



Alice Vail Middle School

STUDENT
HANDBOOK
2021-22

Empowered & Engaged Together!

Ms. Nicolosi, Principal
Mr. Beaton, Assistant Principal
Ms. Ryan, Dean of Students

Front Office Hours: 8:15 AM-4:15 PM

School Hours:

8:45 AM-3:48 (Monday, Tuesday, Thursday, Friday)

8:45 AM-2:49 (Wednesday)

Student Drop Off: 8:00 AM

Breakfast is served from 8:15 AM to 8:40 AM

Student Pickup: 3:48 PM (2:49 PM on Wednesdays)

After 4:00 PM students will be in the front of the school even if their ride is on the way.

There is no supervision after 4 PM unless the student is involved in an organized after-school activity.

Mission:

Alice Vail Middle School supports the emotional, social, artistic, and academic development of our diverse population through exceptional, innovative, educational experiences that promote equity in a safe and respectful environment.

Vision:

Alice Vail Middle School fosters equitable opportunities to achieve excellence.

Motto:

Achieving excellence in academics, arts and athletics

Creed:

I am an Alice Vail Falcon! I determine what I become. I matter and treat myself and my community with respect. Yesterday's failures are behind me. Today's successes are now before me. My community learns together to build a strong future. I am respectful, responsible, safe and kind.

Alice Vail Falcons are

Respectful
Responsible
Safe
Kind

Falcon Essential 45

1. Acknowledge the person speaking
2. Celebrate others' successes
3. During discussions, respect other students' comments, opinions, and ideas
4. Take care of and respect school and personal property
5. Always use school appropriate language
6. Cough, sneeze, and burp into your elbow
7. Remember to say thank you
8. Practice random acts of kindness
9. Be present
10. Listen to all teachers and staff on campus
11. Conserve water and paper
12. Use inside voices in the school
13. Allow others their privacy
14. Follow along when we read together in class
15. Answer all written questions with a complete sentence unless otherwise noted
16. Complete your assignments every day
17. Safety procedures will be swift, quiet and orderly
18. Be as organized as possible
19. Do the right thing even when no one is watching
20. Respond when someone greets you
21. When a guest teacher is present, all school and class rules still apply
22. Follow all classroom expectations
23. Keep yourself, bathrooms and classrooms clean and germ-free
24. Let the office staff buzz visitors onto campus at the front doors
25. It is unkind to intentionally make others uncomfortable
26. After eating, clean up after yourself
27. On the bus, face forward, stay seated and keep arms and body inside the bus
28. If someone drops something and you are close to it, pick it up and give it back
29. On a field trip, enter a public building quietly
30. Help clean up
31. The teacher dismisses classes not the bell
32. At the end of the day, go directly to activities, buses or pick up area
33. Ask for help when you need it
34. In the hallways, walk calmly and quietly on the right side
35. Keep your hands, feet and body to yourself
36. Keep all Public Displays of Affection (PDA), including hand holding, away from school
37. During an assembly, sit quietly with your assigned group
38. When standing in line, stand behind the person in front of you and move quietly
39. When waiting for assistance, be patient and wait quietly
40. If anyone is bullying you or someone else, let an adult know
41. Represent Alice Vail positively
42. Be positive and enjoy life
43. Learn from your mistakes and move on
44. No matter the circumstances, be honest
45. Be the best person you can be

Attendance

A student's parent or guardian must call 584-5400 to report an absence or leave a message regarding an absence. Students are responsible for all assignments and instruction missed during an absence. Please speak with teachers to gather this work. For extended absences, please call the counselor to assist.

Students who are truant from school for more than 10 days in a row with no phone call will be dropped from our attendance records for lack of attendance. Students will have to be re-enrolled in school if this occurs.

Absence reporting

Teachers take attendance at the beginning of each class period. After 10 minutes, an automatic phone call may be sent to the numbers on file for the student. If you were indeed in attendance, please have your parent or guardian call the front office.

Bathroom use

Students are allowed to use the bathroom during passing periods, before and after lunch and before and after school. In emergencies, students may be excused from class by the teacher to use the bathroom. Valuable instruction is missed when a student leaves the class, so teachers have policies that may limit use of the bathroom during a particular class. Please notify the nurse if there is a need for more frequent visits to the bathroom. Medical documentation may be requested.

Bike rack/Skateboard rack

Students are able and expected to lock a bike or skateboard to the racks located in the front of the school inside the blue fence. These items may not be ridden on campus. Students must walk their bike or carry their skateboard off campus prior to riding it. The school does not provide locks.

Bullying

Bullying and intimidation are not tolerated on campus. If you or someone else is being bullied, please report it immediately to a staff member.

Cafeteria

Each grade level has their own lunch period each day. Breakfast and lunch are free to all students and all students are encouraged to eat. Students must follow the directions of the staff in the cafeteria and clean up all lunch items and trash. Garbage cans are available throughout the lunchroom and outside.

Cell Phone Policy (Students)

Alice Vail believes in maintaining a safe and effective educational environment for all its students. Cell phone use has increasingly become a source of distraction in the classroom decreasing student engagement and time spent on learning. To avoid these concerns, we enforce our District Cell Phone Policy.

We believe this will allow our students to be:

- Engaged in classroom activities and assignments
- Less dependent on electronics to do classwork
- More engaged in face-to-face positive social interactions
- Less likely to engage in conversations around bullying
- Less likely to be distracted and procrastinate on assignments in class

All teachers are required to have a “cell phone free zone” protocol within the classroom and cell phones are not to be used during school hours.

