

WELCOME FALCONS!!!



Students of Frontier Middle School,

Welcome to Frontier Middle School, home of the Falcons! Frontier is a school with high academic and behavioral expectations. During your time at Frontier Middle School you will become high school, college and career ready through rigorous and engaging learning opportunities.

You will be challenged on a daily basis to do your best at Frontier. We expect all of our students to be the best person they can be. We expect you to attend and be on time to all classes, complete your daily assignments on time, and follow school wide and classroom expectations. By being safe, respectful and responsible you will exhibit what it means to be a Falcon. Falcon Pride.

This handbook is a guide to help you succeed and is a resource for you throughout the school year. This handbook outlines Frontier Middle School's policies and procedures. This handbook is not all inclusive of all the district and school rules and policies.

We hope you have a great 2020-2021 school year!

Bethany Aoki

Principal

Nikkii Mesa

Assistant Principal

Bryan Forsberg

Associate Administrator

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**SHOW YOUR
FALCON PRIDE!**

**Frontier
Falcons are...**

**Safe
Responsible
and
Respectful**

Regular Bell Schedule		
1	7:30 - 8:05	35
2	8:09 - 8:58	49
3	9:02 - 9:51	49
4	9:55 - 10:44	49
1st Lunch	10:45 - 11:15	30
5th Period	11:19 - 12:15	56
5th Period	10:48 - 11:14	26
2nd Lunch	11:15 - 11:45	30
5th Period	11:47 - 12:15	28
5th Period	10:48 - 11:14	56
3rd Lunch	11:45 - 12:15	30
6	12:19 - 1:07	48
7	1:11 - 2:00	49

AM Assembly Schedule		
1	7:30 - 7:40	10
Assembly	7:40 - 8:40	60
2	8:44 - 9:26	42
3	9:30 - 10:12	42
4	10:16 - 10:57	40
1st Lunch	10:58 - 11:28	30
5th Period	11:25 - 12:21	56
5th Period	11:01 - 11:27	26
2nd Lunch	11:28 - 11:58	30
5th Period	12:00 - 12:28	28
5th Period	11:01 - 11:57	56
3rd Lunch	11:58 - 12:28	30
6	12:32 - 1:14	42
7	1:18 - 2:00	42

*Dismiss From Advisory

Falcon Pride Schedule		
2	7:30 - 8:19	49
3	8:23 - 9:12	49
4	9:16 - 10:05	49
5	10:09 - 10:58	49
1st Lunch	10:59 - 11:29	30
6th Period	11:33 - 12:29	56
6th Period	11:02 - 11:28	26
2nd Lunch	11:29 - 11:59	30
6th Period	12:01 - 12:29	28
6th Period	11:02 - 11:58	56
3rd Lunch	11:59 - 12:29	30
7	12:33 - 1:21	48
Falcon Pride	1:25 - 2:00	35

PM Assembly Schedule		
2	7:30 - 8:15	45
3	8:19 - 9:04	45
4	9:08 - 9:53	45
1st Lunch	9:54 - 10:24	30
5th Period	10:28 - 11:24	56
5th Period	9:57 - 10:23	26
2nd Lunch	10:24 - 10:54	30
5th Period	10:56 - 11:26	30
5th Period	9:57 - 10:53	56
3rd Lunch	10:58 - 11:28	30
6	11:28 - 12:12	44
7	12:16 - 1:00	44
Assembly	1:00 - 2:00	49

Late Arrival 1st Lunch		
2	9:30 - 10:02	32
3	10:06 - 10:38	32
1st Lunch	10:39 - 11:09	30
5	11:13 - 12:09	53
4	12:13 - 12:45	32
6	12:49 - 1:24	35
7th	1:28 - 2:00	32

Late Arrival Second Lunch		
2	9:30 - 10:02	32
3	10:06 - 10:38	32
5	10:42 - 11:08	26
2nd Lunch	11:09 - 11:39	30
5	11:41 - 12:09	28
4	12:13 - 12:45	32
6	12:49 - 1:24	35
7th	1:28 - 2:00	32

