

CORONADO MIDDLE SCHOOL

“Home of the Tritons”

550 F Avenue
Coronado, California 92118
PHONE: (619) 522-8921 FAX: 619-522-6948
cms.coronadousd.net

STUDENT HANDBOOK 2017-2018

Principal: Karin Mellina
Assistant Principal: Brooke Falar
Counselor: Mike Crooker
Counselor: Elise Agrella-O'Rourke

This Handbook Belongs To:

Name: _____ Grade _____

Address: _____

City: _____ Zip _____

Phone: _____ Email: _____

Homeroom/1st Period Teacher: _____ Room _____

SCHEDULE OF CLASSES

Period	Room	Class	Teacher
1			
2			
3			
4			
5			
6			
7			

<u>BELL SCHEDULE: (Mon. Tues. Thurs. Fri.)</u>	
Period 1	7:58-9:04
Period 2	9:08-10:05
Break	10:05-10:15
Period 3	10:19-11:16
Period 4	11:20-12:17
<i>Lunch 1</i>	<i>11:16-11:57</i>
Period 5	12:01-12:58
<i>Lunch 2</i>	<i>12:17-12:58</i>
Period 6	1:02-1:59
Period 7	2:03-3:00

<u>BELL SCHEDULE: WEDNESDAY</u>	
Period 1	7:58-8:44
Period 2	8:48-9:28
Break	9:28-9:38
Period 3	9:42-10:22
Period 4	<i>or Lunch</i> 10:26-11:07
Period 5	<i>or Lunch</i> 11:11-11:52
Period 6	11:56-12:36
Period 7	12:40- 1:20

SPECIAL DATES for the 2017-2018 SCHOOL YEAR

August 24	First Day of School
September 4	Labor Day -- No School
October 9	Local Holiday
October 20	Grading Period 1 Ends
November 1-3	Grades 6-8/Teacher Conferences
November 10	Veteran's Day -- No School
November 20-24	Thanksgiving Week -- No School
December 18- January 2	Winter Recess -- No School
January 3	School Resumes
January 11	Semester 1 Ends
January 12	District Holiday
January 15	Dr. Martin Luther King Holiday -- No School
January 29 – February 2	Sixth Grade Camp
February 12 & 19	President's Day --No School
March 16	Grading Period 3 Ends
March 26- April 2	Spring Recess -- No School
April 3	School Resumes
May 28	Memorial Day -- No School
June 14	Last Day of School for Students

WELCOME TO CORONADO MIDDLE SCHOOL

*The Mission Of The
CORONADO UNIFIED SCHOOL DISTRICT
and
CORONADO MIDDLE SCHOOL*

“Through rigorous academic standards, high expectations, and a coordinated curriculum, the Coronado Unified School District, in partnership with our community, will graduate students with the knowledge and skills necessary to excel in higher education, careers, society, and life with the confidence not only to dream, but to determine their futures.”

“CMS strives to create a culture of invested and empowered learners who recognize and respect personal learning approaches”

Dear Students,

Welcome to the 2017-2018 school year! The Coronado Middle School faculty and staff are pleased to have you on campus. We know that this will be an exciting year as you continue to grow and challenge yourself academically and develop new connections and friendships. All of the information found in this student handbook is designed to assist you in becoming organized with your classes and to clarify our school policies and expectations. I want to encourage you to establish educational goals and take advantage of the many programs and extracurricular activities offered at CMS.

Please bring this handbook to school every day so you can stay organized and refer to information that you may need.

We're looking forward to you becoming a part of our positive school culture and empowering you to strive to do your best. I'm looking forward to seeing you in classrooms and on campus. Make it a great year!

Sincerely,

Karin Mellina

Karin Mellina M.Ed.

Principal

Visitor Check-In

Parents and other adults are welcome to visit CMS. For student safety and adherence to the California Education Code, all visitors **must** report to the office upon arrival to receive a visitor's pass. We encourage all visitors to call ahead of time for appointments.

We have assembled this handbook to answer your questions about Coronado Middle School. Please take the time to read all of the information. You can help us in the following ways:

1. Review this handbook carefully and highlight areas that may pertain to your student.
2. Follow the procedures for checking your student out of school early for an appointment.
3. Call in your student's absence on the morning of the absence.
4. Please be sure your student has everything s/he will need for the school day BEFORE coming to school. These items may include a lunch, P.E. clothes, books, homework, bus pass, jacket.
5. Be sure your student knows how s/he is getting home after school, especially on rainy days.
6. Please limit contact with your child at school to minimize classroom disruption. Arrange ahead of time with the front office.
Please refrain from texting your child, as CMS does not allow student cell phone use.

Student Responsibility

School is a full-time job! A good student is prompt and responsible. The sound of the bell is your signal to come to order. You are expected to be responsible for your own behavior and to have consideration for other students and for all school staff members.

You are responsible for your own books, backpacks and personal items. Please do not bring valuables to school or the PE locker room.
The school is not responsible for stolen items.

Teachers expect you to use your time wisely, complete all assignments, and do your best at all times. Bring your notebook, planner, pencils, pens, and a positive attitude to class daily.

CONTENTS

CMS Reminders **pg. 6**

Communication **pg. 7**

- CMS website 7
- PowerSchool 7 & 18
- Synergy 7
- Email 7
- Voicemail 7
- KCMS News Broadcast 7
- Parent Updates 7
- Messages/Drop off items 7

Being Successful in Middle School **pg. 8**

- Advice/Personal Items 8
- Homework 8
- School Supplies 8
- Student Handbook/Agenda 8
- Student ID. Cards 8
- Textbooks 8

Guidelines and Behavior Expectations **pg. 9**

- General Conduct 9
- Standards for Civil Behavior 9

Attendance Policy **pgs.10-12**

- Reporting Absences 10
- Excused Absences 10
- Independent Study Contracts 11
- Tardy Policy 11
- Unexcused Absences 11
- Detention 11
- Saturday School 11-12
- Weekend Make-up Days 12

Rules and Regulations **pgs.13-16**

- Bullying/Cyber Bullying Policy 13
- Assembly Guidelines 13
- Academic Honesty Policy 13
- Bike/Skateboard/Scooter Safety 13
- Closed Campus 13
- Dance Guidelines 14
- Detaining Students After School 14
- Dress Code 14
- Fire and Emergency Drills 15
- Hall Pass 15
- How to Label Papers 15
- Lunch Area Expectations 15
- Medication at School 15

Rules and Regulations, Cont.

- Parking 15
- Phones 16 & 7
- Physical Education Policy 16
- Proof of Residence/Health Forms 16
- Sexual Harassment 16
- Over Display of Public Affection 16
- Skateboard Policy 16 & 12
- Telephone Use 16
- Transfers/Withdrawals 16

Technology Information **pgs. 17-18**

- Technology Use Contract/Policy 17
- PowerSchool 18 & 6
- Google Drive 18

Getting Involved at CMS **pgs.19-20**

- Athletics/Islander Sports 19
- Associated Student Body (ASB) 19
- Clubs 19
- CMS PTO 19
- Coronado Recreation Programs 19
- Coronado Schools Foundation 19
- Dances 19
- Library 19
- Lost and Found 20
- Lunch Time Activities 20
- Parent Volunteer 20
- School Site Council 20
- Surfer Yearbook 20

CMS Support Services **pg. 21**

- Counseling Services 21
- Health Services 21
- Homework Club: After School 21
- Report Cards 21
- Parent Conferences 21
- Testing/Assessment 21

Academic Progress **pg. 22**

- CMS GPA
- CMS Citizenship Rubric
- 2017-2018 Grading Periods
- Choices List

Student Recognition **pg. 23**

- Academic Awards 23
- Citizenship Awards 23
- Other Awards 23

CMS Vision **pg. 24**

WE BELIEVE THAT CHARACTER COUNTS!!



