth.</p>	<p>Walk at a safe pace.</p> <p>Stay to the right.</p> <p>Keep your belongings in your own locker. Don't share lockers.</p>	<p>Use good manners.</p> <p>Follow staff directions when given the first time.</p>	<p>Treat others with kindness.</p>	<p>Follow staff directions the first time given.</p> <p>Enter and exit the building in an orderly fashion.</p> <p>During lunch stay within the designated area within the fence.</p> <p>Campus is closed.</p>	<p>Use the restroom in between classes and at lunch unless it is an emergency.</p> <p>If you are in the bathroom during class time, you need a hall pass.</p> <p>Take care of your business and exit the bathrooms quickly.</p>
<b>Respect Each Other</b>	<p>Keep hands, feet, and objects to yourself.</p> <p>Respect other students and staff.</p> <p>Use appropriate language.</p> <p>Listen when others are talking.</p> <p>Always stand for what is right, even when someone is being mean or disrespectful.</p>	<p>Respect guests visiting our office.</p> <p>Use please, thank you, and excuse me.</p>	<p>Keep a normal tone and polite voice.</p> <p>Keep hands, feet, and objects to yourself.</p> <p>Treat others with kindness.</p>	<p>Keep noise to appropriate levels.</p> <p>Use courteous language.</p>	<p>Respect other students and staff.</p>	<p>Treat everyone with respect.</p> <p>Use appropriate and positive language.</p>	<p>Respect the privacy of others.</p> <p>Report any inappropriate behavior to staff members.</p>
<b>Respect the School</b>	<p>Take care of your personal belongings.</p> <p>Clean up after yourself.</p> <p>Treat the classroom furniture, equipment, and textbooks with respect.</p> <p>If someone else makes a mess, remind them to clean it up or clean it yourself.</p>	<p>Treat the school building and furnishings with respect.</p> <p>Touch only your belongings.</p>	<p>Report any problems to staff members.</p> <p>Use trash containers.</p> <p>Keep your lockers clean and organized.</p> <p>Don't write on or in the lockers.</p>	<p>Clean up after yourself.</p>	<p>Take care of your personal belongings.</p> <p>Clean up after yourself.</p>	<p>Report any injuries, accidents, or disturbances to staff members. Use trash containers.</p> <p>If you make a mess, clean it up.</p>	<p>Keep the bathrooms clean.</p> <p>Report any disturbances, graffiti, or damage to staff members.</p>

## ***Russet Tickets***

Hobbs staff members are continuously on the lookout for students showing their positive Shelley pride by following the schoolwide and classroom expectations. We are trying to “catch” students doing something positive. When caught, the teacher gives the student a “Russet” ticket. The student writes their name on the ticket and places the ticket in the container in the office. Weekly drawings for prizes will take place.

## ***Russet Events and Activities***

Students must be passing 80% of core classes and have no more than 7 absences. A study hall will be provided for students who do not qualify for the activities.

### **2021-22 Russet Events and Activities**

TBA

# **Sportsmanship Contract for Athletes**

## **Fundamentals of Sportsmanship**

1. GAIN AN UNDERSTANDING AND APPRECIATION FOR THE RULES: Not only should good behavior be practiced, you must also understand how those behaviors positively affect the spirit of good sportsmanship.
2. EXERCISE REPRESENTATIVE BEHAVIOR: Everyone involved in extracurricular athletics should be aware of their responsibility to exhibit good sportsmanship and remember that your behavior influences others whether you are aware of it or not.
3. RECOGNIZE AND APPRECIATE SKILLED PERFORMANCES, REGARDLESS OF AFFILIATION: Applause for an opponent’s good performance displays generosity and represents good sportsmanship. It also reflects a true awareness of the game by recognizing and acknowledging quality.
4. DISPLAY RESPECT FOR OFFICIALS: The officials of any contest are trained; impartial arbitrators perform to the best of their ability. Good sportsmanship requires you to accept and abide by the decisions made. This lesson is invaluable to students as they enter adulthood.
5. DISPLAY RESPECT FOR YOUR OPPONENT: Opponents are guests and should be treated cordially, provided with the best accommodations and accorded respect at all times. Be a positive representative of your school, team and family.