Late Arrival 3rd Lunch		
2	9:30 - 10:02	32
3	10:06 - 10:38	32
5	10:42 - 11:38	56
3rd Lunch	11:39 - 12:09	30
4	12:13 - 12:45	32
6	12:49 - 1:24	35
7th	1:28 - 2:00	32

Early Dismissal Schedule		
2/5	7:30 - 8:20	50
3/6	8:24 - 9:14	50
4/7	9:19 - 10:10	51

STUDENT RESOURCES

All students wishing to participate in sports, band, choir, orchestra, activities or clubs must purchase an ASB card. An ASB card can be purchased after sports tryouts when you make the team. The ASB office is open during all lunches unless otherwise posted. Please make all payments at the ASB office. ASB cards provide discounts on school dances and yearbooks, and also allow students to attend Bethel School District athletic events at reduced prices. Many local businesses also provide discounts for cardholders.

ASB Membership:

The executive cabinet of Frontier's ASB is made up of a President, Vice President, Secretary, Treasurer, a club liaison, and a Senator for each grade level. The executive cabinet meets regularly to review and discuss student issues.

ASB Mission Statement:

We, the Associated Student Body of Frontier Middle School will strive to create a positive atmosphere for all students, where all students enthusiastically show school spirit, do what is expected of them, and strive to do their best. We will promote cultural diversity, recognize students for their positive attitudes and great leadership, and encourage students to get involved so that their influence is recognized by future classes. We will recognize students for their excellent achievements as well as encourage all students' involvement in school and community activities. Together we will continue to make a difference.

Yearbook:

Frontier's yearbook is pre-sold in the beginning, middle, and the end of the school year. We encourage you to purchase early, since only a few extra are ordered, and there may not be any available in June. The price of a yearbook will be determined in the fall and information will be sent home as soon as it is available.

Clubs:

Frontier has a long tradition of student activities. Students are encouraged to participate in music, drama, student publications, athletics, student government, and the many co-curricular and extra-curricular activities and clubs sanctioned by the school. Non-ASB, student-initiated groups are permitted at FMS. If you are interested in starting a club, find an advisor, write up a plan, and bring it to the ASB office. Participation in any extracurricular club or activity may be denied based upon school behavioral and/or academic expectations. Decisions to restrict participation will be made by the school administration.

Dances:

Dances will be held several times throughout the year, with the following guidelines:

- Concession stand is open for pop, candy, and novelty items for purchases.
- Please pick up students promptly. Students picked up more than 30 minutes late after the conclusion of a dance will not be able to attend the next after school dance.
- No guests allowed.
- Dress code is the same as during the school day.
- Suspended students or students who did not attend school on the day of the dance cannot attend.
- Participation in dances may be denied based upon school behavioral and/or academic expectations. Decisions to restrict participation will be made by school administration.
- Parents interested in chaperoning, please call the ASB Advisor or front office.

Vending Machines:

In order for ASB to keep the convenience of vending machines, we need your cooperation. All revenue generated from machine sales goes to ASB for student use, and include the following guidelines:

- Vending machines may not be used during class time.
- Misuse of school vending machines will result in the machines being turned off for a designated amount of time.
- Only water is allowed in classrooms or hallways except by permission for special occasions.
- Food and/or beverages outside the commons will be confiscated and/or thrown away.
- No refunds can be granted for vending machine malfunctions.

Assemblies:

All students are required to attend all assemblies and follow all assembly expectations. Failure to attend an assembly without an excuse from the Attendance Office constitutes truancy. Students who are disruptive, disrespectful, inattentive, or otherwise inappropriate at an assembly are subject to disciplinary action and will be removed from the assembly immediately.

ATHLETICS

All students at Frontier are encouraged to turn out for a sport. In order to participate in a sport, students must purchase an ASB card, have a physical, and have all other paperwork completed and turned in to their coach before they can practice. Students must also maintain academic eligibility per the WIAA rules and regulations and Bethel School District rules. This means students must be passing 5 out of 6 of their classes to be eligible for athletics. Students not meeting such standards will be put on academic probation.