Character Counts!!

Every person at Coronado Middle School is expected to live and behave by the Six Pillars of Character by showing Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship

Throughout the year, these core ethical values are taught and modeled by staff and learned and lived by students. By doing so, we all contribute positively to the culture of CMS.

Triton Tickets

When you're caught demonstrating good character, you'll receive a Triton Ticket. You may drop it in the Triton Tickets box for the weekly raffle drawing for prizes such as a free ticket to the activity/dance, free food items or Triton gear. You may also choose to save it for the CSLA. Each month "Students of the Month" are selected by staff, and six students get to participate in the Triton lunch off campus with the Principal.



The 8 Keys of Excellence provides a character building framework of valuable life principles that supports achieving success in school and life. The 8 Keys will help guide you toward confidence, motivation, creativity, team work, and leadership.

INTEGRITY - Match behavior with values

Demonstrate your positive personal values in all you do and say. Be sincere and real.

FAILURE LEADS TO SUCCESS - Learn from mistakes

View failures as feedback that provides you with the information you need to learn, grow, and succeed.

SPEAK WITH GOOD PURPOSE - Speak honestly and kindly

Think before you speak. Make sure your intention is positive and your words are sincere.

THIS IS IT! - Make the most of every moment

Focus your attention on the present moment. Keep a positive attitude.

COMMITMENT - Make your dreams happen

Take positive action. Follow your vision without wavering.

OWNERSHIP - Take responsibility for actions

Be responsible for your thoughts, feelings, words, and actions. "Own" the choices you make and the results that follow.

FLEXIBILITY - Be willing to do things differently

Recognize what's not working and be willing to change what you're doing to achieve your goal.

BALANCE - Live your best life

Be mindful of self and others while focusing on what's meaningful and important in your life. Inner happiness and fulfillment come when your mind, body, and emotions are nurtured by the choices you make.

CMS REMINDERS

ABSENCES:

- ✓ Student absences **must be reported** by calling the attendance line (522-8921 x 3096) the morning of the absence. All absences must be excused within 24 hours by direct phone call or note signed by a parent/guardian and delivered to the attendance clerk. EACH consecutive day of absence must be called in and excused. After 24 hours, an unexcused absence is a truancy.
- ✓ **Education Code** states that only the following absences will be excused: personal illness; doctor appointments; attendance at funeral services for an immediate family member; any court ordered appearance; exclusion for failure to present evidence of immunization; observance of a religious holiday; attendance at a SART or SARB hearing.
- ✓ All other absences are unexcused and are expected to be made up by attending Saturday School.

TARDIES:

- ✓ Students are expected to be on time to class. Excessive tardies will result in disciplinary action. For more information on absences and tardies see the CMS Attendance Policy on pages 10-12.

SECURITY:

- ✓ For security purposes, all visitors are required to check in at the front office and wear a visitor badge while on campus.
- ✓ Personal property is your responsibility, and CMS will not be held accountable for any lost or stolen items.

POWERSCHOOL:

- ✓ Students and parents should stay informed about student progress by logging in to PowerSchool **regularly**. PowerSchool allows students and parents to check grades, assignments, and email teachers.

TECHNOLOGY:

- ✓ CMS provides a technology rich education. All technology policies, rules, and regulations must be followed while on campus. See the Technology Use Policy on pages 17-18.
- ✓ **Cell phones** need to remain in a student's possession, turned off, and in backpacks at all times.

STUDENT BEHAVIOR:

- ✓ The CUSD Discipline Action Guide contains important information regarding appropriate student behavior. Be sure to review this document that both students and parents signed at the beginning of the school year.

DRESS CODE:

- ✓ Students are expected to adhere to the CMS Dress Code every day. See the Dress Code Policy on page 14.

Character ALWAYS Counts!!!

Student Signature _____ Parent Signature _____

COMMUNICATION

Parents are always interested in what is happening at school. We want to support your efforts to be “in the know” about school events and procedures. For specific questions about your student’s progress or course requirements, please directly contact the teacher.

1. CMS Website

Parents and students can access important, general school information and events through the school website below:

www.cms.coronadousd.net

2. PowerSchool

PowerSchool is used throughout the district to provide information to students and parents. By accessing via login and password, students and parents are able to view grades, class work, homework assignments, check-up on progress, and communicate with teachers. You can log on to PowerSchool at: **cusd.haikulearning.com** Parents are encouraged to check PowerSchool regularly to stay informed of student performance. PowerSchool access codes are provided at the beginning of the school year.

3. Synergy

Synergy is used throughout the district to provide student information to parents. By accessing via a login and password, parents are able to view attendance, personal information, and final progress reports and report cards. You can log on to log on to Synergy at: **<https://sdhome.sdcoe.net/coronado>** Synergy access codes are provided at the beginning of the school year.

4. Email

CMS staff can be contacted through PowerSchool or by using the following email formula: **firstname.lastname@coronadousd.net** Email is the most efficient means for contacting staff.

5. Voicemail

All teachers have voicemail. Parents and students can call 522-8921 and enter the teacher’s 4 digit code to leave a message for the teacher. Example: The number 3 must be followed by the room number. Room 128 would be extension 3128.

6. The “KCMS” News Broadcast

School announcements are televised daily. Students are responsible for information contained in the daily announcements. Information regarding items of general and special interest, contests, lunch time programs, and activities are announced. Students are actively involved in organizing the “KCMS” broadcast which is an elective class for those who may be interested.

7. Parent Updates

We stay in close communication with all parents throughout the school year. Information regarding academic progress, school events, news, and meetings is provided via PowerSchool, Facebook, the principal’s weekly email’s, and our website.

Change of Address / Phone Numbers

Please let the office know immediately if you have moved or obtained new phone numbers. This information is very important, especially in case of an emergency.

Messages and Drop Off Items

To ensure a good learning environment and to prevent unnecessary classroom interruptions, non-emergency messages will not be delivered to classrooms.

Additionally, lunches, PE uniforms, and personal items **will not be delivered** to students in their classrooms during instructional time. Students may stop by the front office to retrieve their items during break or their designated lunch period. Any items pertaining to class/homework, however, will be delivered to the classroom within the period.

BEING SUCCESSFUL IN MIDDLE SCHOOL

Sound Advice

- All items and tech devices that students bring to school should be marked with their names or some other identification.
- Cell Phones: Cell phones can be used outside of the campus, before or after school. **Student cell phone usage is not permitted on school grounds.** Cell phones should be off and in a student's backpack at all times.
- Large sums of money should be left at home. Lunch money is sufficient.
- Students must take care of **all belongings at all times. They are the student's responsibility.**
- **Due to possible damage, loss or theft, students should leave valuables at home.**
- Students should check PowerSchool if they are absent. Also, students should exchange phone numbers with two other students in each class to act as Study Buddies. These Study Buddies can help if a student is absent.
- Most students find a book bag to be an effective way to keep books and class materials together.

