

Mountain Ridge Middle School
Student Handbook



2019-2020

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MOUNTAIN RIDGE MIDDLE SCHOOL STUDENT HANDBOOK

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IN CONJUNCTION WITH THE RULES AND PRODUCE LISTED IN THIS HANDBOOK, MOUNTAIN RIDGE MIDDLE SCHOOL STUDENTS ARE EXPECTED TO FOLLOW ALL OF THE RULES, POLICIES AND GUIDELINES STATED IN THE BERKELY COUNTY SCHOOLS HANDBOOK.

MISSION STATEMENT

Mountain Ridge Middle School will lead students to great heights in academics and social success in an environment that is safe and engaging.

CORE BELIEFS

- All students will learn and be successful.
- Students who are engaged in school activities, both academic and extra-curricular, will have a rewarding school experience.
- Students must learn to interact with others in a positive and constructive manner.
- Parents and community members are an integral part of the education process.

SCHOOLGY

Mountain Ridge Middle School will be using Schoology to provide students and parents needed classroom information, including: grades, progress reports, assignments, resources, and more.

HONORS PLACEMENT/REMOVAL

Students are placed in Honors classes based on four criteria: yearly assessment results (WV General Summative Assessment), semester grades, work habits, and teacher recommendations.

These areas are scored on a point basis of 1 (weak) through 4 (very strong) using a matrix evaluation worksheet. Students are placed in, or removed from, honors courses based on their scores for each content area on this matrix. Students who do not originally qualify for honors courses may be reevaluated in the fall at a teacher's or parent's request.

Honors students in Science and Social Studies will be required to participate in the Science and Social Studies Fairs. Failure to participate may result in removal from the honors course.

Students may be removed from Honors classes at the beginning of any grading period if they have not maintained at least an 85% in the class.

INCLEMENT WEATHER

If school is dismissed early or is cancelled due to inclement weather, there will be no school activities for that day. Parents must have a plan in place for child care in the event that school is cancelled, delayed, or dismissed early.

LEAVING SCHOOL GROUNDS

Students must remain on Mountain Ridge Middle School grounds at all times, unless signed out and accompanied by a parent/guardian. Students must be under adult supervision when outside of the school building (i.e. playing fields, parking lot).

LIBRARY MEDIA CENTER

The Library Media Center is an integral part of the educational program at Mountain Ridge Middle School. The library is an environment conducive to learning, providing appropriate and adequate information resources, and models the behavior of lifelong readers and learners.

Checkout Policy:

- Students may have two items checked out from the Library at a time.
- Books are checked out for three weeks, with additional renewal periods available.
- Reference materials are for in library use.

Overdue and Fines Policy:

Students are responsible for the reasonable care and prompt return of books and library materials. Total replacement cost will be charged for any lost books or books damaged beyond repair. Students cannot check out any additional items until all overdue items are returned or renewed. Students may receive lunch detention for overdue books.

Book Fair:

The library holds a Book Fair each year. Profits from the book fair pay for new materials and technologies. Dates will be announced

PARENT SHADOWING

With prior permission, the administration may allow parents the opportunity to shadow his/her student throughout the school day. Parent and student must arrive on time, attend all classes, and follow all school rules. Parents are not permitted to interact with students or in any manner disrupt the educational process.

PEER MEDIATION

Mountain Ridge Middle School believes in, supports, and utilized Peer Mediation, a program designed to reduce conflicts and violence in schools. In the program, students are trained as mediators to help their peers resolve problems. The program has proven to be very effective in many middle schools throughout the country.

RENAISSANCE PROGRAM

The purpose of the Renaissance program is to Recognize, Respect, Reinforce, and Reward students and staff for positive performance and attitudes at Mountain Ridge Middle. The program is designed to encourage students to put forth their best efforts in the areas of attendance and academics. Incentives and recognitions will be given throughout the year in order to acknowledge those who are striving to reach their potential in the classroom.

SCHOOL RULES

School rules are designed to provide every student the opportunity to attend school and gain the most from their educational opportunity. The school rules at Mountain Ridge Middle are intended to promote and teach the importance of education and social interaction. No person will be permitted to interfere with the safety, security, or opportunity of others to learn or teach. Any violation of school rules will result in the appropriate disciplinary action.