Requirements to Play:

To turn out for a sport, you must have:

- A current physical on file in the office
- A parent/student athletic agreement form on file in the office
- An ASB card
- Met the season’s grade requirement
- Must be passing five of six classes
- Grade checks on Monday determine student participation for the week. If students have more than one Incomplete grade, the student is ineligible for games/matches for that week until a grade check is done the following Monday.
- Pay to Participate fees paid
- Demonstrating behavior per the Athletic Code of Conduct

Sports offered by season, all students are eligible to play all sports except Football, Football is for 7th and 8th grade students only.

Sports Offerings by Season:

First Season	Second Season	Third Season	Fourth Season
Baseball	Boys Basketball	Girls Soccer	Girls Cross Country
Fastpitch	Girls Basketball	Boys Basketball	Football
Track and Field	Wrestling	Boys Soccer	Volleyball
	Girls Soccer		

Information/Schedules:

Most games begin at 3:30 p.m., here or away. Starting times will vary. Monthly sports schedules are in the newsletter, calendar, and posted on Frontier’s website, but sometimes dates change at the last minute. Players and parents should maintain regular communication with their coach.

Bethel Recreation:

Bethel Recreation coordinates intramural teams at Frontier for 6th grade students. These teams require volunteer coaches. If you are interested in playing on a recreational team or have questions about Bethel Rec. contact the Frontier Recreation Coordinator. All sixth grade athletics at FMS will be coordinated through Bethel Recreation, as they are not WIAA interscholastic athletics.

Recognition:

Athletes will earn certificates for participation and recognition at assemblies. In addition, each sport usually conducts an end-of-the-season event at which individual athletes are recognized.

STUDENT LOCKERS**Lockers:**

Hallway lockers are available for all students. P.E. lockers are assigned for use as per guidelines established by the P.E. Department. Students are responsible for their own lockers and contents, and may be charged for any damage. Students are not allowed to use their own locks. Lockers are the property of the Bethel School District and are subject to search by school officials at any time. Locker searches are authorized under RCW 28.600.210-240. In these statutes, the legislature decided that where the safety and welfare of school children are threatened, searches of school-issued lockers, and the contents of those lockers, are a reasonable and necessary tool to protect the interests of the students. Problems with lockers should be reported to Mrs. Inman, Frontier Campus Safety Officer. Students are assigned individual lockers at the beginning of the year.

Top Ten Rules for Lockers:

1. Memorize your combination and DO NOT SHARE IT WITH ANYONE other than WEB leaders or staff members.
2. Keep your locker clean.
3. You will be held financially responsible for any damages to your locker.
4. Do not put stickers on your locker walls.
5. Any pictures put up in your locker must meet Frontier's dress code for students.
6. Do not leave food in your locker overnight.
7. Do not ever leave open beverage containers of any kind in your locker.
8. Do not write or draw on lockers.
9. You must leave your full size backpack and large coats in your locker.
10. Do not leave valuable items or large amounts of cash in your locker.

CHILD NUTRITION SERVICES**Buying Breakfast or Lunch:**

Frontier's Food Court serves breakfast and lunch daily. Breakfast is served between 7:00 and 7:20 am. Lunch is served in three sittings. Students can purchase full lunches or Ala Carte items. Check with Child Nutrition staff for breakfast and lunch prices. Frontier uses a computerized point of sale system that will permit students to pay for their meals with cash or check or access their personal accounts at the cashier terminals. Money may also be deposited into their accounts with the cashier during breakfast or lunch.

Lunch Accounts:

Meals can only be purchased online at pamslunchroom.com. A nominal fee is charged for this service and there is a 48-hour processing time before the monies are available at the school. Bank debit cards may also be used if it has a Visa/MasterCard logo. Applications for free and reduced lunches are available in the office.

COUNSELING

The Frontier Middle School counseling center staff would like to welcome you! We believe that our counseling department is an equal and complementary component of the total school program! Students must develop sound emotional and interpersonal skills in order to reach their potential. It is our goal to play an instrumental role in providing experiences that will help all students to explore their unique talents and to build skills for success now and in the future.

Students can see the FMS counselors by scanning the QR code and completing the request form. A counselor will send you an appointment time and pass as soon as they get the request. For emergencies please get permission and a pass from a staff member prior to coming to the office. If the counselor is unavailable, an appointment will be made for a later time. It is preferred that students see the counselors before or after school or during lunch to reduce missed class time. The counselors can help with personal or school problems and/or academic issues.