Homework

Homework is an important extension of the school's instructional program. Research supports homework as a vehicle to improve academic achievement through increased learning time. CMS students should plan to spend one to two hours per night on homework (with the exception of long range projects). Homework is included as part of the report card grade in each subject area. If you have no homework, you should read, spend time reviewing previous assignments, prepare for tests, or work on long-term projects. Homework Club is available after school every Monday, Tuesday, and Thursday from 3:15 to 4:15 in the CMS library.

When absent from school with a valid excuse, students should check PowerSchool and/or talk to a study buddy for any missed work. Students should also communicate with their teachers regarding make-up work.

School Supplies

All students are recommended to have the following school supplies. **Other specific supplies may be suggested by each teacher.**

- CMS Student Agenda- to write down homework and important information
- Pens: blue or black ink
- Pencils: mechanical or #2 pencils
- College-ruled notebook paper- loose, not in a spiral notebook
- Colored pencils or markers (no Sharpies)
- Highlighters: 2 colors
- 1 pocket folder
- Ear buds or headphones

Students are expected to come to class prepared every day! Furthermore, keeping an organized backpack and removing excess materials is essential in reducing the weight of your backpack.

Student Handbook/Agenda

The Student Handbook/Agenda is to assist you and your parents with school information and requirements. It's suggested that students record daily homework in the Agenda section every day. Lost or destroyed Handbook/Agendas will have to be replaced and paid for by the student.

Student I.D. Cards

These cards are used to identify all CMS students. Pictures taken on picture day are later placed on an ID card that is provided to students.

Textbooks

In classes where textbooks and other supplies are issued, students are responsible for them until they are turned in to the teacher. Failure to return textbooks/library books or pay fees will result in report cards and yearbooks being held until fines are paid. This can also include restriction from certain extracurricular activities. Fees will be charged for damaged or lost textbooks/library books and supplies.

GUIDELINES AND BEHAVIOR EXPECTATIONS

Trustworthiness

Respect

Responsibility

Fairness

Caring

Citizenship

General Conduct

Students are expected to conduct themselves in a manner that demonstrates respect for themselves, their parents, and all students and staff. It is especially important that students understand that the school staff is legally responsible for student safety while students are on the school campus or at any school function. Students are expected to follow directions provided by staff members at all times. Students are expected to arrive on campus at 7:45 a.m. and leave the school grounds by 3:15 p.m. unless they have a valid reason (such as detention, clubs, tutorial help) to remain on campus.

Please review the CUSD Dress Code and Discipline Action Guide. A copy can be found in your yearly registration packet and on the coronadousd.net website. This document **must** be signed by you and your parent/guardian and returned to school. Students are consistently held to all policies.

Respect Yourself and Others

- Show that you respect the rights of others and maintain our strict policy of “hands-off” or “hands-to-yourself.” This also includes avoiding Over-Display of Public Affection: kissing, hand holding, hugs and the like.
- Use kind words and no profanity. Treat others the way you wish to be treated.
- Don’t make fun of others or say things to hurt their feelings.
- Remember, spreading rumors and using trash talk isn’t acceptable.
- Bullying is mean – don’t do it.
- Be honest with yourself and others. Keep your promises.

Respect the Property of Others

- Don’t take or damage things that don’t belong to you.
- Take care of school property that’s entrusted to you, for ex. tech devices, desks, books.
- Do not chew gum or sunflower seeds anywhere on campus.
- Always pick up after yourself. Never leave trash on lunch tables or the grounds.
- Do all that you can to keep our school beautiful in every way!

Standards for Civil Behavior

The Board of Education believes that interactions among individuals should be of a positive and productive nature. In accordance with this belief, the “**CUSD Standards for Civil Behavior**” indicate that everyone is treated with fairness and respect, including fellow employees, students, parents, guardians and anyone having business with the District. The CUSD also expects that anyone having interaction(s) with employees of the District will treat them with professionalism, courtesy, dignity, and respect. Civil Behavior is polite, controlled, and is the best means of accomplishing one’s goals through self-expression, persuasion, and acknowledgement of others.

We do NOT allow:

- Hitting, pushing, shoving of any kind
- Harassment, bullying, or cyber bullying
- Throwing any objects, including food
- Cheating, plagiarism, or forgery
- Passing notes in class or at school
- Stink bombs or poppers
- Weapons or dangerous objects
- Alcohol, drugs, or tobacco
- Slingshots or any object that is propelled
- Glass bottles or containers on campus.

For additional information, see the CUSD Discipline Action Guide and Education Code

We encourage:

- Acts of kindness and courage
- Doing your best work
- Parent involvement
- Positive conflict resolution
- Participation in clubs, lunch activities and after school programs
- Respect for diversity

Do Your Best

- Be on time for class
- Bring all necessary books, supplies and materials so that you’re ready to learn
- Complete your assignments on time and use class time wisely
- Maintain a high standard of integrity and honesty at all times.

ATTENDING SCHOOL

CORONADO MIDDLE SCHOOL ATTENDANCE POLICY

Each CMS student and parent is responsible for understanding and complying with the policy. Any questions about this policy should be directed to Mrs. Junk, Attendance Clerk, at 619.522.8921 x3096 or Mrs. Brooke Falar, Assistant Principal, 619.522.8921.

REPORTING ABSENCES

Please report absences immediately by calling our attendance line (522-8921 x 3096) the morning of the absence. Each day your student is absent must be called in. All absences must be verified within 24 hours by direct phone call or note signed by a parent/guardian and delivered to the attendance clerk, (CCR 5,306). After **24 hours**, all absences will be coded as unexcused. **Please read each teacher's policy** on make-up work for excused absences, as each teacher/department may have a different policy.

EXCUSED ABSENCES

1. **Our attendance policy (in accordance with Ed. Code 48205) stipulates that absences can only be excused for the following reasons:** personal illness; quarantine under the direction of a county or city health official; medical, dental, optometric or chiropractic appointments in which student can present a note from parent/guardian or evidence of appointment; attendance at funeral services for a member of the immediate family; any court ordered appearance such as a subpoena; pupil is custodial parent of a child who is ill or has a medical appointment; exclusion for failure to present evidence of immunization; exclusion from school because student is either the carrier of a contagious disease or not immunized from a contagious disease; pupils in grade 7 to 12 who leave school with prior approval of the principal or designee to obtain confidential medical services. The pupil is to return a copy of the medical professional's appointment verification form.
2. **Our attendance policy (in accordance with Ed. Code 48205) stipulates that tardies can only be excused for limited reasons. Therefore, an unexcused tardy is the same as an unexcused absence.**
3. **Students who plan to leave campus for a medical or court appointment must follow proper procedures or risk being marked truant.** Students are required to bring a note signed by a parent to the office. A pass will be issued to the student's classroom before their leave time. They may then be signed out by the parent, someone on their emergency card or someone with written permission. **Any student leaving campus must report to the office FIRST.**
4. **When a student has had 10 EXCUSED absences in a school year, any further absences for illness must be verified by a physician with a doctor's note or they will be unexcused.**
5. Students attending CMS-sponsored activities, field trips, or sporting events are excused with permission of each individual teacher whose class the student will miss. **It's the student's responsibility to communicate with teachers**, when able to, in advance of such an absence and plan for tests, projects, and assignments scheduled for that day.
6. Students must attend at least 4 periods of classes in order to participate in any school related activities.

