



Assistant Principal's Message

Hello and Welcome to Morrill Middle School,

When I first started at Morrill, I was cleaning out the assistant principal's office and I came across a letter. It was a letter addressed to the principal and assistant principal at that time (Ms. Winckler and Mr. Rauscher) regarding a "great display of sportsmanship" a mother from Valley Christian witnessed. In it she details how the Morrill girls' volleyball team had beat the Valley Christian team by playing amazingly, but how she was "10xs more impressed by the kindness and solidarity to a fellow athlete [she] saw from them after the game." After losing the game, her daughter fell into tears, crying on the bench during the medal ceremony, but staying for the next game to cheer on the varsity game. While she sat there, one of the Morrill girl's passed her a note telling her how awesome she played. Then as the Valley Christian athlete left, the Morrill team in the lobby called her out for a great game and thanked her for her amazing playing. This was my first true impression of the community that surrounds, and is, Morrill Middle school.

It has been an exciting first year for me as a Morrill leader, not only learning the job but learning about and becoming part of the community here. And what that note stated in heartfelt words, I have come to realize is an underlying thread that is present in all of our students and community members. None of us are perfect, but as we learn from our mistakes and move forward, time and time again we prove that kindness and solidarity with each other are our core values.

This 2018-2019 school year, I would encourage everyone to focus on the following question: ***What can I do to become a better person?*** Not a different person, and not everyone has to be a leader, just like not everyone was made to follow others, but how can we strive to be the best version of us there can be? At the top of his game right now, Stephen Curry did not rest on his wins. He continually strives for more. Sonia Sotomayor did not stop learning just because she reached the United States Supreme Court. She continually strives to do better. Michio Kaku has not stopped researching and exploring his curiosity just because he has become a famous advocate for science. He continually strives to increase his understanding and to help others with theirs. I want to leave you with the question above and this quote below:

"The difference between us and them, between you and success, is not that you never fail, but it's how you recover from those failures- is that you keep getting up time and time again. You figure out what you did wrong and you make it right. I say that to my kids everyday."

- Michelle Obama

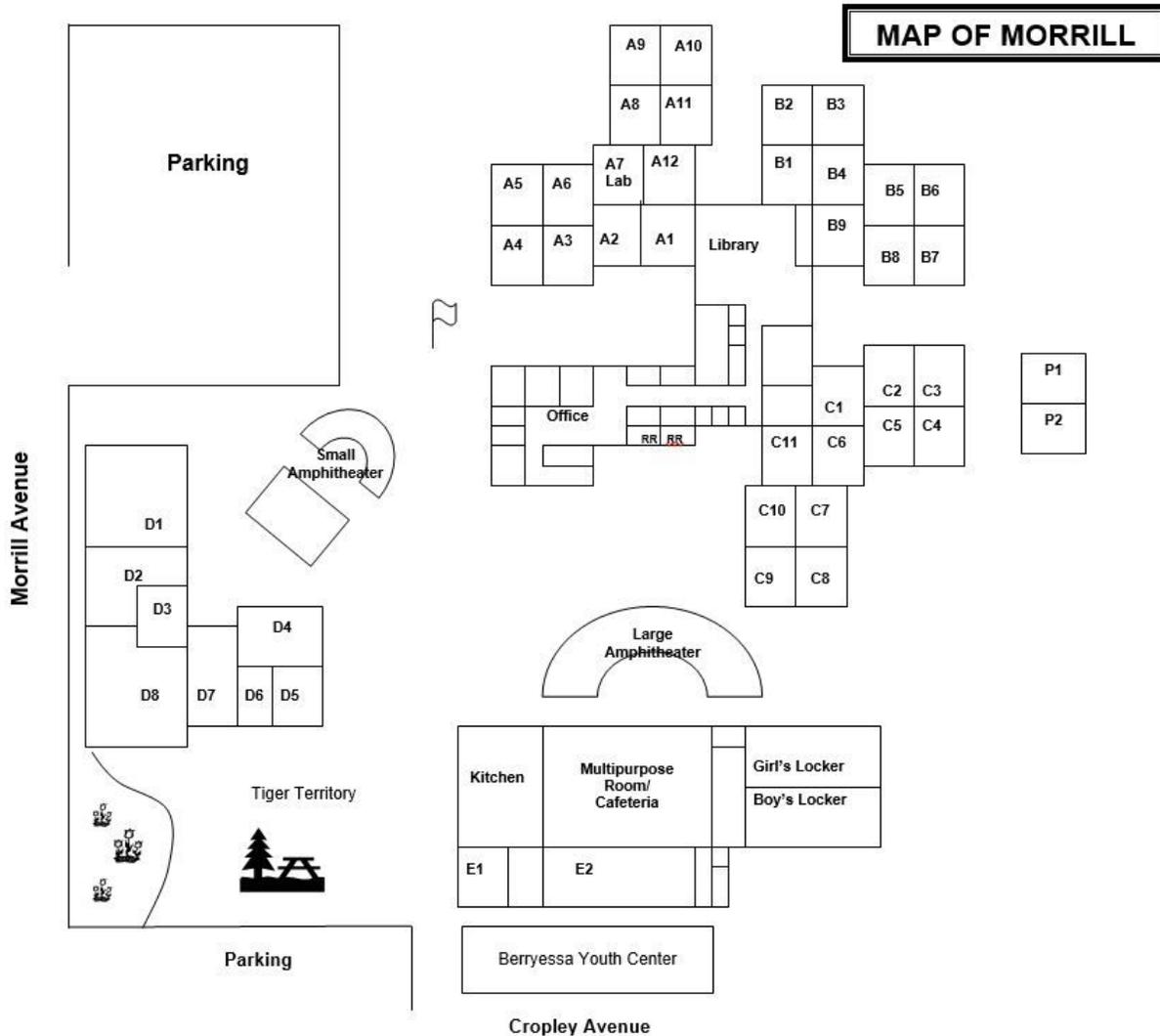
I look forward to another year as a part of this community.