6. DISPLAY PRIDE IN YOUR ACTIONS: Never allow your ego to interfere with good judgment or your responsibility as a school representative. Regardless of whether you are an adult, student, player, coach or official, this value is paramount since it suggests you care about yourself and how others perceive you.

## **Personal Guidelines and Responsibilities**

### **PLAYERS RESPONSIBILITIES**

1. Accept your responsibility as a role model in your community and recognize the privilege of representing your school. Practice good sportsmanship at all times - on or off the playing field.
2. Cooperate with your coaches and follow school and team rules of conduct as outlined in your student and athletic handbooks.

### **PREVENTATIVE MEASURES BEFORE**

1. Shake hands with or wave to opponents
2. Exhibit a positive and enthusiastic attitude

### **DURING**

1. Assist players who are down in getting to their feet.
2. Shake hands after an aggressive exchange.
3. Never gesture to officials, players, coaches or fans in a negative manner.
4. Never disagree openly with an official or coach's decision. Carry on ethically and maturely.
5. Shake the opponent's hand if he/she fouls out or extend congratulations when he/she is leaving the contest.

### **AFTER**

1. Extend a congratulatory handshake or wave to your opponent immediately at the game's conclusion.
2. Never debate something that occurred during the game with anyone, as it is in the past.
3. Be objective when communicating to the media or on social media about the contest.
4. Show concern for injured opponents and teammates.
5. Promote sportsmanship and your athletic experience positively.

I verify that I have read the above information: Signed \_\_\_\_\_

### **Extracurricular Contract**

Participation in an extracurricular activity is a privilege. By being a group or team member, the participant assumes the responsibility of projecting an image which is positive, and reflects well on Hobbs Middle School. Their actions, general health habits, behaviors, and sense of responsibility should be representative of the role of student leadership being undertaken. Students are responsible for their class assignments they miss.

### ***Attendance***

The student must be in attendance three out of the seven periods in order to participate in an activity or practice that day. If the advisor, coach, and school administrator are notified of a prior doctor's appointment or if the absence is unavoidable in the eyes of the advisor, coach, and administrator then the student will be eligible.

### ***Academic Eligibility***

Students with a cumulative GPA below 2.0 will still be eligible but must have an academic improvement plan in place.

A student must have satisfactorily completed the preceding semester, and the academic eligibility requirements to continue to be eligible for the current semester. This applies to year long extracurricular, for example: cheer.

### ***In-Season Eligibility***

Grade checks will occur frequently. If after a grade check, a student has an F or is not following their academic improvement plan, they will be placed on academic probation and the following will occur:

#### **➤ Week 1**

- Students and guardians are notified of the eligibility status. The student will be encouraged to improve grades immediately.

#### **➤ Week 2 & beyond**

- If the student has not met minimum grade standards, they will be allowed to practice with their team/group but will not be eligible to participate in competitions, performances, or functions.
- Once the student meets the minimum grade standard, they are allowed to participate in competitions.

### ***Travel***

Unless other travel arrangements are authorized, students will board the bus at the school's designated bus stops and will return to the designated bus stops. The only variation allowed in this regulation is the release of students to parents in face-to-face situations at the close of the activity before the bus begins the return trip. Exceptions to this process must be pre arranged by the guardian with an administrator.

### ***Hazing***

Hazing, harassment, bullying, and initiation practices of any form will not be tolerated. Violation may result in suspension and possible dismissal from the activity.

***Behavior***

A student must be in good standing with the school concerning discipline. A student under out-of-school suspension will be ineligible to participate in any competitions or practices during the suspension period.

No participant in extracurricular activities will be allowed to partake of drugs without prescription, alcoholic beverages, or tobacco products or being knowingly present when any of the above are used, possessed, or consumed. Being involved in a behavior incident may jeopardize a student's status on a team or group. Major offenses that occur during the school year, whether in or out of the season the following consequences may occur:

1st Offense	The student will be given a two (2) week suspension from all extracurricular activities.
2nd Offense	The student will be suspended from all extracurricular activity for the remainder of the season, or for a period of not less than sixty(60) days (whichever is greater). Reinstatement of the student in extracurricular activities following the sixty(60) days or the remainder of the season suspension will be contingent upon the student complying with all written recommendations and approval of the superintendent and principal.
3rd Offense	The student may be recommended to the Board to be expelled. The student may be suspended from all extracurricular activities for the remainder of the school year in addition to any other sanctions, which may be prescribed by the Board.