INDEPENDENT STUDY CONTRACTS

Parents should be aware that five or more absences in a grading period may have a significant negative effect on a student's academic progress. Therefore, students who will miss five or more consecutive days for reasons other than illness are encouraged to complete Independent Study in lieu of attending school, with the approval of CMS Administration. The parent must submit a request via an Independent Study Contract which can be picked up in the CMS office. All contract requests must be submitted to CMS Attendance Clerk at least 5 days prior to your trip. If approved, the student must have each teacher sign the appropriate documentation, prior to leaving for independent study. Student work must be turned in to the office upon the first day of returning to school. No independent contracts will be given after May 31.

TARDY POLICY

Students are to report to each of their classes on time. If you arrive to school after the final tardy bell (7:58 a.m.) you must report to the office to receive a tardy pass before going to class. **Note:** Students are considered truant when they have any combination of 3 unexcused absences or tardies over 30 minutes (EC 48260).

Tardy Consequences: **(per grading period)**

- 1) First Tardy – Warning
- 2) Second Tardy – Second warning
- 3) Third Tardy – Teacher contact to parents
- 4) Fourth Tardy – Referral to Assistant Principal, lunch detention, and citizenship grade reduction

Parents will be notified of cumulative tardies of 10, 15, 20, 25, and 30, which will result in a MANDATORY Friday detention

Note: Persistent tardies will result in further disciplinary action

UNEXCUSED ABSENCES

Any absence, for any reason other than those listed above in #1 under Excused Absences, is considered unexcused. An excused absence that is not properly reported (or verified by doctor's note if needed) within 24 hours will be considered unexcused. Unexcused Absences/Truancy: Education Code Section 48260 states, "Any pupil subject to full time education who is absent from school without a valid excuse three (3) days or tardy without a valid excuse in excess of 30 minutes on each of more than (3) days in any one school year is a truant and shall be reported to the attendance supervisor or the superintendent of the district."

DETENTION

Students who receive teacher referrals for being tardy may be required to attend detention. If the scheduled time presents a conflict for the student, he/she must reschedule prior to the assigned time.

WEEKEND MAKE-UP DAYS

Students who request an absence for any reason other than listed in "Excused Absences" may use Weekend Makeup Day(s) for the planned absence **with approval from administration.** **Weekend Makeup Day contracts are available on the CMS website.** California Ed. Code (37223; 37330) allows for Weekend Makeup Days to extend to any CMS curricular activities spanning four consecutive hours or more on a Saturday or Sunday, under the supervision of a CMS Certificated employee. These may include: CMS Band/Choir weekend field trips and competitions; ASB activities (excluding time and attendance at a dance, for example); Saturday School; CMS community service events; CMS field trips.

SATURDAY SCHOOL

Students with 2 or more UNEXCUSED absences or excessive tardies may be assigned Saturday School to make up the time. The attendance record begins on the first day of school, and continues until the last day of school (i.e., there is no “clean slate” at the semester break). (See “attendance matrix” for more information.)

1. **If assigned, Saturday School attendance is EXPECTED.** If the student has a compelling need to reschedule, he/she must speak with Administration, prior to the scheduled date, to arrange a different date.
2. Students assigned to Saturday School will be issued a contract (signed by students and parent/guardian and turned in at Saturday School) and must plan and bring four hours worth of school work to be completed.
3. Saturday School is held monthly, on the CMS campus from 8a.m. to 12p.m and is proctored by CMS teachers.
4. Students can voluntarily sign up for Saturday School to clear a planned absence not excusable under Ed. Code (see #1 above), but approved by administration.

Tentative Saturday School dates for the 2017-2018 school year: 11/4/17; 12/9/17; 1/20/18; 2/3/18; 3/3/18; 4/14/18; 4/28/18

TRUANCY/ School Attendance Review

By law, students are considered truant when they have any combination of 3 unexcused absences or tardies over 30 minutes (EC 48269). Parents of students with attendance problems will receive written notification that will involve the following graduated steps and consequences:

- After 3 unexcused absences or tardies over 30 minutes, a **first** notification letter will be sent to a parent or guardian informing them that their pupil is truant.
- If the attendance pattern continues and after a student has been reported as truant three or more times (6 unexcused absences total), the student will receive a **second** notification letter and will be referred to the Student Attendance Review Team regarding the excessive absences and/or tardies. In addition, the school district will attempt to meet with the student and/or parent or guardian.
- The law further requires that after a student has been reported as truant three or more times (9 unexcused absences total), and the school has made a conscientious effort to hold at least one meeting with the parent and the student, the student is deemed a habitual truant and he/she will receive a **third** notification letter.

All CMS Attendance information can be found on the CMS website in the ATTENDANCE POLICY AND INFORMATION folder.

FOLLOWING THE RULES AND REGULATIONS

Anti-Bullying/Cyber Bullying Policy

Bullying is comprised of direct behaviors such as teasing, intimidating, taunting, threatening, hitting, and stealing that are initiated by one or more students against a victim. In addition to direct attacks, bullying may also be more indirect by causing a student to be socially isolated through intentional exclusion. It may also take the form of spreading false rumors about someone either in person or via electronic communication such as online and/or texting.

Bullying will not be tolerated. Consequences may include:

- Counseling and mediation
- Referral
- Parent conference
- Restriction from activities
- Detention
- In School and/or Out of School Suspension

If you or someone you know is being bullied:

- Report the incident immediately to the closest adult.
- Talk to a staff member or leave an anonymous note for a counselor or the Assistant Principal
- Tell your parents/guardian.

Assembly Guidelines

Assemblies are a regularly scheduled part of the curriculum and are designed to be educational as well as entertaining. They provide one of the few opportunities in school to learn formal audience behavior. Regardless of the type of program, courtesy demands that the student body be respectful and appreciative. Talking, whispering, whistling, stamping of feet, and booing are not permitted.

- When the leader of the assembly asks for your attention, students are to stop talking immediately.
- Be courteous to the performers and to your neighbors.
- Applause should be generous, courteous, and in keeping with the occasion.
- All classes will report with their teacher and remain in a group at the assembly.
- Students are to remain seated until dismissed at the end of the assembly.

Remember: CHARACTER COUNTS!!

Academic Honesty Policy

If you plagiarize, file share, “copy” or let someone “copy” your work and are dishonest on school assignments or tests, the following steps will be taken:

- A referral written for both parties
- Detention
- Parents/guardians contacted
- Copy of “shared” work kept in your file
- Citizenship grade lowered
- Zero on the assignment

Remember: You need to be working on assignments related to the class you are in for that period. If you finish your class work for that period, you need to ask permission from the teacher if you can do any other school related work. Also, do NOT ever plagiarize (copy) another’s work from a book or off the Internet.

Bicycle, Skateboard, and Scooter Safety

- Students are expected to follow the California Vehicle Code for bicycle riders when riding to and from school. California law requires all bicyclists under age 18 to wear helmets.
- Students are expected to be responsible riders and adhere to all traffic laws.
- Students are expected to take their bicycles, skateboards, scooters, and helmets directly to the bicycle and skateboard racks immediately upon arriving at school.
- Students are required to lock their bicycles, skateboards, scooters, and helmets with their own locks.
- CMS is not responsible for theft or damage to bicycles, skateboards, and scooters.
- Bicycles, skateboards, and scooters **must be stored in the designated area, not the office.**
- At the end of school, students will collect their bicycles, skateboards, scooters, and helmets and leave for home immediately.
- Bicycles, skateboards, and scooters are never to be ridden on campus.

Closed Campus

We are a closed campus. This means that you are to stay on campus for the entire school day. You may not leave at any time unless you have permission from the office.