Arson and Explosive Devices

The setting or attempt to set a fire on school property will result in an automatic 10 day out-of-

school suspension, with a recommendation for expulsion and a police referral.

False Fire Alarm

Any student who pulls or sets off a fire alarm without legitimate cause will be suspended up to a maximum of 10 days out-of-school, with a police referral, and possible recommendation for expulsion.

Dangerous Items

Any items that can be used to injure another person (i.e. knives, firearms, explosive devices, martial arts equipment) are not allowed at school or on school property. Students who bring such items to school will be suspended up to a maximum of 10 days out-of-school, with a possible recommendation for expulsion and police referral.

Disruptive Items

Any exploding or noise making items (i.e. poppers, snappers, stink bomb) are not allowed at school or on school property. Students who bring such items to school may be suspended up to a maximum of 10 days out-of-school. If the disruptive item is used, and injures or places another person in danger, the student may be recommended for expulsion with a police referral.

Destruction of Private or Public Property

Students are held liable for the repair or replacement of any school property issued to the student (i.e. books, supplies, lockers, Chromebook), as well as the school's facilities and equipment. Any student involved in the theft or destruction of school property, or the property of others, will be subjected to disciplinary action, which may include out-of-school suspension, and will be required to pay restitution and/or serve community service within the school building.

Drugs/Intoxicants/Inhalants

State law and school board policy are very clear on drugs, alcohol, and the use of any substance/activity that alters behavior. Drugs and alcohol are strictly prohibited on school property. Possession of any illegal substance on school property will result in a maximum of 10 days of out-of-school suspension, a police referral,

and possible recommendation for expulsion. Drug counseling may be required.

Tobacco Use/Possession

The possession, use, and distribution of tobacco products in school buildings, on school grounds, in school leased or owned vehicles, and at all school affiliated functions is prohibited. The policy is intended to promote a positive and pro-active approach to tobacco control.

Extortion

Extortion is taking something from someone by the use of threat or other means, and is punishable by a maximum of 10 days of out-of-school suspension.

Fighting

Every individual has the right to be free from the fear of attack, assault, or intimidation. Actions on the part of any person which deny another this basic right will not be tolerated. Anyone involved in a fight will face disciplinary action, unless it is clearly an unprovoked attack. Any student who has reason to believe that a fight may occur should immediately seek help from a staff member. Fighting will result in a maximum of 10 days out-of-school suspension, and a possible recommendation of expulsion and police referral.

Physical Assault

Physical assault of any administrator, faculty or staff member, or student will result in a maximum of 10 days of out-of-school suspension, police referral, and recommendation of expulsion.

Threatened Physical Assault

The threatened physical assault of any administrator, faculty or staff member, or student will result in a maximum of 10 days of out-of-school suspension, and a possible recommendation of expulsion.

Insubordination

Insubordination is defined as defying or not doing what is requested by a school official. Refusing to open a book, complete an assignment, work with another student, work in a group, take a test or do any

other class-or school-related activity not listed herein, refusing to leave a hallway when requested by a school staff member, or running away from school staff when told to stop, all constitute insubordination/unruly conduct.

Vulgar, Derogatory, Racial, Sexual, or Ethnic Remarks/Gestures

The use of inappropriate language and gestures is not permitted and may result in detention or suspension from school.

Such language or gestures directed at an administrator, faculty or staff member, or student may result in a maximum of 10 days of out-of-school suspension.

Disrespect

Student disrespect of adults is not acceptable. Such incidents may result in disciplinary action ranging from parent conference to in-school suspension.

Projectiles

Projectiles of any kind (i.e. pencils, spit balls, snow balls) are prohibited and will result in disciplinary action, including possible out-of-school suspension.

Theft

Taking another person's property without their consent is prohibited, Materials may not be removed from school grounds or taken from the area in which they belong without permission. Violations will result in disciplinary action, including possible out-of-school suspension.

Dishonesty/Cheating/Plagiarism

Any type of dishonesty, whether verbal or written, is unacceptable. Any academic dishonesty or cheating (giving or receiving answers to an assignment without teacher permission, or plagiarism) will be handled by the teacher, and result in 0% grade for that assignment.

Other examples of dishonesty that may result in detention or suspension include: forgery or changing parent notes, misrepresenting a parent/guardian through phone or electronic communication, and lying to a staff member.