By signing this you agree to accept the terms of this contract:

Student Signature:	Date:
Guardian Signature:	Date:

# Hobbs Bell Schedule

<b>1</b>	<b>8:00-8:55</b>
<b>2</b>	<b>8:59-9:54</b>
<b>3</b>	<b>9:58-10:53</b>
<b>4</b>	<b>10:57-11:52</b>
<b>7th Lunch 8th Homeroom</b>	<b>11:52-12:22</b>
<b>7th Homeroom 8th Lunch</b>	<b>12:22-12:52</b>
<b>5</b>	<b>12:56-1:51</b>
<b>6</b>	<b>1:55-2:50</b>
<b>7</b>	<b>2:54-3:50</b>

\* 55 minute classes, 30 minute Lunch

# *Discipline Procedures*

## *Discipline Philosophy*

Our goal at Hobbs Middle School is to help our students correct and change their behavior to increase student achievement and classroom efficiency. We believe that behavior needs to be addressed with students and appropriate replacement behaviors taught. The administrator will utilize a number of strategies to help correct behavior including but not limited to: face-to-face conversations, frequent student check-ins, counselor referrals, student contracts, positive behavioral support interventions, parent involvement, and following district policies and procedures.

Relationships are the foundation for having good classroom management and can limit the amount and severity of discipline problems within a classroom. Teachers and students will partner together to create a classroom environment that is conducive to learning and positive experiences. Classroom expectations will be communicated and reviewed frequently. The following teaching strategies/ consequences will be utilized by educators when a student's behavior needs to be redirected. The following types of student conduct, while under the supervision of the school (which includes extra or co curricular activities) on or off school grounds, will constitute minor/ major discipline problems.

### **Teacher Managed- Minor Behaviors**

#### **Level 1: Minor behaviors affect students with minimal classroom interference**

##### **Redirection**

<b>Behavior Examples:</b> <ul style="list-style-type: none"><li>● Tardy</li><li>● Unprepared</li><li>● Interrupting</li><li>● Wandering</li><li>● Sleeping</li><li>● Lying</li><li>● Cell phone/ technology misuse</li><li>● Arguing</li><li>● Distracting others</li><li>● Yelling</li></ul>	<b>Strategies/Consequences Menu:</b> <ul style="list-style-type: none"><li>● Eye Contact</li><li>● Proximity</li><li>● Verbal Warning</li><li>● Pre-teaching</li><li>● Pre-correcting</li><li>● Reteach expectations</li><li>● Redirect</li><li>● Reinforce expected behavior</li><li>● Conference with student privately</li></ul>
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**Level 2: Behavior interferes with the learning of others**

**Correction**

<p><b>Behavior Examples:</b></p> <ul style="list-style-type: none"> <li>● Chronic Level 1 Behaviors</li> <li>● Defiance/ Non-compliance</li> <li>● Disrespect (cutting in line, racial slurs, profanity, inappropriate comments, etc)</li> <li>● Discrimination</li> <li>● Property Misuse</li> <li>● Inappropriate display of affection</li> <li>● Harassment, intimidation, bullying (Considered major or minor)</li> <li>● Disruptive classroom behavior</li> <li>● Inappropriate physical contact (tripping, shoving, pushing)</li> <li>● Referral for Dress Code</li> <li>● Insubordination, defiance, being disrespectful, willful disobedience or failing to comply with reasonable directions of a staff member. (may be considered major or minor)</li> <li>● Truancy (considered major or minor)</li> <li>● Failure to serve detention or suspension</li> <li>● Cheating and plagiarism</li> </ul>	<p><b>Strategies/Consequences Menu:</b></p> <ul style="list-style-type: none"> <li>● Seating change</li> <li>● Loss of privileges</li> <li>● Lunch Detention*</li> <li>● Refocus</li> <li>● Parent contact/ meeting</li> <li>● RTI Behavior intervention</li> </ul>
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***Procedure for Handling Minor Discipline Problems***

Disciplinary action which may be taken by the school administration is intended to be suggestive and not conclusive nor sequential. All disciplinary action should fit the misbehavior in order to modify the behavior. Police involvement and/ or charges may be possible depending on the situation.