Sincerely,

Mr. Anthony Alberts
Assistant Principal
Morrill Middle School

Bell Schedule/Map

Regular Days	Minimum Days
<p>7:45 AM: Campus Opens</p> <p>7:56 AM - 8:04 AM: Advisory</p> <p>8:07 AM - 9:02 AM: 1st Period</p> <p>9:05 AM - 10:00 AM: 2nd Period</p> <p>10:00 AM - 10:12 AM: Break</p> <p>10:15 AM - 11:10 AM: 3rd Period</p> <p>11:13 AM - 12:08 PM: 4th Period</p> <p>12:08 PM - 12:38 PM: Lunch</p> <p>12:41 PM - 1:36 PM: 5th Period</p> <p>1:39 PM - 2:34 PM: 6th Period</p>	<p>7:45 AM: Campus Opens</p> <p>7:56 AM - 8:04 AM: Advisory</p> <p>8:07 AM - 8:48 AM: 1st Period</p> <p>8:51 AM - 9:32 AM: 2nd Period</p> <p>9:32 AM - 9:42 AM: Break</p> <p>9:45 AM - 10:26 AM: 3rd Period</p> <p>10:29 AM - 11:10 AM: 4th Period</p> <p>11:10 AM - 11:40 AM: Lunch</p> <p>11:43 AM - 12:24 PM: 5th Period</p> <p>12:27 PM - 1:08 PM: 6th Period</p>



School Guidelines

The Basic Guidelines

Arrival and Dismissal

Students are expected to arrive on time, and be seated in class by 7:56 AM. School is dismissed at 2:32 PM (1:04 on a Minimum Day- every Thursday and select Wednesdays throughout the year). Students are not to remain on campus unless they are participating in school directed activities. Students who stay for study sessions with their teachers may remain on campus and can call parents to notify them. Students not involved in a school directed activity after school must leave campus by 2:42 PM (1:14 PM on Minimum Days). Should students refuse a request to leave, disciplinary action will be taken.

Attendance

Daily attendance is mandatory, based on the attendance requirements mandated by Senate Bill 727. There are some legitimate reasons for not attending school - illness, a death in the immediate family, doctor or dentist appointments, or a court appearance. Any other absence is considered unexcused and can lead to your student being labeled truant. Once that occurs, we must refer them first to the district office, then to the Santa Clara County Office of Education, and finally the Santa Clara District Attorney's office. To avoid that, please make sure to do the following:

Attendance Guidelines

1. Call in every day of absence for a student with a valid reason to 408-923-1931
 - a. Make sure to include the student's first and last name, your first and last name, your relationship to the student, and the reason for absence
 - b. You may also request missing work if your student is absent 3 or more days.
 - c. You up to 72 hours from the start of your student's absence to call in the absence with a valid reason for it to be excused.
2. If your student is ill for 3 or more days, get a doctor's note confirming the illness **(mandatory)**
3. Schedule appointments or vacations after school hours, not during school time. **Vacations are not a valid excuse for absence.**

Attendance Consequences of Unexcused absences

1. Mandatory student-parent/guardian-social worker meeting to discuss attendance and impose requirements for student and parent/guardian.
2. Referral to District Office for a Student Attendance Review Board.
3. Referral to the County Office for a Student Attendance Review Board.
4. Referral to the District Attorney's Office to pursue charges related to the welfare of your student.
5. If 10 or more consecutive days are unexcused, student may be dropped and you will be required to re-enroll them.

Bills

Students may be billed during the year for lost or damaged library books, lost or damaged textbooks, lost or damaged school technology, lost or damaged P.E. locks, and/or damage to school property. Parents/Guardians are expected to pay their bill promptly. Receipts are given when payment is made. Failure to pay will result in restriction from school activities until the bill is paid.

Bicycles

Bicycle racks are provided outside the office and by the Berryessa Youth Center. All bikes must be walked on school grounds when arriving at or departing from school and must be locked in a bicycle rack during school hours. Bicycles are allowed on campus at the student's risk. The school assumes no responsibility for lost or damaged bicycles. **By law, students riding a bicycle must wear a helmet.**

Child Abuse Reporting Law

Penal Code Section 11166 - All employees are to report suspected child abuse to the proper authorities. Employees are trained annually on abuse reporting requirements.

Cutting School/Truancy

Any student cutting or attempting to cut (leave without permission) any part of the school day shall be reported to their parents and disciplinary action will be taken (Ed. Code 12401-13).

Emergency Drills

Emergency drills, including fire, earthquake, and intruder drills are held at various points throughout the school year. Each teacher is provided with an evacuation map that they will review with students at the beginning of each school year and post in the classroom for reference. Our goal during these drills is to ensure that students know what to do during an emergency by habit. Should an emergency occur, please go to the check-out area to gather your student afterwards. We need to be able to account for all students to ensure we are giving accurate information to first responders, and the sudden absence of any student creates unfortunate consequences. **If a real emergency occurs, we will only release students to parents, guardians or adults designated on their EMERGENCY CARDS.** Please ensure this information is up-to-date.

Glass Bottles and Containers

Glass bottles and containers should not be brought to school. These items could break and cause injury. They may be confiscated and returned only to a parent or guardian.