Preparation for Class

Students are expected to come to class every day with the necessary and appropriate materials (i.e. planner, textbooks, Chromebook, folders, homework, writing utensils). Detention may be assigned for students who are not prepared for class.

Dress Code

Dress and grooming are the responsibility of the parent/guardian and the student. Students are expected to adhere to the dress code policy of Mountain Ridge Middle School and Berkeley County Schools.

- Holes in pants are not permitted above the knee unless the student is wearing tights underneath their pants or the hole is covered by a patch. The student's skin must not be visible.
- Shorts and/or skirts must be fingertip length.
- Pants must be worn appropriately around the waist. No undergarments or skin should be visible above the pants.
- Bandanas are not allowed.
- Shoes must be worn at all times
- Clothing that is disruptive to the educational process, or is clearly inappropriate or offensive is not allowed. Clothing that advertises drugs, alcohol, tobacco, or contains the Confederate Flag or sexual connotations is not permitted.
- Shirts and blouses must cover the midriff and cleavage. Shirts considered too revealing are not permitted.
- All shirts must have at least two inch strap.
- See-through material is not allowed unless the student is wearing school-appropriate clothing underneath.
- Coats should be kept in the student's locker.
- Pocketbooks and other bags should be kept in the student's locker.
- No hoods or hats are allowed to be worn.

Any student in violation of the dress code policy will have the opportunity to call parents in order to have appropriate clothing delivered. If a change of clothing is not available, the student will be placed in in-school suspension.

Bus Misbehavior

Any behavior that distracts the bus driver or annoys other passengers is unacceptable. All school rules apply for infractions that occur on the bus or at the bus stop. Discipline measures range from an administrative conference to a loss of transportation privileges. Students who lose their bus privileges are not excused from school. Please reference the county transportation policy.

Cell Phone/Electronic Device Policy

Mountain Ridge Middle understands the importance that cell phones play in child safety and parent communication. However, during school hours, all student cell phones are expected to be turned off and placed in the student's locker. In the case of an emergency, students may use a phone in the main office, and parents may contact their child at any time by calling the main office.

Mountain Ridge Middle will not tolerate the use of electronic devices for sharing or receiving inappropriate pictures/communications. Students using electronic devices to harass others or to share inappropriate pictures/communications will be disciplined. Disciplinary actions may include in-school or out-of-school suspension, and police referral. The electronic device will be confiscated.

Cell phones which are confiscated for violating this policy may be required to be picked up in the main office by a parent/guardian.

Gifts/Flowers

We ask that students and parents/guardians refrain from bringing gifts and flowers, or having them delivered to the school. We have no place in classrooms for flowers/balloons, and they are not allowed on the bus.

Attendance

***Please note that these are actions required by WV State Code 18-8-1 (a).**

Daily school attendance is required in the state of West Virginia. In order for absences to be considered excused, a student must submit a note from his/her parent/guardian, physician, or the courts within two school days of the absence. All notes must demonstrate that the absence is excusable according to

county and state policy. Names of those students who accumulate excessive unexcused absences will be submitted to the county attendance director, who will initiate the appropriate legal action.

The following actions will occur based on unexcused absences:

- 1) A legal notice will be served to the parent/guardian of any student reaching five unexcused absences,
- 2) Charges will be filed in Magistrate Court against the parent/guardian of any student who continues to accrue unexcused absences following the legal notice and/or charges will be filed against the student in Juvenile Court.

It is important to note that parents may excuse up to 10 days for illness. Any days after the 10th will be considered unexcused by a doctor's note.

Students who are absent due to a Leave of Educational Value may be excused, given that a note is brought in before the absence, the proper county documentation is completed and returned to the school, and the student completes the necessary assignment.

Truancy

Any absence due to skipping school will be considered unexcused and the student will be considered truant. Truancy is against the law, and court action will be taken against offenders. Disciplinary action will range from detention to in-school suspension.

Skipping Class

Students are expected to be in each class for which they are scheduled, unless officially excused. Students who are late to class by 10 minutes or less will be considered tardy. Any student who arrives to class after class has been in session for 10 or more minutes will be written up for skipping class. Disciplinary action will range from detention to in-school suspension.