<p>1<sup>st</sup> Office Referral</p>	<p>A number of different strategies could be utilized including but not limited to:</p> <ul style="list-style-type: none"> <li>● Principal/ student conference</li> <li>● Counselor referral</li> <li>● Parents notified</li> <li>● Lunch detention</li> <li>● Other special assignment</li> </ul>
<p>2<sup>nd</sup> Office Referral</p>	<p>A number of different strategies could be utilized including but not limited to:</p> <ul style="list-style-type: none"> <li>● Parent/ principal/ student conference</li> <li>● Student check in</li> </ul>



	<ul style="list-style-type: none"> <li>● RTI behavior intervention</li> <li>● In school suspension (ISS)</li> <li>● 1-2 Days out of school suspension (OSS)</li> <li>● Other special assignment</li> </ul>
3 <sup>rd</sup> Office Referral	<p>A number of different strategies could be utilized including, but not limited to:</p> <ul style="list-style-type: none"> <li>● Parent/ student/ principal conference</li> <li>● Student behavior contract</li> <li>● In school suspension (ISS)</li> <li>● 2-3 Days out of school suspension (OSS)</li> <li>● RTI behavior intervention</li> <li>● Other special assignments</li> </ul>
4 <sup>th</sup> Office Referral	<p>A number of different strategies could be utilized including but not limited to:</p> <ul style="list-style-type: none"> <li>● Parent/ student /principal conference</li> <li>● Behavior contract or modify RTI behavior intervention</li> <li>● 3-5 Days out of school suspension (OSS)</li> <li>● In school suspension (ISS)</li> <li>● Superintendent involvement</li> <li>● Alternative placement</li> <li>● Referral to board for possible expulsion (Students may serve an in school suspension and/ or be out of school suspended until the board hearing)</li> </ul>

**Office Managed Behaviors/ Office Referral: Major Behaviors**

**Level 3: Behavior affects teaching environment**

**Form:**  **Discipline Referral**

<p><b>Behavior Examples:</b></p> <ul style="list-style-type: none"> <li>● Chronic Level 1 &amp; 2 behaviors</li> <li>● Academic Misconduct (computer intrusion or misuse, test, plagiarism, cheating)</li> <li>● Serious Misbehavior (PDA, insubordination, bullying, harrassment, discrimination, throwing food)</li> <li>● Dangerous use of tools or supplies</li> <li>● Truancy (major or minor)</li> <li>● General inappropriate and unacceptable behavior</li> </ul>	<p><b>Consequences:</b></p> <ul style="list-style-type: none"> <li>● In school suspension</li> <li>● Parent contact/ conference</li> <li>● Behavior contract</li> <li>● Loss of extracurricular activities</li> <li>● Loss of privileges</li> <li>● School clean up</li> <li>● Out of school suspension</li> <li>● Behavior Intervention plan</li> <li>● Meeting school level team</li> <li>● Police Involvement</li> </ul>
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## Level 4: Harmful/ Illegal or Chronic Behavior

<p><b>Behavior Examples:</b></p> <ul style="list-style-type: none"><li>● Chronic level 1,2, or 3 behaviors</li><li>● Harmful behavior (harassment, bullying, depantsing, sexting, threatening, fighting, hurting others, kicking, shoving, physical abuse) (major or minor)</li><li>● Drugs (alcohol, possession, use, distribution, sale, transmitting, vapes)</li><li>● Tobacco possession, use, distribution, sale</li><li>● Illegal Behaviors (vandalism, weapon possession/ use, theft, property destruction, arson, battery, burglary, disorderly, threatening, extortion, gambling etc.)</li><li>● Using profanity, vulgarity, abusive, obscene, or inappropriate language.</li><li>● Insubordination, defiance, being disrespectful, willful disobedience or failing to comply with reasonable directions of a staff member.</li><li>● Any action that would threaten the health, safety, and well-being of students, teachers, employees, or parents.</li><li>● Fake phone calls, or forgery</li><li>● Disruption of school related activities by depriving others of the use of school buildings, school grounds, or parts thereof, through violence, force, noise, threat, passive resistance, or other conduct which interferes with the educational activities as organized by the school officials</li><li>● Inappropriate or unacceptable behavior (may be considered major or minor)</li><li>● Intentionally causing, attempting to cause, or behaving in such a way as to cause physical injury to any student or school employee.</li></ul>	<p><b>Consequences:</b></p> <ul style="list-style-type: none"><li>● Parent conference</li><li>● Behavior contract</li><li>● In school suspension</li><li>● Out of school suspension</li><li>● Guidance and reteaching of schoolwide expectations</li><li>● Loss of privileges</li><li>● School clean up</li><li>● District discipline referral</li><li>● Other plan for alternative education</li><li>● Behavior Intervention Plan</li><li>● Recommendation for Expulsion</li><li>● Police Involvement</li></ul>
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### ***Procedure for Handling Major Discipline Problems***