Health Services

Emergency Cards - Every student must have a completed, up-to-date emergency card on file in the school office. Please notify the office immediately of any change of home address, work address, telephone number(s) or e-mail(s). **Please note that a student will be released only to adults listed on the emergency cards.**

Injury or Illness - These are reported to the teacher or the office. Students coming to the office from class must have a pass. The only exception to this is before or after school, lunch or break. Parents/Guardians will be contacted should their student have a fever, vomit, stomach pains or severe diarrhea, or should they receive a head injury or other major injury. They must pick up their students. If they cannot or cannot be contacted, the school reserves the right to call an ambulance as needed. **Fevers or vomiting require that a student remain home at least 48 hours after the symptoms have ended.**

Medications - By law, no school staff may give medication unless the student's doctor has given written instructions and parents/guardians have filled out a Permit to Take/Administer Medication at School. This includes ASPIRIN, TYLENOL or any allergy medication. **Unless they have a permit, students are not allowed to carry any medications.**

Chronic or Long Term Illness - Parents/Guardians of students who will be absent 10 or more consecutive days during the school year are to contact the school. The student's doctor must make a request in writing for home teaching; this request is to be made as soon as the doctor identifies the need for absences. If a student is absent due to illness more than 10% of the school year, additional absences must be excused by their doctor.

Lost and Found

Items that have been found may be left in the classroom for one or two days, and then turned into the office. Lost clothes, shoes, lunch boxes, etc. will eventually be placed in the Lost and Found bins in the Multi-purpose room. **The school takes no responsibility for the loss of student's personal items.**

Non-School Items

The school is not responsible for recovering non-school items. Items not related to school work should be kept at home. Some examples are sunflower seeds, gum, screwdrivers, toys, personal electronics (handheld gaming systems, mp3 players, pagers, etc.), laser pointers, trading cards, playing cards and valuable personal items like jewelry or large amount of money. ***The school is not responsible for recovering non-school items.***

Off-Campus Food Delivery

State law AR 5030 states, "*If the foods and/or beverages are noncompliant, students must collect the foods and/or beverages off school campus or 1/2 hr after the end of the school day. All foods or beverages offered for sale at any school on any school day by an student or adult entity or organization must also be approved by the Governing Board, as set forth by Berryessa USD Board Policy 3554.*" We are **legally** not allowed to hand out food delivered to campus until a half-hour after school. Should a parent or guardian bring food and drop it off for a student, this rule does not apply. However, if a DoorDash, GrubHub or other food delivery service, or an individual not on the student emergency form, should delivery food on campus we will refuse to give the food to the student until the appropriate time.

Selling, Bargaining or Trading

Students are not allowed to sell, bargain or trade any items while on school campus. This includes personal items such as clothing, electronics or cards and food items such as candy, drinks, or other foods. Sale of items on campus must have prior approval of the school administration. Students involved in non-approved sales will have their items confiscated and may receive disciplinary action.

Skateboards, Rollerblades, and Scooters

Skateboards, rollerblades and scooters must be dropped off in advisory or the office before school begins. All skateboards, rollerblades or scooters must be walked on school grounds when arriving at or departing from school and must not be in possession of the student during school hours. Skateboards, rollerblades and scooters are allowed on campus at the student's risk. The school assumes no responsibility for lost or damaged bicycles. **By law, students riding skateboards, rollerblades or scooters must wear a helmet.**

Tardies and Lates

Each student is responsible for being on time to all classes and is expected to be in his/her seat when the bell rings. Excessive tardiness (3 or more) will warrant after school or lunch detentions. Habitual tardiness will become a truancy matter (see **Attendance**). Any student who arrives 30 minutes after the start of first period must report to the office before going to class. If it is

unexcused, it will be marked as a Late. **3 Lates count as one unexcused day and will follow the actions in Attendance.**

Telecommunications Use Agreement

Written parent/guardian permission is required for students to use computer equipment connected to the internet and for internet access. It is important for parents/guardians and students to read and discuss the Telecommunications Use Agreement. It is extremely important that rules be followed. Failure to follow the rules of the Telecommunications Use Agreement will result in the loss of privileges to use school computers and the internet.

Telephone Use/Cell Phones/Handheld Technology

The telephones in the office are for student use *only if there is a compelling reason to call home*. Parents/Guardians are advised to **not text or call students on their cell phones during school hours, as it is disruptive to their student's and other students' learning**. If it is an emergency, please call the office and your student will be called to the office when you arrive at the office. Within a classroom, teacher rules for handheld technology apply. Offenses and consequences will be strictly followed. Before school, during break and lunch, and after school, handheld technology will be allowed as long as **they follow these guidelines**:

1. *No speakers may be used, only headphones/headsets.*
2. *No filming/taking photos of others*
 - a. *Phone will be confiscated until a parent/guardian meeting is held and items are deleted.*
 - b. *Depending on the situation, misuse of handheld technology and Bullying/Harassment consequences may be applied.*
3. *No calls, texting, or messaging of any kind.*
4. *Videos, websites, apps, music and games are allowed as long as they are school appropriate. Any violation of this will follow the Inappropriate Use of the Internet **and** the Misuse of handheld technology consequences*

The school is not responsible for lost, stolen or damaged phones or electronic handheld devices.

Textbooks

Classroom teachers will issue all textbooks to students. Each student is responsible for ALL books issued to them throughout the school year. Lost, stolen, or damaged books should be reported to the teacher and a replacement will be issued. Students will be billed for the damage or loss. Returned books showing signs of misuse will result in an assessment of damage and a bill that is based on the extent of the damage. Activities will be restricted until fines are paid.

The Academic Guidelines

Academic Counseling

Our school provides an academic counseling program for the purpose of guiding students through middle school and preparing them for later in life. The services of the academic counseling program include: student conferences concerning low and/or failing grades, schedule changes, scheduling new students, and helping students understand their academic and career goals.

Cheating/Plagiarism

Taking another person's work and claiming it is your own without appropriate citation or excessive use is not honest and is not allowed. Students who take or copy another student's work,

test, assignment, or project, or students who give their work, test, assignment, or project to other students for cheating/plagiarism, will receive an 'F' grade for the graded item. Additionally, detention or in-school suspension may be assigned.