Parents can contact the school counselors at (253) 800-8300 with issues regarding their child and counselors can help facilitate meetings with teachers. The following counseling services are available:

- Academic advising
- Brief individual/group counseling
- Referrals to community resources
- Conflict resolution/mediation
- Parent/teacher meetings
- Student scheduling

LIBRARY AND TECHNOLOGY RESOURCES

Students are welcome to use the library on a drop-in basis before and after school and during lunches. Otherwise, students must have a written pass signed by the teacher to use the library during class time. Check out the library web page: library.bethelsd.org, then click on Frontier Library. The library catalog can be searched from any online search engine. There are numerous resources on the home page to help students with research and reports. Students are encouraged to spend time reading, researching and writing in the

library. During lunch, students must have a pass to go to the library. Chess, checkers, cards, and magazines are available for student enjoyment. Books and materials are checked out on a loan basis and students are responsible for paying for lost or damaged materials. A student ID or ASB card is required to check out all materials. Please see "Reward Activities and Fines" in Frontier Policies for more information about clearing fines.

Textbooks:

When issued a book, students are to inspect it, report any damage, and have the teacher sign off on the form provided to indicate they accept the book with the current condition and are responsible to return it without any additional damage. Students are responsible for returning the exact same textbook they checked out. Students whose books are lost, stolen, or destroyed are responsible for replacement costs. Book covers are required in order to protect the books.

iPAD and ELECTRONIC DEVICES EXPECTATIONS

All students at Frontier Middle School are provided with an iPad. iPads are for educational use **only**. The iPad is not personal property and is owned by the Bethel School District. It is not a right, but rather a privilege. It may be searched for content at any time and for any reason. Any misuse of iPads will not be tolerated at FMS. iPads must be brought fully charged to school and Bluetooth needs to remain on at all times. iPads need to be in the protective case issued by the Bethel School District at all times. Damage to iPads that are not in approved cases are not covered by insurance. Vandalism or graffiti on iPads in the form of stickers, markers, carvings, etc. is considered damage and will be fined appropriately. All iPads will have an identifying sticker with the student name and number on it; removal or destruction of that sticker will result in a fine and progressive discipline.

If you do not bring your iPad fully charged to school, keep it safe in the case, or use it for non-educational purposes, you may receive progressive discipline consequences, including removal of the device. Intentional damage of the iPad or supportive accessories will not be covered by insurance. If intentional damage occurs, your device may be removed for the remainder of the school year.

iPad Use in the Classroom:

- Use it as the teacher asks
- Keep Bluetooth ON!
- Only use Bethel School District provided accounts and login info. **You MAY NOT use the iPads for any personal accounts or logins.**
- When the class is using the iPad, keep the iPad on task and on the class app.
- It is your responsibility to manage your own logins and passwords. You must write them down or create a plan to understand the importance of using passwords and managing them so content isn't lost when they have to be reset.
- When the class is not using the iPad, keep the iPad closed, face down on the desk
- Don't forget: iPads are for educational use only!

- Pictures and videos are prohibited without teacher permission
- iPad content is public record and can be used as evidence in an investigation
- We do not need student or parent permission to confiscate or search the iPad.
- Use of your device in any form of cyberbullying will not be tolerated.

iPad Use Around School:

- iPads are not allowed to be open or used in the hallways.
- Keep the iPads out of the bathrooms and locker rooms.
- Do not touch another person's device for any reason. No one is allowed to use or "borrow" your device. You will be held responsible for content and damage occurred while not in your care.
- Do not access social media or associated apps.
- Take care of your iPad; do not drop it, eat around it, or otherwise destroy it.

Frontier Middle School IS NOT RESPONSIBLE FOR LOST OR STOLEN IPADS!**TECHNOLOGY & INTERNET USE**

All use of district technology and the district's Internet must be in support of education and research consistent with the educational purposes of the Bethel School District.