Dance Guidelines

- Dances are **exclusively** for CMS students.
- Students present their ticket for admission.
- Eating and drinking are restricted to the quad area.
- No running is permitted anywhere on campus during the dance.
- The school dress code will be enforced.
- Students may leave the dance early with signed parent permission. Those leaving early will not be readmitted.
- Supervision **ENDS at the conclusion of the dance.**
- Walkers and car poolers must make arrangements to be off campus by this time.
- Students who are not attending the dance may not loiter outside Granzer Hall or other areas of the school.
- Inappropriate dancing is not allowed. You will be removed from the dance floor, your parents will be notified, and you may be sent home.
- Students unable to comply with these rules will be immediately removed from the dance. Parents will be contacted and additional disciplinary action may occur.

Detaining Students After School

Although we hope that lesser disciplinary procedures will change a student's inappropriate behavior, at times it may be necessary to detain a student after school.

Teachers may also keep students after school for non-disciplinary reasons such as completing assignments, tardies or making up missed work. It is school policy to notify parents either by e-mail, or phone call prior to detaining students after school.

Dress Code

Clothes must be appropriate for school, meaning they may not be educationally distracting or unsafe. Do not come to school in any clothing or jewelry that is offensive and/or contains obscene symbols, signs, slogans, or which degrades any culture, gender, religion or ethnicity. Students who violate the following dress code will be referred to the office.

CMS Dress Code

Never permitted:

- All male and female headgear is prohibited: hats, hoods, beanies, caps, bandanas, scarves.
 - Hats are permitted for sun protection only and can be worn during outdoor lunch, break and PE. **Parent or doctor's note is required.**
- Bare midriffs or exposed skin at the waist, sides, and mid to lower back
- Tube tops, strapless, spaghetti straps, low necklines, see-through, backless or revealing tops and shirts
 - Shirts must have at least **1 inch straps**
- Pajamas, undergarments showing/exposed This includes exposed bra straps
- **Excessively short skirts, shorts or dresses**
 - Skirts and shorts must provide adequate coverage while standing and sitting
- Excessively sagging pants
- Sunglasses, face-painting
- Jewelry with spikes, wallets with chains, or anything which could be used to hurt others
- Wearing or carrying anything that is gang-related, promotes violence, hatred, gang activity, alcohol, tobacco, drugs, sex or profanity

Consequences:

First Violation: Student will be sent to the office and given a shirt and/or PE shorts along with a letter which will need to be signed by the parent. The student will need to wash the clothes and return them to the office with the signed letter the following day. At that time, the student will be given his/her clothing.

Second Violation: Student will be sent to the office and given a shirt and/or PE shorts along with a letter which will need to be signed by the parent. The student will need to wash the clothes, and **his/her parent will need to return them to the office with the signed letter.** At that time, the **parent** will receive his/her child's clothing. The student will also receive lunch detention.

Third Violation: Same as second violation, as well as a referral and Friday detention from 3:15-4:15.

Additional Violations will result in further disciplinary action which may include SIT (Student Intervention Time), formal suspension, or Saturday School. Please refer the CUSD Discipline Action Guide (as signed by parent and student at the commencement of each school year.)

Remember: CHARACTER COUNTS!!

Fire and Emergency Drills

- Students are to follow teacher instructions.
- Drills are to be carried out in a quiet, orderly manner.
- Students are to leave the room in single file.
- Students are to return to the classroom when instructed by the administration
- **Should the fire alarm sound during lunch or between classes, students are to report to the location on the field where their first period teacher assembles.**
- Students are to treat every drill as the real thing.

Hall Pass

Any time students are out of class, they must be carrying a hall pass that their teacher has approved. Students may never be in the hallways before school or at lunch time without a pass.

How to Label Your Papers

In every class you are required to use a heading. The heading should be placed in the upper left hand corner of the page. **Note:** some teachers may have different requirements.

Last Name, First Name

Date

Subject – Period

Lunch Area Expectations

A hot lunch, milk, and a la carte items may be purchased daily. Good manners at lunch time are very important. "Sneaking in line" is unfair to your fellow students. Be courteous and show pride in your school – throw all trash in the containers provided. Remember:

- Listen to and follow the directions of all staff members.
- Eat only in the lunch area.
- Throw your trash away and use recycle bins appropriately.
- Take care of your belongings and respect the belongings of others.

Infractions of these guidelines may result in students assigned to lunch area clean-up duty, eating lunch in a different area, serving a lunch detention or other disciplinary measures.

Remember: CHARACTER COUNTS!!

Medication at School

Medication at school is regulated by California Education Codes and Business and Professional Codes. The regulations stipulate that non-prescribed medications like Tums, Tylenol and cough drops and prescribed medications may not be given to students unless a Medication Authorization Form, signed by the physician and parent, is on file in the Health Office.

A physician can designate that a student carry his/her own medication. The physician, parent and district nurse must agree that the student is capable of this responsibility. A student may never share medications with other students.

Medication changes that occur at any time during the school year require a new medication form or physician's order. These forms are completed at the beginning of each new school year and remain active from August to June of each year. Medication Authorization forms are available in the CMS Health Office or on line via the website.

Parking

White loading zones are located on F Avenue and G Avenue. Please utilize these zones when dropping off and picking up students. Follow California traffic laws and do not allow students to exit or enter a vehicle that is stopped in the middle of the road.

The District reminds parents that disabled loading zones and parking spaces are for disabled use only, and cannot be used by nondisabled drivers, no matter what level of traffic congestion around District or School buildings. Where parking is on District property, school staff is instructed to identify the license plate number of vehicles improperly using the disabled spaces. School Administrators will then send those drivers a warning. Any repeat violation will be reported to local police authorities via the School Resource Officer. In addition, where parking and loading is not on District property, the District has requested that the local law enforcement traffic division patrol the disabled parking areas and enforce the loading laws. Handicapped-accessible parking is available in the front of all schools, the parking lot of the district office, and other parking lots on the grounds of each school. To park in the designated spaces, vehicles must have state-issued handicapped plates or permits.

Phones

Although the school recognizes that cell phones can be used for safety and emergency purposes, cell phones need to remain in student's possession, turned off, and in backpacks and purses. Should a student take out and use a cell phone on campus, it may be confiscated and returned at the end of the day. Disciplinary action may occur for continuing offenses. Students may use cell phones off campus (outside the gates of the campus) before and after school. **CMS is not responsible for lost or stolen cell phones.**

Physical Education Policy

At Coronado Middle School, Physical Education is an important part of our students' overall school experience. To ensure the safety of all students, the following guidelines will be enforced:

- All students are required to wear a standard Physical Education uniform. The standard PE uniform includes; CMS grey uniform shirt, blue uniform shorts, socks and athletic shoes. CMS uniform shirts (\$11) and shorts (\$11) are highly recommended and can be purchased at the CMS front office. Each piece of apparel must have the name of the student. If a student's uniform has any other writing or decorating on it, the student will need to provide a new uniform.
- P.E. lockers are assigned to each student for storage of P.E. uniforms and personal items during the PE period.
- Students must bring a combination lock to use in P.E. Be sure to memorize your combination number and keep it confidential.
- P.E. lockers are issued to you as a convenience by the school; however, ***you are reminded that the school is not responsible for any theft or vandalism that may occur.***
- Lockers are subject to inspection at any time.
- Putting on another student's uniform is strictly prohibited.
- Students must wear the CMS P.E. uniform and participate every day. Per school policy, parent notes are only acceptable for 3 consecutive days. Doctor notes are required for more than 3 consecutive days.