Homework

In order to reinforce a specific concept from class or to complete work unfinished in class, teachers reserve the right to assign homework during the school week. **Homework assignments should be recorded each day on the daily assignment section in the Student Handbook.** Some teachers may also use an online tool such as a website, Infinite Campus or Edmodo to list and track homework. Please be aware of how each teacher chooses to share information in class.

Library

Students are encouraged to use the school library. The library is open to students during break and lunch. Chromebooks are available for research, projects and internet access. Books can be checked out and returned when due. Students must pay for the replacement of lost library books or damaged or lost chromebooks in their possession. Students are also responsible for any damage to books they have checked out.

Physical Education Classes

All pupils are expected to participate in physical education. If the student has a medical excuse on file with the office and the physical education instruction, a modified program will be provided. Students are expected to dress for P.E. in a standard uniform or in solid black or solid grey gym clothes without large logos (such as Nike, ADIDAS, etc). Students should wash their clothes at least once a week. Students will be assigned lockers for their gym clothes. **The school will not assume responsibility for items removed from the lockers.** P.E. clothes may not be worn in their regular classes, except with permission from the office.

Report Cards and Progress Reports

Report cards are mailed home after each semester. Mid-semester progress reports will be sent home with students with information for parents/guardians on student's current progress. If a student receives a 'D' or 'F' grade, it is suggested that parents contact the school to arrange a conference with the teacher to create an academic plan for improvement.

Student Handbook and Assignments

All students are provided a student handbook and are expected to log the assignments from each class on the daily assignment section each instructional day. Parents should review assignments each evening and if necessary, help students plan their time so they can complete their work. Parents/Guardians are encouraged to contact the teacher if they questions. **If a handbook is lost and a replacement is desired, students may purchase one for \$5 in the office.**

Teacher Conferences

Teachers are available to meet throughout the school year. Parents/Guardians may call the school at 408-923-1930 or contact the teacher directly by email. Email is the best way to contact your teacher. Teachers are unavailable by phone during school hours.

General Community Guidelines

After School Events

After school events like dances, band or choir performances, or other activities, are a privilege based on good behavior and attendance. Should a student miss the school day or be on

suspension, they are not allowed to attend these events. Additionally, if they are on the restriction list, they may not attend the event.

After School Sports

A full range of boys and girls sports are provided throughout the school year. Minimum criteria for participations include a 2.0 GPA, no 'F' grades, and good behavior and attendance. Additionally, students and parents/guardians must attend a school sports meeting to understand expectations of student athletes and their parents/guardians. Students on a sports team must meet eligibility criteria for school activities and have medical insurance provided by parents. Should a student miss the school day or be on suspension, they are not allowed to participate in the game. Additionally, if they are on the restriction list, they may not be on the team.

Associated Student Body (ASB)

The Morrill Middle School Associated Student Body provides for student activities, approves clubs and fundraisers, organizes Spirit Weeks and dances, facilitates leadership training, promotes the common good for the school, helps solve problems that arise, and plans for student body fund expenditures. Good behavior, attendance, and appropriate academic standing are required for Student Body Commissioners.

Birthday Celebrations

Balloons, cakes and other birthday celebration materials are allowed, but have proven to be disruptive in class. They must be dropped off in the office before school and may be collected at the end of school.

Closed Campus

All students are required to remain on school grounds during the regular scheduled school day. In order for an adult identified on the student's emergency card to remove a student from school, the adult must sign out the student in the front office. Students who leave campus without permission will face disciplinary consequences. **No student is allowed to bring visitors to school for any reason.**

Dances

Dances are an after school event and the following guidelines apply: Students are expected to be picked up by their parents/guardians promptly at the end of the dance. No student is allowed to leave the dance early, and no one is admitted one-half hour after the dance begins. Admission fees are paid at a lower rate in advance or at the door at the standard rate. All school rules, including dress code, apply to behavior at dances. Students with unacceptable behavior may be restricted from dances by the principal or assistant principal. **ONLY MORRILL STUDENTS MAY ATTEND OUR DANCES: NO OUTSIDE GUESTS PERMITTED.** Students not picked up 15 minutes after the dance concludes, will not be allowed to attend the next dance.

Flyers, Notices, or Invitations

Flyers, notices or invitations may not be distributed at school without prior written approval of the principal or assistant principal.

Parent Visits

Parent visits to classrooms are welcomed and encouraged. As a courtesy to teachers, our policy is to require that visits be arranged at least 24 hours in advance.

Romantic Interactions

Love is a beautiful thing. However, seeing two students engage in a passionate embrace is less so. Students are expected to maintain a respectful attitude towards each other at all times. Should affectionate actions go beyond what is appropriate, students will be warned or parents/guardians will be contacted. Should the instance be extreme or repetitive, a conference with both sets of parents/guardians will be held with an administrator. If you have questions about what is appropriate, please see or e-mail an administrator.

Social Worker Counseling Services

Our school provides a social-emotional counseling program for the purpose of guiding students through middle school and preparing them for later in life. The services of the social-emotional counseling program include: individual and group counseling to resolve conflicts, provide guidance and help with personal or social issues, and helping the student to understand himself/herself and others. To regularly access services a permission slip must be completed.

Traffic Safety

Parents - As you are dropping off your student in the morning, we ask that you drive slowly, obey all traffic signs and road directions, and watch out for students as they move towards the sidewalks. The safety of all students, not just your own, is paramount to a community focused on learning and student health and well-being.

Students - All students must use crosswalks going to and from school. Unsafe behavior puts you and others at risk. Please be sure you look carefully before crossing any street or driveway.

Student Behavior and Discipline

The following information is intended to present our school regulations and consequences clearly. ***Please review this carefully.*** All students are expected to understand and follow these guidelines. Students who have been found to have committed acts listed under the column labeled **Offense** can expect to be assigned any of the penalties itemized in the column labeled **Consequences**. It should be noted that there may be degrees of severity and/or previous patterns of behavior that will influence the resulting consequence. The school administrators will use their discretion in determining those consequences.