- Students will not post personal contact information about themselves. Personal contact information includes home address, telephone, school address, work address, etc. Students will promptly disclose to a staff member any message they receive that is inappropriate or makes them feel uncomfortable.
- Use of the district network to access pornographic material, inappropriate text files, chat rooms/hangouts, email, Facebook, Snapchat, Twitter, Instagram, YouTube, and other social media sites, or files dangerous to the integrity of the district, will be subject to disciplinary action consistent with district discipline policies.
- Use of the district network to submit, publish, or display any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually oriented, or threatening materials or messages to either public or private computers will be subject to disciplinary action consistent with district discipline policies.

Students involved with any of the above violations will be assigned progressive discipline and may have limited access to technology and the internet.

***In the fall, students will need to have their parents sign "Policy 2022" form, and return it to school.

Students that don't return this by the designated date in the fall, will not be able to continue using school computers. This will be communicated to students and parents several times after school begins in September.

Digital Citizenship:

Digital Citizenship is the responsible, respectful, and safe use of technology. With the addition of iPads at FMS, students are expected to demonstrate digital citizenship in their daily use of their district-issued device. Digital Citizens at Frontier Middle School observe Falcon Pride in their use of technology.

Respectful:

- Respect the ideas and opinions of others
- Communicate kindly with others

Responsible:

- Communicate responsibly online
- Give proper credit when using the work of others

Safe:

- Think before posting or sending anything
- Stand up to cyberbullying
- Post productive, inspirational and positive comments
- Protect private information online

HEALTH CLERK

The Frontier health room is an emergency facility and should be kept free for that use. It is used for incidental and emergency treatment, NOT long term care. The health clerk is on duty during the school day and a nurse is here two to three days a week. It is vitally important that we have updated emergency numbers on file so we may reach parents in an emergency. This includes all numbers possible, such as home, work, cellular, next of kin, etc. Please make sure that the person picking up your child is listed on the emergency card. For the safety of your child, picture identification is required.

Please consider the following guidelines related to accessing the health room or feeling sick at school:

If you feel ill, sign out using the QR code and GET A PASS from your teacher to go to the health room immediately. The health clerk will check you in, take your temperature, and phone your parents if you need to go home. Please stay home if you feel ill before school.

Emergencies and First Aid:

Care will be given up to the limits of state law. An aid car will be summoned for injuries or illnesses which are judged to require more than basic first aid. It is very important that you have current emergency contacts and phone numbers on file in the health room.

Picking Up Ill or Injured Students:

If your student becomes ill or injured at school and needs to go home, he or she can only leave with someone listed on their emergency card. Please be sure that anyone who you may want to pick up your student is listed on that card.

Health Screening:

Each year, specialists for vision, hearing, scoliosis and kyphosis screen seventh grade students. If you or your parents have questions, please talk to the health clerk or nurse.

Immunizations:

Every student must have proof of immunization on file at the school before the first day of attendance. All students must be immunized according to WAC 248-100-163. You can be excluded from school if your immunizations are not complete. For details, please see the health clerk. (BSD policy #5435)

Medications:

In order to administer medication at school, whether prescription or over-the-counter medication, state law requires written instructions from the doctor and parent. Medications must come in the original container with the student's name clearly printed on it. The permission and instructions are good for one school year. Medications are stored in a locked cupboard at the school. A physician must specifically order medications that need to be carried by the student, such as an inhaler or Epi-Pen. (i.e. a doctor may write, "student is to carry inhaler at all times.") If you are unable to obtain a note signed by the doctor, a parent must come to the health room and personally administer the medication to the student. This requirement applies to all forms of medications, even over-the-counter preparations.

Infectious Disease:

Infectious diseases are common among school-age children. "Infectious Diseases" are defined in WAC 246-100-076. It is the policy of the Bethel School District to exclude students who are suspected of or have been diagnosed by a physician as having an infectious disease. (BSD policy #5436).