Proof of Residency and Health Forms

Federal and state law requires two Proofs of Residency be provided each school year. Emergency information must be up-to-date with documentation of health records/immunizations.

Sexual Harassment

Harassment of this nature is defined in California Educational Code 212.5, 48900.2 and also adopted in the Discipline Action Guide by the Coronado Unified School Board of Education, as "unwelcome sexual advances, requests for sexual favors, or other verbal, visual or physical conduct of sexual nature, made by someone from or in the educational setting..." (Grades 4-12). Incidents involving these overtones require mandatory consequences. Further information can be found in the CUSD Discipline Action Guide. CMS also includes classroom curriculum involving the teaching and discussion of how to conduct oneself properly in person, online or via text in order to recognize and understand the seriousness of sexual harassment.

Over-Display of Public Affection (ODPA)

ODPA is not permitted on the CMS campus. This includes hand holding, kissing and hugging.

Skateboard Policy

In accordance with Coronado City Code and school policy, scooters, skateboards, roller skates, and roller blades may never be ridden on campus. Additionally, helmets are required by law for CMS students at all times. Skateboards and scooters must be locked in the designated outside area, not the office.

Telephone

Student requests for the use of the telephone should be limited to emergencies only. All requests will be screened by a staff member.

Transfers / Withdrawals from School

Any student changing schools must come to the office for the necessary transfer papers. A check-out sheet will be given to the student to be signed by his/her teachers. A copy of the check-out sheet is placed in the student's cumulative folder, and the folder is forwarded to the student's new school when requested by that school.

CMS TECHNOLOGY INFORMATION

Technology Use Contract / Policy

CMS is proud to provide an educational environment where students can bring their own device (BYOD) to support their learning. Classroom teachers will incorporate the use of various technology tools such as laptops, netbooks, Chromebooks, iPads, iPods, smartphones and other technology devices into their curriculum. To be eligible for the use of technology and internet, students and parents must sign a District Technology Use Contract which will be returned to school and kept on file. Students must comply with all technology rules and regulations and utilize technology appropriately in order to maintain the privilege of using equipment.

Be aware **that inappropriate uses of the technology/electronic devices and the network** include, but are not limited to the following:

- ❖ Using electronic devices for cheating: Copying, file sharing, plagiarizing, printing copies of work for other students to earn credit
- ❖ Cyber bullying: using technology to harass and/or intimidate students in/out of school
- ❖ Printing in class without teacher permission
- ❖ Texting at anytime
- ❖ Using Google chat or comment stream in PowerSchool without teacher permission
- ❖ Visiting unauthorized websites/apps – Facebook, Instagram, Snapchat, etc.
- ❖ Using technology outside of teacher directed activities
- ❖ Taking pictures or video with technology or camera without teacher permission
- ❖ Playing unauthorized electronic or web-based games without teacher permission
- ❖ Downloading music programs, images, sites or music without teacher permission

- ❖ Using email without teacher permission
- ❖ Displaying inappropriate language or images via screen, background, screen savers, marquee and icons
- ❖ Touching or using another's computer/technology without owner's permission

Should a student take out a cell phone, camera, iPod or electronic on campus and it becomes visible, it may be confiscated and returned at the end of the day. Disciplinary action may occur for continuing offenses.

Consequences for misuse of technology include:

1st offense: Loss of technology privileges for 2 school days, parent contact, referral, lunch detention

2nd offense: Loss technology privileges for 5 school days, parent contact, referral, zero on assignment, citizenship grade lowered, Friday detention.

3rd offense: Loss of technology privileges and consequences determined by administration, referral, parent, student and administrator conference, zero on assignment, citizenship grade lowered, and placement on Choices List.

Note: During loss of technology privileges, students may only use technology to access mandated curriculum during class time. Any other classwork requiring technology must be completed at home. Continual inappropriate use of technology may result in suspension and/or revocation of technology/network/BYOD privileges for the remainder of the school year.

CMS Technology Tools

PowerSchool


PowerSchool Learning Management System is an important tool utilized by all students and staff at Coronado Middle School. PowerSchool connects staff, students, and parents by providing important and relevant classroom and school information. Parents and students can access class information, curriculum resources, grade updates, course announcements, and school information via PowerSchool. In addition, the PowerSchool messaging system serves as the primary method of communication between parents, students, and teachers. **All email communication between students and teacher, and parent and teacher, should occur through the PowerSchool inbox feature or via CUSD email address.** Students are expected to check PowerSchool regularly, and parents are encouraged to do so, as well.

- The expectations for how to use PowerSchool will vary from teacher to teacher. Review class syllabi for specific information on how to use PowerSchool as a resource in each of your classes.
- All assignments are time stamped when handed in to the Dropbox on PowerSchool.

Website: cUSD.haikulearning.com

Sign in with Google Account

If you have an email account like me@coronadousd.org, you should sign in using your G Suite™ account.

 Sign in with Google

Or

Sign in with your Power School Learning account

If you don't have a Google account, sign in using the form below.

Username

Password

Sign in

Student Login: Students log in to the Google Apps account section.

Parent Login: Parents log in to the PowerSchool account section.

GOOGLE

A variety of Google Apps will be utilized by students and staff at CMS. The apps on CUSD Google Drive will provide students with a variety of tools to support their academic program. Students will be expected to use their CUSD Google accounts for teacher assigned school-related work. Each student will be provided with a Gmail account that is to be utilized for student academics, ONLY. Students must follow the CMS Technology Use Policy when completing assignments using Google Apps.

- Teacher policies will clearly outline the use of Google Apps within their specific classroom. Review class syllabi for specific information.
- Sharing of Google items without teacher instruction is **not** allowed. Always submit your own work! Never share files unless you've been given explicit instructions from your teacher. Please refer to the Academic Honesty Policy.
- Sharing of Google items for the purpose of teacher-approved collaboration may be required for assignments.
- Students are NOT to communicate with teachers via Google. Students ARE to communicate via PowerSchool.
- Students are to utilize their Google account appropriately and for school-related work, only.
- Students should never give their password to other students.
- Students should never log in using another student's account.
- Students are not to change their PowerSchool or Google profile name.

Reminder: CUSD administration has access to all student accounts.

GETTING INVOLVED AT CMS

Athletics / Islander Sports Foundation

There are many athletic programs that you will be able to join such as basketball, water polo, track, lacrosse and more. However, in order to fully participate on any team, you must have a 2.0 GPA, and you may not be on the Choices List.

Student/Athletes on Choices for academic grades and/or citizenship results in ineligibility to participate in games for a period of 20 school days; Students may participate in practices, but may not participate in games or leave school early to attend away games. After 20 school days and upon successful completion of improving academic and/or citizenship grades, student/athletes may participate in games.

*Suspension and three referrals in a grading period also result in ineligibility for a period of 20 school days.

Associated Student Body (ASB)

Our Associated Student Body is the governing body of all student activities. The Representative Leadership Team consists of elected officers, members of the ASB class and representatives from each classroom. Students who are on the ASB must meet established eligibility requirements. The ASB sponsors major fundraising drives to provide money necessary for many special events.

Clubs

There are many opportunities for students to become involved in programs or activities after school. CMS Clubs include: Jr. Optimist Club, Robotics Club, Midderact Club, Chess Club, Surf Club, Club Blank, and Project Welcome. More information on these programs can be found on the CMS website or at the school.