Tardiness

Students are to be seated in assigned class areas when the tardy bell rings. Unexcused tardiness to class is unacceptable. This also includes tardiness to

homeroom (late for school). If a student is late for school, he/she must have a note from a parent/guardian and sign in at the main office. Tardies to school will be monitored and disciplined. Each classroom teacher will keep track of students' tardies to their class.

Disciplinary action includes:

- 1st and 2nd – Warning
- 3rd – After School Detention
- 4th – After School Detention
- 5th – After School Detention
- 6th and above – In-School Suspension

Tardy violations will begin at zero at the beginning of each 9 weeks grading period.

Food/Drinks

All food and beverage must be consumed in the cafeteria, unless students are participating in grab-and-go breakfast or it is part of an approved class activity. Students receiving permission from a teacher to eat lunch in the teacher's classroom must provide a note from the teacher.

Water bottles are permitted, but must be clear plastic bottles. Water is the only beverage permitted to be carried throughout the day.

Chewing gum is not permitted inside the school building.

Violations of this rule may result in detention, in-school suspension, and/or community service within the school building.

Selling of Merchandise

No one is permitted to sell any merchandise on school grounds without prior administrative approval. Selling items as part of a fundraiser is not allowed unless approved by an administrator. Such items may be confiscated and held until a parent can pick them up.

Inappropriate Items

Toys and other inappropriate items (i.e. skateboards, balls, chains) are not to be brought to school, and will be confiscated and may be held until a parent picks them up.

Public Displays of Affection

Students are not allowed to physically touch one another in an affectionate manner. Violations may result in disciplinary action up to in-school suspension.

CONSEQUENCES

Lunch Detention

As a consequence of misbehavior, incomplete work, or other reasons, any teacher may assign lunch detention in their classroom for half of the lunch period. In accordance with county/state policy, a student is never denied lunch. Consequences for missing lunch detention include after-school detention or in-school suspension.

Saturday Detention

Saturday Detention is held on Saturdays from 8:00am – 10:00am. Parents will be notified by telephone, email, and/or note if a Saturday Detention has been assigned. Parents must arrange private transportation for their child, and student must bring something quiet to work on. Failure to attend a Saturday Detention will result in In-School Suspension. If school is cancelled or dismissed early on the preceding Friday, Saturday Detention will not be held.

After-School Detention

One hour of After-School Detention (2:30pm – 3:30pm) may be assigned by teachers or administrators for students who have been given detention as a result of tardies, failure to complete assignments, misbehavior, or other reasons as deemed necessary. Parents will be contacted by telephone, email, and/or note if an After-School Detention has been assigned. Parents must arrange private transportation for their child to be picked up at 3:30pm, and students must bring something quiet to work on. Failure to attend After-School Detention will result in In-School Suspension.

In-School Suspension

An administrator may assign In-School Suspension for reasons described in this handbook. Students who have been assigned In-School Suspension will be removed from their regular classes for the day(s) of the suspension, and complete their work under the

supervision of the In-School Suspension Teacher or an administrator.

Out-of-School Suspension

Out-of-School Suspension will be assigned by an administrator for reason described in this handbook. Schoolwork missed during Out-of-School Suspension can be made up. During an Out-of-School Suspension, a student is not allowed on any school grounds without administrator permission.

Social Probation

Student who receive an out-of-school suspension may also receive a 60 day social probation. Social probation restricts students from attending any school event (i.e. dances, games, concerts). Social probation does not terminate a student's membership on any team or school-related group, or exclude the student from participating in the practice or performances of a team or group of which they are a member.

While social probation does not restrict team or group membership, the rules violation which resulted in social probation may also result in disciplinary action from a coach, director, or sponsor. Such discipline may include dismissal from the team or group.

Expulsion

Continuous or extreme violations of school rules may result in a recommendation for expulsion to the county Board of Education.

Get NTouch with US!

Find out first what is happening at Mountain Ridge Middle School & in BCS! Register for NTouch by visiting <https://www.berkeleycountyschools.org/ntouch> . This e-communication system will send you notices and announcements regarding school events, emergencies, closing and delays in addition to e-newsletters. If you are already registered, please take time to update your account.

By visiting the link above you can update your user information and change your school relationships as your children move through Berkeley County Schools.