Disciplinary action which may be taken by the school administration is intended to be suggestive and not conclusive nor sequential. All disciplinary action should fit the misbehavior in order to modify the behavior. Police involvement and/ or charges may be possible depending on the situation.

1 <sup>st</sup> Offense	A number of different strategies could be utilized including, but not limited to: <ul style="list-style-type: none"><li>● Student/ principal/ parent conference</li><li>● 1-3 Days out of school suspension (OSS)</li><li>● In school suspension (ISS)</li><li>● Special assignments</li></ul>
2 <sup>nd</sup> Offense	A number of different strategies could be utilized including but not limited to: <ul style="list-style-type: none"><li>● Student/ principal/ parent conference</li><li>● 3-5 Days out of school suspension (OSS)</li><li>● In school suspension (ISS)</li><li>● Special assignments</li><li>● Superintendent involvement</li></ul>
3 <sup>rd</sup> Offense	A few different strategies could be utilized including but not limited to: <ul style="list-style-type: none"><li>● Student/ principal/ parent conference</li><li>● 3-5 Days out of school suspension (OSS)</li><li>● In school suspension (ISS)</li><li>● Special assignments</li><li>● Alternative school placement</li><li>● Superintendent involvement</li><li>● Referral to Board for expulsion. Students may serve an in school suspension or out of school suspension until the board hearing.</li></ul>

### ***In School Suspension (ISS)***

In school suspension will be assigned to students by the administrator. In school suspension may take the place of out of school suspension, as determined by the severity of the behavior and by the administrator.

The student will be able to make up for all missing work following the makeup policy.

### ***Out of School Suspension (OSS)***

The student will be able to make up for all missing work following the makeup policy. Students who are in out of school suspension are not permitted to participate in or attend any

school-sponsored activities during the period of suspension. They are not allowed on school district property during the suspension without permission from administration.

\*Video surveillance is used on Shelley School District #60 properties. Hobbs Middle School also follows all Shelley School Board discipline policies.

### ***Respectful Climate***

Creating and maintaining a school culture of respect demands that all individuals recognize disrespectful behaviors and take action. All students, parents, and members of the Hobbs faculty and staff have the potential and the responsibility to affect the school culture and are strongly urged to act accordingly with the following guidelines:

- Treat others with courtesy, consideration and respect;
- Tell individuals behaving in a disrespectful manner toward you that you want them to stop. Use respectful language in doing so;
- Tell individuals behaving in a disrespectful manner toward someone else that you want them to stop;
- Report the behavior if it does not stop.

### ***Definition of Disrespectful Conduct/ Harassment/ Bullying***

Disrespectful Conduct/ Harassment is any form of behavior that interferes with another person's sense of safety, dignity, comfort, or productivity in the school environment. Prohibited conduct may include indiscriminate bullying in addition to, but not limited to, the following when it relates to a person's gender, race, color, ethnicity/ national origin, religion, age, handicap/ disability, sexual orientation, physical appearance, and physical/ mental capacity, and when such conduct is unwelcome by the recipient or others:

- Name calling (verbal/ written), teasing, mimicking, slurs, or other derogatory remarks;
- Offensive graffiti, symbols, posters, pictures, cartoons/ caricatures, notes, book covers, or designs on clothing;
- Phone calls, e-mails, instant messages, video, photographs and/ or social media;
- Touching of a person or touching a person's clothing;
- Words, pranks or actions which provoke feelings of embarrassment, hurt or intimidation;
- Stalking

## ***Lunch Detention***

- Students assigned to lunch detention will be excused from class 5 minutes early to go get their lunch.
- The detention teacher will meet them at the cafeteria, then escort them to the classroom.
- No phone use allowed in lunch detention.
- After they have eaten, students will work on homework or work provided by the detention teacher.