Cell phones and electronic signaling devices may be used

- on or off campus before or after school.
- following a school state of emergency; the school principal or designee may allow contact with parents for a designated time period.
- if a teacher approves the use for educational activities conducted in his/her own classroom.
- if a teacher/coach approves the use during extended trips and sporting events.

Cell phones and electronic signaling devices may NOT be used

- during instructional classroom time, including assemblies or other activities, which take place during the regularly scheduled classroom periods.
- during passing periods.
- during lunch periods unless an administrative approval has been obtained.
- to take pictures at any time that violate personal privacy.
- for cheating.
- on field trips or excursions, which are conducted during the normal school day and during regular classroom instructional hours.

GB Policy JICJ and JICJ-R

Core Enrichment

This course is an elective for students. The topics are selected by the teachers. This is a fun extension to the regular curriculum and is a Pass/Fail class.

Discipline/GSRR (Guidelines for Students Rights and Responsibilities)

The guidelines and expectations for behavior apply during regular school hours, on TUSD school busses, at any school sponsored event or athletic function, field trips, and as students travel to and from school. Consequences may range from a verbal warning to out of school suspension or expulsion in some circumstances. The GSRR can be found on the TUSD website and paper copies may be picked up in the school office.

Dress Code

Students are expected to follow the TUSD dress code. Administration is the final authority for determining violations of dress code.

Emergency Drills

We will have monthly fire drills and quarterly lockdown drills. Students will be taught what to do in these situations and are expected to follow the instructions of teachers and staff.

Fragrances

We have students and staff that are allergic to certain fragrances. For this reason, please do not spray cologne, perfume, body spray or any fragrance spray on campus.

Grades

Students are expected to make their best effort each day to master concepts by participating in class instruction, completing assignments, and taking assessments. Grades are determined based upon all these areas. StudentVUE and ParentVUE should be monitored to ensure assignments are completed and to check on progress.

Hall Pass

Students should not be out of class without a pass from their teacher with a destination and time. Planners are used for hall passes and have a page to record the pass. Without a pass, students may have consequences for ditching class.

Health Office

Students may request a pass to see the Health Office Assistant or Nurse at any time. Abuse of this permission or going to the nurse without a pass will be addressed on a case by case basis.

Honor Roll

Honor Roll students are identified each quarter. Gold Honor Roll students are those who earn all A's in their classes. Blue Honor Roll students are those who earn all A's and B's. High Honor Roll students are identified at the end of the school year and are those students who earned all A's for the first three quarters and final progress.

Horseplay

Students are expected to refrain from horseplay as it may lead to more serious situations, accidental injuries, and hurt feelings.

IDs

Students are expected to wear their school IDs while on campus and on the bus. IDs will be distributed the first few weeks of school. A lanyard will be provided, but students may use another school appropriate lanyard of their choosing.

Library

Students may use the library with permission from their teacher or at lunch. The library assistant will come to the cafeteria at the beginning of lunch to escort those students wishing to spend their lunch in the library.

Lockers/Backpacks

The hallway lockers are not used. Students should use a backpack to carry belongings. If you need a backpack, please come to the office. **Do not carry personal valuables or money in backpacks.**

Passing Periods

Students have four minutes to move between classes. There is enough time to make it to the next class without running, pushing or shoving others. Students are expected to walk on the right side of the hallway/stairs and follow teacher instructions for entering the classroom.

Physical Education Excused

Parents and/or the health office may excuse a student from participation in PE for a limited time, no more than 5 days. There will be an alternate assignment given to the student during this time. A medical note is required to excuse participation for longer than 5 days.

Report Cards/Progress Reports

Report cards and progress reports can be found in StudentVUE/ParentVUE.

Social Media

The impact of social media on school can be a cause for student discipline. Please monitor the use of social media outside of school and report bullying, harassment, threats, and/or violence to school administration. Please assist by taking screen shots of problematic messages so that investigations may be conducted and appropriate action may be taken.

Sports

TUSD establishes the interscholastic activities for middle school each quarter. All students must have a current physical and a completed athletic participation packet on file with the school prior to tryouts or participation in any athletic activity. Students accepted on the team will be required to pay a participation fee. Please speak to the office staff or administration if this is a hardship. Students participating in athletics must remain academically eligible by passing all classes each grading period.

Schedule (Subject to change)

Quarter 1: Girls Volleyball, Boys Basketball, Cross Country

Quarter 2: Boys Volleyball, Girls Basketball, Cross Country

Quarter 3: Boys and Girls Soccer

Quarter 4: Boys and Girls Track and Field

Possible new sports this year: Kickball and Flag Football

Supplies

Students are expected to bring materials to class each day (pencils, pens, notebook/paper, and planner). Students will receive more information on specific class supplies the first week of school.

ParentVUE/StudentVUE

Students and parents/guardians have access to schedule, attendance, and grades in Synergy through ParentVUE and StudentVUE. This access does not change from year to year. If you need assistance with your account, please see the front office.

Tardy to class

Students are expected to be in the room and in their seat prior to the ringing of the bell. Students will have consequences after 3 tardies to the same class. Students may be marked absent if they miss 50% of a class. Students may also receive automatic notification that they are absent from a class if they are more than 10 minutes late to a class.

Textbooks/Computers

Students may or may not receive a textbook to take home. Students will receive a Chromebook or computer to use for assignments and to access school materials. Students are responsible for these items. Damage beyond the regular wear and tear is the financial responsibility of the student.