The types of consequences that may be assigned are as follows: Break or lunch detention, Staff-led mediation, after-school detention, parent/guardian-support team-student conference, restorative justice circles, counseling, student behavior contracts, student behavior plans, Student Attendance Review Board (SARB), On Campus Restoration, at home suspensions, limited day, at-home instruction, or expulsion recommendations.

Any suspension or in-school suspension requires parents/guardians and their student to attend an intake meeting with an administrator to determine supports and expectations for students as they return to school.

All school regulations and consequences apply to after-school activities and school directed events, as well as going to and from school or other schools. Appropriate behavior is expected of all students at school events.

The Discipline Matrix sets forth the guidelines for assessing consequences for violations of School Board Policies. The school principal or assistant principal has the discretion to deviate from these guidelines by assessing an appropriate consequence other than that stated in the matrix, if he or she determines in his or her sole discretion that there are mitigating or aggravating circumstances.

Minor Offenses	Consequences (Verbal Warning, Conference with Student, Parent Contact - Listed in order of offense)
· Being in an area off limits to students	<ol style="list-style-type: none"> 1. Detention 2. Two Detentions 3. On Campus Restoration (OCR)
· Chewing gum/Littering	<ol style="list-style-type: none"> 1. Warning 2. Lunch Detention 3. Multiple Lunch Detentions
· Failure to meet skateboard, rollerblade, scooter or bicycle guidelines	<ol style="list-style-type: none"> 1. Warning 2. Confiscation of item until end of day 3. Confiscation of item until parent retrieval
· Inappropriate attire	<ol style="list-style-type: none"> 1. Refer to <u>Dress Guidelines</u>
· Inappropriate display of affection	<ol style="list-style-type: none"> 1. Warning 2. Warning and Parent/Guardian Contact 3. Parent/Guardian Conference with both families 4. Parent/Guardian contact and separate detention 5. Schedule Change if appropriate
· Use of personal electronics without permission	<ol style="list-style-type: none"> 1. Warning to put item away 2. Confiscation of item until the end of the day

	3. Confiscation of item until parent/guardian can retrieve item
· No show for teacher detention	1. Complete teacher detention and an additional administrative detention
· Repeated violations of teacher behavior rules in the classroom	1. Teacher consequences 2. Teacher consequences plus one detention 3. Teacher consequences plus On Campus Restoration (OCR) and Restriction List
· Tardiness	1. Tardy = 10 minute break Detention the next day 2. 3 detention no shows = After school detention 3. 10 tardies = Restriction List

Moderate Offenses	Consequences (Conference with Student, Detention, Parent Contact)
· Defiance of school authority and/or unsafe behavior	1. On Campus Restoration (OCR) 2. Detention 3. Up-to 5 days of suspension
· Academic Dishonesty/Cheating/Plagiarism	1. 'F' grade for the test or assignment 2. Detention and placed on the Restriction List 3. On Campus Restoration (OCR) and Academic Behavior Plan
· Forgery/Falsifying School Records or Documents	1. Restriction List and Parent Contact 2. On Campus Restoration (OCR) and Parent Conference
· Harassment /Intimidation /bullying of another student	1. On Campus Restoration (OCR) 2. Detention 3. Up-to 5 days of suspension
· Inappropriate use of the internet	1. Warning and parent contact 2. Temporary suspension of technology use and parent 3. Extended /permanent suspension from technology 4. Up-to 5 days of suspension
· No show for administrative detentions	1. Additional Detentions or replacement with Lunch Detentions 2. On Campus Restoration (OCR)
· Off-campus without permission or cutting class	1. Multiple Break/Lunch Detentions 2. On Campus Restoration (OCR) 3. "CUT" on Attendance Record 4. 45 minute After School Detention
· Profanity /abusive language or gesture /racial, sexual, or ethnic slurs	1. Detention 2. On Campus Restoration (OCR) 3. Up-to 5 days of suspension
· Recording and sharing, and/ or failing to disperse from the area of a fight	1. Detention 2. On Campus Restoration (OCR) 3. Up-to 3 days of suspension

<ul style="list-style-type: none"> Returning to school or trying to enter a school activity while suspended (non-violent reasons) 	<ol style="list-style-type: none"> Additional days of suspension
<ul style="list-style-type: none"> Throwing or placing any object, liquid or substance (including water or frosting) on another person (including food fights) 	<ol style="list-style-type: none"> Detention On Campus Restoration (OCR) Up-to 5 days of suspension
<ul style="list-style-type: none"> Vandalism /defacement/ destruction of property 	<ol style="list-style-type: none"> On Campus Restoration (OCR), Restriction List, and Parents/Guardians billed for damages Up-to 5 days of suspension, Restriction List and Parents/Guardians billed for damages