Coronado Middle School PTO

Our active Parent Teacher Organization (PTO) Board meets once a month to discuss and plan programs and special events that support our students and school community. Membership and involvement in the PTO are encouraged for all our Coronado parents. Information is sent home at the beginning of the year.

Coronado Recreation Programs

CMS is pleased to have the support of the Coronado Recreation Department which provides a variety of fun youth classes, activities and camps throughout the year. More information can be found on the CMS or City of Coronado websites.

Coronado Schools Foundation

CSF is a nonprofit organization that raises funds to bridge the gap created by insufficient funding to our schools. The Foundation's vision is a shared community-wide commitment to raise money in support of academic excellence for all Coronado students. There are several fundraising events throughout the year such as the CSF Gala in the fall and the Telethon in the spring. Get involved with this outstanding organization! More information can be found on the CMS and CUSD websites under Coronado Schools Foundation.

Dances

School dances are held throughout the year. These Friday evening dances are a place where students can come and listen to music, eat, play games, enjoy your friends, dance and have fun. Our dances are open to CMS students only. Admission is \$4 for early purchase, \$5 at the door. You must not be on the "Choices List" or absent from school on the day of the dance.

Library

Our library is open daily during regular school hours for study and computer usage. Students must have a pass from their teacher to enter the library during class time. Students may check out up to three books at one time. Never check out a book for a friend, because you are responsible for any materials checked out in your name. You will have to pay for lost books to receive your report card and to remain eligible to use the library. Printing is allowed with a teacher pass or a note from a parent. Educational gaming sites allowed: Minecraft, PhET.colorado.com, Poptropica, Hoodamath, Brainpop, Coolmath, Funbrain, Agario (original), Chess/Solitaire online, Color Swatch, and sports games.

Lost and Found

Lost and found items are located on a rack and in a bin stored in Granzler Hall. Notify the front office if you have lost any item of value. Please write your name on all your possessions. Once a month, items are out in the quad for students to claim. Remember, unclaimed items are donated to a charitable organization at the end of each 9 week grading period.

Lunch Time Activities

The Coronado Recreation Staff visits our campus every day for lunch. They provide a variety of fun games, activities, and crafts. On the field many different activities are conducted including basketball, flag football, soccer, etc. Also, the Associated Student Body (ASB) sponsors special homeroom competitions throughout the year.

Parent Volunteer

Volunteering at Coronado Middle School can provide parents many opportunities to support both students and teachers. In your registration packet you will find a Coronado Volunteer Card provided by the Coronado PTO. Complete the card and return it to school. Volunteers help the PTO, supervise on class field trips, chaperone school dances, and assist teachers, as needed.

School Site Council

Coronado Middle School Site Council is an advisory group composed of representative teachers, parents, and students who meet throughout the year with the administration to discuss policy changes and improvements for the school. This group also reviews the expenditures of funds allocated by the state to support student activities and teacher workshops. The Council is consulted on matters relative to the goals and objectives of the school as outlined in the school's Strategic Plan and the Local Control Accountability Plan (LCAP). Interested parents are always welcome to attend the meetings and share their ideas on how to assist with the implementation of the school's improvement goal.

Surfer Yearbook

Yearbooks may be purchased at registration and will be distributed at the end of the school year. This publication is an awesome collection of pictures and memories of your school year. Coronado Middle School's national award-winning yearbook is hardbound and published in full color. Be sure to purchase yours early; sales end in December.

CMS SUPPORT SERVICES

Counseling Services

Two full time counselors are on staff at CMS. You may request time to see the counselor by signing up in the office. Counseling services are designed to address academic, social and emotional needs and concerns of students. In addition to academic planning, peer mediation, crisis response, and referrals for additional assistance, clinical counseling is available to students in individual or small-group settings. Student meetings with the counselor are confidential except as required by law and school policy. The counselors work with parents to see that the student's experience is rewarding. The counselor supports parents by helping them meet with teachers, offering parenting strategies, and overseeing plans designed to support academic success. Parents are encouraged to be involved and discuss concerns with CMS counselors, Mike Crooker and Elise Agrella-O'Rourke, at 522-8921, ext. 3092 and 522-8921, ext. 3083 respectively.

CMS is fortunate to also have a part-time Military Family Life Counselor (MFLC) provided by our military partners in education. MFLCs are available to provide short-term, non-medical counseling support. MFLCs may address issues such as school adjustment, deployment and separation, reunion adjustment, sibling and parent-child communication, behavioral concerns, and fear, grief, and loss. Services are private and confidential with the exception of duty to warn situations. The MFLC can be reached at 522-8921.

Health Services

The health office is located in the main office building. The health office is available for administering basic first aid, maintaining health records, and assisting students as needed. Nicola McMahon, our registered school nurse, is on emergency call every day to assist students. Nurse McMahon can be reached at 522-8921 Ext.3094

Homework Study Time: After School

The City of Coronado funds an after- school homework study time for any student at CMS after regular school hours on Monday, Tuesday, and Thursday from 3:15 p.m. to 4:15 p.m. Students can access a quiet study environment in the CMS Library under the supervision of a certificated CMS teacher. Students may come any or all days, but once they arrive, they must stay until 4:15. If a student needs to leave before 4:15, parents may pick up their student or provide a note in advance.

Report Cards

Four times a year students will receive a progress report via Synergy, our web-based informational program. Logon codes are provided at the beginning of the school year. At the end of January and at the end of the school year, a semester report card is mailed home. *Note: Report cards will be held if students have any fines or overdue books.*

Parent Conferences

After the first progress report, parents are invited to schedule a conference to discuss their student's progress. This is a very important way to communicate strengths and areas for improvement. Of course, conferences may be scheduled at any time during the school year. **Parent conferences will be held on November 1, 2017 through November 3, 2017.**

School Resource Officer

Coronado Police Officer, Sherri Mannello, is CUSD's School Resource Officer who serves CMS by fostering positive relations between students and the police. 6th graders in the wheel elective will be taught the G.R.E.A.T. Program (Gang Resistance Education and Training) by Officer Mannello during Life 101. The G.R.E.A.T Program teaches students life skills to help them deal with the challenges they face in school, the community, and home. Officer Mannello also serves as a resource and assists the administration and counseling staff with challenging issues, enhances student safety, and supports students in becoming good citizens.

Testing/Assessment

During the school year, students will be given various tests that offer important information about their abilities, achievement, and interests. Tests show the individual progress students have made and the ways that we can improve our instructional program. This year, MAP (Measures of Academic Progress) will be given in the fall, winter and spring. In April/May, the state Smarter Balanced Assessment will be administered to grades 6-8. The CAST will be administered in 8th grade science, only.

ACADEMIC PROGRESS

CMS Citizenship Rubric

All students begin with an S citizenship grade in every class and can move up or down according to their personal choices.