Lice:

Bethel School District has a "no nit" policy. If you have any lice or eggs in your hair, dead or alive, you cannot attend school. If you think you have head lice, please see the health clerk. Do not be embarrassed if you have them – lice like to live in clean hair! The nurse or health clerk will help you and your parents learn how to remove the lice. You will be checked again before you can return to school. (BSD policy 5346.5)

Insurance:

An insurance program, whereby a private company offers an accident insurance policy covering the student during school hours, is available to all students. An information sheet is sent home at the beginning of the year. They are also available in the attendance office. We encourage all students who participate in athletics or other extracurricular activities to take advantage of this option.

FRONTIER POLICIES**School Start and End Times:**

School starts at 7:30 a.m. Bus transportation is provided to every student who lives in the FMS boundary area. The office is staffed from 6:45 am until 3:00pm. The building will be open to students at 7:00 a.m. Students must remain in the commons, library, or courtyard until the 7:20 a.m bell. School ends at 2:00 p.m. Unless students are involved in a planned activity and supervised by an adult, they must be out of the building and off campus by 2:20 p.m.. All students in afterschool programs are expected to be picked up by 4:15 p.m. or ride the activity bus home (when available). No supervision will be available after 4:15 p.m.

Attendance:

Attendance is crucial and is one of the primary indicators of success in school. At Frontier Middle School we expect all students to attend every class daily. Learning at Frontier is designed to take place in class, and we recognize a direct correlation between attendance and achievement. Every subject taught requires a student's active and continuous involvement in order to develop skills and knowledge in the particular subject. Most classroom experiences cannot be duplicated on an individual basis; an absent student loses the experience of lecture, discussion, group work and activities, and participation. Frontier's attendance policies and procedures are in accordance with Bethel School District policies #5250-5255. They are summarized for you in the following paragraphs. Full language of the policies are available upon request.

District Policy 3121 - Daily Attendance:

Parents are responsible for sending their children to school as required by RCW 28A.225.10; to make sure their children are in school on time each day; to encourage their children to come to school with a mental attitude which fosters learning; to communicate accurately with the school concerning child's absence.

Students are responsible for:

Attending school regularly and remaining in school until they are officially excused. Any student whose absence is not excused shall be the focus of remedial efforts and subject to progressively severe disciplinary actions.

School staff are responsible for:

Notifying students of the attendance policy in their classes and reporting student attendance; requiring written excuses from a parent or guardian for all cases of students' absences; for bringing to the attention of parents students' attendance patterns that may adversely affect a student's academic growth.

District Policy 3122 – Pre-Arranged Absences

Students whose parents pre-approve their absence for 3 or more days need to fill out a Pre Arranged Absence Form. If the activity is not of educational value and adversely affects the educational progress of the student, the principal may deny approval of a prearranged absence.

The following are the steps for a pre-arranged absence:

1. Bring a note from a parent or guardian.
2. Get a Planned Absence Form from the office.

3. Turn the signed form into the Attendance Office at least 3 days prior to requested absence.
4. Students will make up all work and tests as determined by their teachers. Parents may request homework through Family Access.
5. It is a student's responsibility to check with teachers about work to be made up and when the work is to be turned in.

District Policy 3122 - Make-Up Work:

A student will have the right to make-up work for an excused absence provided arrangements are made with the teacher to do so within a reasonable length of time. A student may be required to make-up work for unexcused absences.

Attendance and Activities:

Any student participating in an after school or evening activity is expected to attend classes on the day of the schedule activity. Attendance for all classes the following day is also expected. For weekend activities, attendance in classes the previous Friday is required. Failure to comply with these attendance regulations may result in a student being declared ineligible and not allowed to participate. Student visitors are not allowed at Frontier Middle School during school hours. If a student who does not attend FMS wants to visit the campus, he/she must check in at the main office.

Excused or Unexcused Absences:

Parents are asked to call the Attendance Office in the morning if their child will not be attending school that day. Excused absences are defined as: *illness, family emergencies, bereavement, professional appointments, participation in authorized school related activities, and opportunities of extraordinary educational value outside of school.*

Extraordinary circumstances causing a student to be absent may be subject to administrative review. To be excused, absences must have a note from the parent/guardian within three days of the absence.

Excessive absences(10 or more) will lead to parent contact, counseling and referral to administration.

Excessive absences (10 or more) will lead to a requirement of a doctor's note to be excused. Absences can also cause a student to fail a class and be referred to the truancy board.