Major Offense	Consequences (Conference with Student, Parent Contact)
<ul style="list-style-type: none"> Causing /attempting to cause /threatening physical injury to another including fighting, willful use of force or violence, and/or terrorist threats 	<ol style="list-style-type: none"> On Campus Restoration (OCR) Up-to 5 days of suspension Possible police referral and/or recommendation for expulsion
<ul style="list-style-type: none"> Possession of, sale of, or igniting small explosives such as firecrackers, smoke bombs and/or stink bombs 	<ol style="list-style-type: none"> Up-to 5 days of suspension Possible police referral
<ul style="list-style-type: none"> Possession /use of matches or lighters or any flammable substance specifically used for starting fires 	<ol style="list-style-type: none"> On Campus Restoration (OCR) Up-to 5 days of suspension
<ul style="list-style-type: none"> Possession, use, sale, furnishing of a controlled substance including alcohol, tobacco, marijuana, intoxicants of any kind, or any “look alike” substance such as e-cigarettes, vape pens, etc. 	<ol style="list-style-type: none"> On Campus Restoration (OCR) Up-to 5 days of suspension Possible Police Referral Recommendation for expulsion
<ul style="list-style-type: none"> Stealing /attempting to steal school or private property and/or extortion 	<ol style="list-style-type: none"> On Campus Restoration (OCR) Up-to 5 days of suspension and Parents /Guardians will be billed for any lost or damaged items.
<ul style="list-style-type: none"> Committing or attempting to commit a sexual assault or committing a sexual battery 	<ol style="list-style-type: none"> 5 day suspension, police referral and expulsion recommendation.
<ul style="list-style-type: none"> Gang Related conduct /activity on all school campuses and during all school-sponsored events. 	<ol style="list-style-type: none"> On Campus Restoration (OCR) Police referral Up to 5 days suspension Possible Expulsion Recommendation
<ul style="list-style-type: none"> Possession of, sale of, use, brandishing at another person, or furnishing imitation firearms or weapons at school. 	<ol style="list-style-type: none"> Up to 5 day suspension Police Referral Expulsion Recommendation
<ul style="list-style-type: none"> Possession of, sale of, use, brandishing at another person, or furnishing weapons such as guns, knives and other dangerous items at school. 	<ol style="list-style-type: none"> Up to 5 day suspension Police Contact Expulsion Recommendation
<ul style="list-style-type: none"> Possession of and/or electronic transmission of inappropriate sexual content at school or using a school device 	<ol style="list-style-type: none"> On Campus Restoration (OCR) Up-to 5 days of suspension and suspension of access to technology Up-to 5 days of suspension, permanent suspension from technology and possible expulsion recommendation.

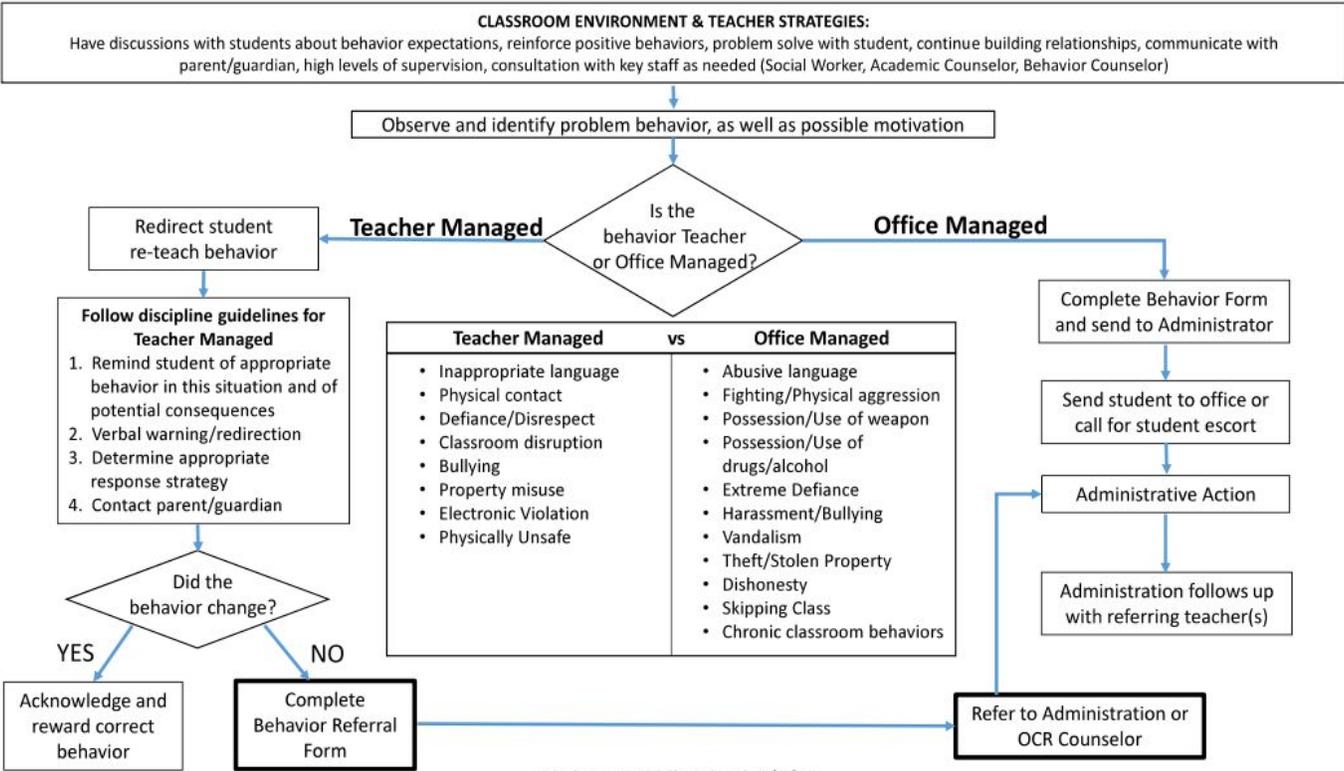
<ul style="list-style-type: none"> Possession of, sale of, distribution of, or electronic transmission of inappropriate sexual content of a minor, including the individual distributing or in possession 	<ol style="list-style-type: none"> Up to 5 day suspension Police Referral Possible Expulsion Recommendation
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The Discipline Matrix sets forth the guidelines for assessing consequences for violations of School Board Policies. The school principal or assistant principal has the discretion to deviate from these guidelines by assessing an appropriate consequence other than that stated in the matrix, if he or she determines in his or her sole discretion that there are mitigating or aggravating circumstances.