E = Excellent

A student who displays exemplary citizenship

CONSISTENTLY:

- is a positive peer and shows caring, concern, and respect for others
- is on time to class
- respects learning environments, others, and follows classroom rules and expectations
- uses technology in a responsible manner and adheres to the technology policy
- models a cooperative attitude
- * has received no referrals in this class

S = Satisfactory

A student who displays satisfactory citizenship

USUALLY:

- is a positive peer and shows caring, concern, and respect for others
- is on time to class
- respects learning environments, others, and follows classroom rules and expectations
- uses technology in a responsible manner and adheres to the technology policy
- models a cooperative attitude
- * has received no referrals in this class

N = Needs Improvement

A student who needs improvement in citizenship may exhibit one or more of the following:

- sometimes fails to be a positive peer and show caring, concern, and respect for others
- may have tardies to class
- may be disruptive in class
- sometimes fails to respect learning environments, others, and may not always follow classroom rules and expectations
- sometimes fails to use technology in a responsible manner and does not always adhere to the technology policy
- may not model a cooperative attitude
- * may have received a referral in this class

U = Unsatisfactory (0 points)

A student who is unsatisfactory in citizenship may exhibit one or more of the following:

- is not a positive peer and does not show caring, concern, and respect for others
- is frequently tardy
- is disruptive in class
- does not respect learning environments, others, and/or classroom rules and expectations
- does not use technology responsibly and/or does not adhere to the technology policy
- does not model a cooperative attitude
- * has received 1 or more referral in this class

CMS Grade Point Average

- A = Excellent (4 points – straight A's=4.0 GPA)
B = Good (3 points)
C = Satisfactory (2 points)
D = Unsatisfactory; near failing (1 point)
F = Failing (0 points) I = Incomplete (0 points)
P = Passing (does not affect GPA)
NM = No Mark (does not affect GPA)

Grading Periods

1st Semester

8/24 - 10/20 (progress)

10/23 - 1/11 (final)

2nd Semester

1/16 - 3/16 (progress)

3/19 - 6/14 (final)

Progress reports can be viewed via Synergy our web-based informational program at

<https://sdsis.sdcoe.net/coronado/> Logon codes are provided at the beginning of the school year. Semester and final report cards are mailed home.

“Choices List” (Academic Grades)

Students may be placed on Academic Ineligibility if they are unable to meet the 2.0 Grade Point Average (GPA) for minimum academic standards during a single grading period. A student will not be able to participate in extracurricular activities (school dance, other school related activities and after school sport activities) if they do not meet the 2.0 GPA criteria. Students may continue to participate in athletic practices; however, they cannot compete in game days or leave school early for off-site game days until they are able to be successful in the raising their GPA after a 20 school day period (See Athletics on pg. 19 for further information).

“Choices List” (Citizenship Grades)

Your name will be placed on the Choices List if:

- 1) **You have been suspended from school.
- 2) **You have received 3 or more referrals.
- 3) **You have received 2 “N’s” or a “U” during a single grading period.

A student will not be able to participate in extracurricular activities, including sports game days, dances, clubs or other when on Choices. After a period of 20 school days, and improvement in citizenship, students may be removed from the Choices List. The Choices List is generated every 9 week grading period.

****Suspensions, School Intervention Time (SIT) and 3 or more referrals in one, 9 week grading period will start the 20 day Choices List probation period immediately on the day of the infraction. Additionally, students who are suspended or have 3 referrals may still be prohibited from extracurricular activities (school dance, talent show and other school day activities) after the 20 day period as determined by the school administration.**

STUDENT RECOGNITION

Academic Awards

CMS prides itself on maintaining high academic standards. The following are some examples of awards students can earn.

Academic Excellence Awards: These awards are given to honor students who maintain a 3.5 GPA or higher. Students are recognized and receive a certificate in homeroom at the end of Semester 1 and mailed home at the end of Semester 2.

Citizenship Awards

The following awards may be provided to students who display great character, participate in community service and have excellent citizenship throughout the school year.

Outstanding Citizenship: This honor is given to students who earn all E's in citizenship throughout the year. Students are recognized and receive a certificate in homeroom at the end of Semester 1 and mailed home at the end of Semester 2.

Triton Attendance Award: This award is given to students with perfect attendance for the year.

Character, Service, Leadership Award

(CSLA): This award promotes good character and leadership skills, encourages student participation in school and community activities, and encourages community service.

The CSLA is an inclusive non-academic award anyone can earn. This award recognizes school participation and community service. There are two levels for Character, Leadership, and Service Award: (1) Recognition and (2) Award. Students earn points for activities at school and community service.

Grade Level	Recognition Level	Award Level
6 th	40 points	60 points
7 th	50 points	70 points
8 th	60 points	80 points

Each activity and Triton Tickets may only be counted once. Please have each activity verified with the required adult's signature. **This application is due to the office no later than May 18, 2018. If you have any questions, please see your counselor.**

Community Service: (2 points for every hour served). This is a REQUIRED part of the award.

Community service projects require initiative, planning, self-discipline and organization. It may be completed individually or as a group; however, each student who applies for the award must submit a goal and final report. The first step is to come up with a project of interest to you. You can do multiple projects during the year for this award.

The CSLA Application, information and requirements can be found on the CMS website.

Optimist Youth Appreciation Award: At the end of the year, the Coronado Optimist Club recognizes an outstanding boy and girl from each grade level. These students are nominated by their peers.

Eighth Grade Awards:

Carolyn Paul Excellence in Art Award: This recognition is given to an 8th grade student who has demonstrated artistic creativity and a love of art.

Daughters of the American Revolution Good Citizenship Award: Medals are presented to an 8th grade boy and an 8th grade girl who demonstrate the qualities of honor, service, courage, leadership and patriotism.

Koger/Durland Award: This award is given to an 8th grade girl and an 8th grade boy who have demonstrated outstanding athletic ability and participation.

Nancy Lewis Award: In memory of a very special former CMS student, this award recognizes the most outstanding 8th grade girl for her intellectual curiosity, leadership, character, and service to CMS.

Drewish Award: In memory of a beloved former CMS teacher, this award recognizes the most outstanding 8th grade boy for his intellectual curiosity, leadership, character, and service to CMS.

Other Awards:

Award of Distinction: Principal recognition for academic achievement, citizenship, integrity and school spirit.

Growth Mindset Award
Love of Learning Award
Peacemaker Award
Kindness Award
Awesome Attitude Award

CMS Vision for Student-Centered Learning: Student Learning Outcomes (SLO's)

CMS strives to create a culture of invested and empowered learners who recognize and respect personal learning approaches.

Coronado Middle School prepares all students to be:

THINKERS who:

- * Seek, interpret, and evaluate evidence to support and defend arguments
- * Read, write, listen, and speak to effectively communicate ideas with real, authentic audiences
- * Apply a variety of tools and media to publish their best, original work
- * Continue to seek learning opportunities outside the walls of the classroom as 21st century learners
- * Apply learning to real world connections
- * Analyze and explain academic concepts
- * Critically assess and problem solve
- * Ask questions and take risks to deepen understanding of content

COMMUNITY TEAMmates who:

- *Solve problems using multiple solutions and innovative approaches.
- *Collaborate and cooperate with diverse learning teams on shared goals
- *Foster integrity and respect so that all individuals may thrive
- *Listen and communicate to provide kind, specific, and constructive feedback
- *Motivate each other to persevere and develop growth mindsets
- *Welcome multiple perspectives in order to learn from others
- *Recognize the diverse talents of others and contribute their own to enrich the school community
- *Uplift one another, show empathy and concern for fellow citizens

INVESTED LEARNERS who:

- * Demonstrate understanding of content
- * Prioritize and manage tasks
- * Reflect for continual growth by monitoring progress, determining when to adjust strategies or when to seek more resources for mastery of challenging concepts
- * Embrace personal learning styles, strengths, and needs
- * View mistakes as opportunities for growth
- * Build confidence and independence to take risks when approaching new learning
- * Develop a passion for lifelong learning.