Excused	Unexcused
Sick/Injury/Health	Overslept
Family emergency	Parent running behind
Doctor appointment	Missed the bus
Religious observation	Car trouble/traffic
Suspension	Late night/activity
Bereavement	No parent phone call/Skyward communication
Personal reasons*	Late ride or no ride

School authorized activities	Family vacation
Court/legal appointment	

BECCA Bill:

Please also be aware of the following district-approved excused reasons to be absent or tardy: *Excessive “personal” absences will be subject to review with a counselor or administrator.

Returning From an Absence:

- A note is required upon returning to school following an absence
- Students check in with the Attendance Office with note and get an admit slip
- State-approved absences will be excused within the 72-hour window of the date of absence
- Doctor’s notes may be required for excessive absences due to illness and for 3 days or more
- Unexcused absences are considered truancy and have consequences including disciplinary action
- Absences can also cause a student to fail a class and be referred to the BECCA Bill

BECCA Conferences:

Unexcused absences are subject to a BECCA conference. The BECCA Bill supports the state mandate for students to attend school regularly. For 2 or more unexcused absences, parents may be called in for a conference, at which time attendance and grades will be reviewed to initiate an action plan for attendance and making up assignments.

Homework Requests:

When a student has excused absences for two or more days, requests for assignments may be made by calling 800-8392. We encourage parents to check teacher web pages and family access to gather student’s homework before they make a request from the school. Homework will be provided for students who are suspended out of school.

Early Dismissals:

To be dismissed early from school for an appointment you must bring a note to the attendance office before school, signed by your parent or guardian stating the time and reason and receive an early dismissal pass. Parents must pick up students in the office and sign them out at that time. Parents may be asked to show picture identification. If your student is to leave school with someone other than yourself, that person’s name must be included on the note stating they may pick up your student, and picture ID will be required. Any person not listed as first family pickup on registration forms will require our office to verify the person/s requesting the pick-up of that student is ok. If the first family cannot be reached, we will not release the student.

**Please make sure that it is specified on registration forms who may pick up your student early from school, this includes emergency contact.

Tardiness:

Tardies are enforced based on site-based management. Each building enforces tardies at its own discretion. Frontier’s tardy policy for excused and unexcused reasons follows the same above guidelines for absences. After 4 tardies to school (“morning tardies”), students will be subject to progressive discipline unless a note is on file. Excessive excused tardies interfere with academic readiness. Students who receive multiple excused tardies may be required to attend a meeting with parents and administration. Students are allowed four minutes of passing time between classes. At Frontier, “on time to class” means being in your seat when class begins, so watch the clock! Students not meeting this expectation will be considered tardy and progressive discipline will apply. Students also need to follow each teacher’s expectation for the start of class, which will vary depending on the teacher and the lesson for the day. Should you be writing down the day’s learning target, working on a warm up problem, or silently reading? What should you be doing with your iPad? Listen carefully to your teachers’ directions. *Teachers may also hold students two minutes after class as an immediate consequence for tardies.

Amount of Tardies Per Trimester	Consequences
1-3 tardies	Verbal Warning
4-5 tardies	Lunch Detention assigned
6 or more detentions	After School Detention with Progressive Discipline

FRONTIER SCHOOL-WIDE EXPECTATIONS

We expect every Frontier student to speak and act in ways that are Safe, Responsible, and Respectful at all times—and in all areas of the school. To help you meet these expectations, we have clarified what that looks like in each area of the school.

Location	Safe	Responsible	Respectful
Classroom	Enter the classroom quietly and calmly, keeping your hands and feet to yourself.	Arrive prepared with all materials to work and learn. Actively listen and participate (<i>S.L.A.N.T.</i>). Complete all assignments and submit them on time.	Use appropriate and positive language. Actively listen and participate (<i>S.L.A.N.T.</i>). Seek help and offer help when appropriate. Learn and meet individual classroom expectations.
Hallways	Travel on the right side of the hallway. Walk at a safe and appropriate pace. Keep hands and feet to self.	Use lockers to store backpacks and materials. Use passing times efficiently for traveling to class and bathroom breaks. Quickly and quietly move to your next class. Remember that other classes are in session.	Help maintain quiet halls. Use appropriate language in the hallways. Treat hallway displays and school property with care. Water only in hallways.