On Campus Restoration (OCR)

On Campus Restoration (OCR) is a program that is provided to students as an alternative to at-home suspension. It may be considered an in-school suspension, where students are isolated from the rest of the student body during a portion of, or the entire day, including breaks and lunches, depending on the severity of the offense. The benefits of this for students are in their being able to keep up with their classwork, meeting with the behavioral counselor and/or social worker, as well as restorative by providing students with the opportunity to self-reflect, mediate, problem-solve and goal set to begin building connections with the support system provided on-site. OCR may also require more parent/guardian involvement and discussion in order for us as a team to produce positive supports for your child’s success.

The maximum number of times a student may attend OCR is 10. After ten times, other consequences will be used, such as at-home suspensions, SARB (School Attendance Review Board), home instruction, expulsion recommendation, or other education programs to address student needs or to provide consequences for their actions.



Safe Community Pledge

As a responsible member of the community, I realize that safety at home, school, and in the neighborhood are important to my and the community's well-being. Understanding the importance of non-violence and a substance free lifestyle to my home, school, and society in general, I have pledged my support to do the following:

- I will not carry dangerous weapons of any type with me at any time. This includes knives, guns or any other object that is designed to harm another person or myself.
- I will not associate with friends or acquaintances that have weapons, and/or participate in violent activities.
- I will not become involved in situations that involve fighting or other violent or destructive actions.
- I will honor my commitment to love as a responsible member of the community, and will not be pressured by peers to become involved with alcohol, tobacco, marijuana, or other illegal substances.
- I understand that failure to meet the Safe Community expectations at Morrill Middle School regarding weapons, violence, illegal substances will result in consequences outlined above.

Morrill Middle School Dress Guidelines

Our primary focus is to provide all students with a safe and positive learning environment that helps each student learn to the best of their abilities. Over the years it has become apparent that a student's attire has a strong influence on their attitude as well as how much they focus on their learning. It is not the purpose to dictate specific dress requirements in this section, but rather to insure that all students will be dressed in a way that contributes and builds their confidence to succeed while helping to generate a positive learning environment. These expectations also introduce students to dress expectations they will encounter in future employment and education.

Berryessa Union School District Board Policy 5132 states that "***The development of attitudes and behavior patterns in dress and grooming should be part of each student's total educational experience.***" In general, students are not to be attired in clothing that compromises their safety, their ability to respond in an emergency, their modesty or is disruptive to the educational process. In order to assist parents/guardians in planning their student's apparel in middle school the following guidelines are presented.

The primary standards for student dress and grooming are to be neat and clean while at school and to follow the Morrill Middle School Dress Guidelines. The standard dress expectations for all students at Morrill are:

- ❖ Student IDs and lanyards must be available immediately upon the request of any adult wearing identification as a Berryessa Union School District employee or first-responder
 - This is directly tied to campus security and is not up for negotiation
- ❖ No undergarments should be visible, whether partially or completely, including any of the following:
 - Tank tops or undershirts
 - Bra straps or bras
 - Underwear of any type
- ❖ Student's bellies and backs should not be visible
- ❖ Pants/shorts should not have holes, rips, or tears above the knee
- ❖ Hats or hoodies in class

Students are prohibited from wearing any of the following clothing or apparel, which may include but is not limited to:

- ❖ Clothing considered unsafe, dangerous, or a health hazard including flip-flops, open-toe shoes and sandals, or “slides”
- ❖ Contains offensive or obscene symbols, slogans, or words degrading any gender, cultural, religious, sexual, or ethnic values
- ❖ Contains language or symbols oriented towards violence, vandalism, sex, illegal substances, alcohol, tobacco, or marijuana
- ❖ P.E. or gym clothes within the general education classrooms unless with permission from administration
- ❖ Gang-related apparel such as
 - Majority 1 color outfits, such as red shoes, red shirt, red hat, or blue shirt, blue pants, blue shoes, blue belt.
 - Chains, jewelry or other accessories with gang symbols/references

Dress Guidelines Consequences

Students who violate any aspect of the above dress guidelines will receive the following consequences, though the response may vary depending on the violation and student response to being notified of the violation:

1. Warning and a request to change outfit with removal from student body population until change has occurred
 - a. Options are changing into P.E. clothes, school provided alternatives, or calling home for a change of clothes
2. Restriction list, removal from student body population until changed, call home
3. Parent/Guardian-Student-Administrator-Support Staff meeting to discuss other options for clothing, removed from student body population until changed
4. On Campus Restoration or student sent home from school
5. Suspension

Attendance Guidelines Consequences

Any student absence **MUST BE CALLED IN at 408-923-1931**. This will help you avoid some of the consequences listed below.

To clarify the attendance policy, the following consequences will apply for the following offenses at the discretion of the principal or assistant principal:

Attendance Issue	Consequence
<ul style="list-style-type: none"> • 3 tardies 	<ol style="list-style-type: none"> 1. 1 after school detention or two lunch detentions
<ul style="list-style-type: none"> • 3 detentions due to tardiness 	<ol style="list-style-type: none"> 1. Lunch and break detentions 2. On Campus Restoration
<ul style="list-style-type: none"> • Cutting class and/or school 	<ol style="list-style-type: none"> 1. 1 after school or two lunch detentions 2. Lunch and break detentions

	3. On Campus Restoration
<ul style="list-style-type: none"> • 3 Lates (arriving to school more than 30 minutes after the start) 	1. Count as 1 unexcused absence day
<ul style="list-style-type: none"> • 3 unexcused absences 	1. Submission of student to the Student Attendance Review Team <ol style="list-style-type: none"> a. 1st mandated truancy letter sent to family
<ul style="list-style-type: none"> • Habitual unexcused absences 	1. Submission of student to the Student Attendance Review Team <ol style="list-style-type: none"> a. 1st mandated truancy letter sent to family b. 2nd mandated truancy letter sent to family c. Mandatory meeting with School level attendance review team d. 3rd mandated truancy letter sent to family with referral to the District level attendance review board. e. Student attendance review board at the District Office f. Referral to the County Student Attendance Review Board g. Referral to the District Attorney's office
<ul style="list-style-type: none"> • Missing 10% or more of school for any reason without request for home instruction due to major illness 	1. Mandated 10% truancy letter sent to student's family.

Possible mandates from review team and review board include:

- ❖ Doctor's note for any illness that leads to students missing school
- ❖ Creating a bedtime routine
- ❖ Creating a routine to limit access to electronics to encourage rest
- ❖ Parent/Guardian shadowing their student for a day
- ❖ Recommendation to outside services to deal with issues brought up during meetings.

Please note that many of these expectations are set by California state education code (such as what is considered an excused or unexcused absence and the consequences for days missed) and are non-negotiable. Please call if you have questions or concerns: 408-923-1930.

8th Grade Promotion End of Year and Promotion Criteria

Eighth grade students may participate in the promotion ceremony if they have the following:

- ❖ No suspendable incidents within 12 weeks of promotion or expulsionable offenses during the 8th grade year
- ❖ Higher than a 1.75 cumulative GPA for the 8th grade academic year or a cumulative middle school GPA of 2.0 or above

Eighth grade students will be restricted from some or all of the end of the year activities due the following:

- ❖ Financial Obligations: Owing a debt to the school, including but not limited to:
 - Lost or damaged textbooks
 - Lost or damaged library books
 - Lost or damaged school technology
 - Damage, defacing, or destruction of school or private property
- ❖ Placement on the Restriction List
- ❖ Excessive suspensions or behavior based referrals throughout the year

The 8th grade contract is given out at the beginning of the second semester. At that point the following applies:

Participating in the promotion ceremony is reserved for those 8th graders who have met all academic requirements and are also in good standing regarding school attendance and behavior.

1. Combined ten or more tardies to any classes including Advisory
2. Three or more referrals (includes skipped detentions and being sent to the office during class time.)
3. One suspension
4. Below a 1.75 8th grade GPA or below a 2.00 cumulative GPA
5. Two or more unexcused absences

If your student has any of the above they will not be able to participate in any 8th grade activities (i.e. Promotion Ceremony, 8th Grade Dance & Field Trip). Students may be able to appeal a decision through a student meeting with the Principal.

Tools for success

W.I.C.O.R.

W = Writing

1) Writing is . . .

- A learning tool
- A personal/public communication tool
- A record of thinking

2) Students who write . . .

- Consider the audience & purpose
- Engage in various writing processes to address specific situations
- Support their thinking
- Demonstrate understanding

I = Inquiry

1) Inquiry is . . .

- Uncovering one's understanding
- Asking critical questions
- Engaging in thinking, learning, & discussion

2) Students who inquire . . .

- Analyze & synthesize materials or ideas
- Clarify their own thinking
- Probe others' thinking
- Work through ambiguity

C = Collaboration

1) Collaboration is . . .

- Teamwork with shared responsibility
- Sharing of ideas, info, & opinions
- Formal/informal discussion

2) Students who collaborate . . .

- Work together toward a common goal
- Develop positive interdependence
- Work in focused study groups
- Support the learning of others

O = Organization

1) Organization is . . .

- Managing materials
- Planning & prioritizing
- Strategically controlling your learning responsibly

2) Students who organize . . .

- Develop & use processes
- Manage their time well
- Interact with their teachers
- Use self-direction & self-evaluation

R = Reading

1) Reading is . . .

- Gaining meaning, understanding, & knowledge from print & other media
- Purpose-driven
- Interactive

2) Students who read . . .

- Understand text structures
- Use prior knowledge & make connections to text, self, & world
- Make predictions & ask ?s
- Create visual images as they read

MULTIPLICATION TABLE 1 – 20

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
2	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32	34	36	38	40
3	3	6	9	12	15	18	21	24	27	30	33	36	39	42	45	48	51	54	57	60
4	4	8	12	16	20	24	28	32	36	40	44	48	52	56	60	64	68	72	76	80
5	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	100
6	6	12	18	24	30	36	42	48	54	60	66	72	78	84	90	96	102	108	114	120
7	7	14	21	28	35	42	49	56	63	70	77	84	91	98	105	112	119	126	133	140
8	8	16	24	32	40	48	56	64	72	80	88	96	104	112	120	128	136	144	152	160
9	9	18	27	36	45	54	63	72	81	90	99	108	117	126	135	144	153	162	171	180
10	10	20	30	40	50	60	70	80	90	100	110	120	130	140	150	160	170	180	190	200
11	11	22	33	44	55	66	77	88	99	110	121	132	143	154	165	176	187	198	209	220
12	12	24	36	48	60	72	84	96	108	120	132	144	156	168	180	192	204	216	228	240
13	13	26	39	52	65	78	91	104	117	130	143	156	169	182	195	208	221	234	247	260
14	14	28	42	56	70	84	98	112	126	140	154	168	182	196	210	224	238	252	266	280
15	15	30	45	60	75	90	105	120	135	150	165	180	195	210	225	240	255	270	285	300
16	16	32	48	64	80	96	112	128	144	160	176	192	208	224	240	256	272	288	304	320
17	17	34	51	68	85	102	119	136	153	170	187	204	221	238	255	272	289	306	323	340
18	18 <td>36</td> <td>54</td> <td>72</td> <td>90</td> <td>108</td> <td>126</td> <td>144</td> <td>162</td> <td>180</td> <td>198</td> <td>216</td> <td>234</td> <td>252</td> <td>270</td> <td>288</td> <td>306</td> <td>324</td> <td>342</td> <td>360</td>	36	54	72	90	108	126	144	162	180	198	216	234	252	270	288	306	324	342	360
19	19	38	57	76	95	114	133	152	171	190	209	228	247	266	285	304	323	342	361	380
20	20	40	60	80	100	120	140	160	180	200	220	240	260	280	300	320	340	360	380	400