Bathroom	Walk directly to and from the restroom, with an acceptable hall pass. Wash your hands thoroughly with soap.	Have a hall pass visible at all times. Keep bathroom visits quick. Return directly back to class. Make good choices. Report any negative behaviors.	Dispose of garbage appropriately. Leave the bathroom as clean - or cleaner - than you found it. Use toilets and sinks appropriately. Respect the privacy of others.
Cafeteria	Enter and walk at an appropriate pace. Keep hands and feet to self. Sit at tables correctly. Never throw food.	Remain seated at all times when eating. Make sure all food and garbage is cleaned up - nothing left on or under tables. Never throw food. Do not take food/drinks out of the cafeteria. (*water only is okay)	Respect the space and property of others. Use positive and appropriate language at all times. Learn and follow all rules and procedures.
Courtyard	Remain in courtyard boundary (red line, pavement). Keep hands and feet to self. Report unsafe behavior immediately.	Keep all garbage and food inside cafeteria. Respect the rights and property of others. Clean up any trash seen on the ground.	Use positive and appropriate language. Respect personal space of others. Enter hallways quietly, remembering that other classes are in session.
Assembly	Stay with assigned teacher and class, unless given permission otherwise. Keep hands and feet to self. Walk calmly - do not run.	Stay seated with grade and class, unless given permission otherwise. Use appropriate voice levels for the type of assembly and speaker. Follow all directions.	Stand and cheer when appropriate, showing school pride during assemblies. Use positive and appropriate language. Listen respectfully to speaker. Applaud appropriately.

POLICIES TO PROMOTE SAFETY**Backpacks:**

All backpacks/purses/satchels need to remain in lockers during the school day. These items are not allowed in classrooms or to be carried throughout the day. Progressive discipline consequences may be assigned for repeat offenses

Masks:

All students will be required to wear masks throughout the school day. Masks must be worn covering their mouth and nose. Masks must follow the guidelines for appropriate wear located on page 29-30.

Social Distancing:

All students are required to maintain safe social distancing of at least 6 feet from peers and adults. Failure to follow social distancing expectations could result in disciplinary actions.

Bus Passes:

Students must bring a note from home; no phone calls will be accepted. Students must bring their note to the office in the morning or at lunches. All notes will be delivered by 1:00 p.m. No changes for student pick will be accepted after 1:00 p.m. unless it is an emergency situation.

Closed Campus:

FMS campus is a closed campus whereby students are not allowed to leave campus at anytime during the school day without parent permission cleared through the Attendance Office. Students must also stay within designated areas. Closed campus means that all visitors and non-students are not allowed on campus without approval through an administrator. Any FMS student who arranges for a non-student to come onto the campus is responsible for that person's behavior and may be subject to disciplinary action if the non-student disrupts the school environment, poses a threat to safety, or engages in criminal activity.

Emergency Closure of School:

On days when the weather is questionable or there is another reason school may be closed, there is no direct notification to students. Students and parents are expected to listen to local radio and television stations for

information about possible closure. If school is closed, there is no staff available in the building and all activities, including athletic practices and concerts, are cancelled. Students should not come to the campus. School phones will not answered on emergency closure days. The district’s transportation director and superintendent decide early in the morning if students can safely reach school in case of ice, snow, or other conditions. When a decision is reached, it is relayed via robo-call, and to the local radio and television stations listed for broadcast. Bethel’s district website will announce the status of school closures. The following explanations of different options will help students and parents understand schedules in the event of closures or delays:

School Closed:

All schools will be closed. All meetings, field trips, after-school activities, etc. will be cancelled for the day unless specific exceptions are mentioned.

School Open, Limited Bus Transportation:

Limited transportation provided. Main roads may be the only ones traveled by buses, which may leave on time, but could run late.

School Open, One (or More) Hours Late:

Buses are delayed and school will begin late but students will be dismissed at the regular time unless otherwise announced.

No Out-of-District Special Education Classes:

No class for Special Education students who travel to other districts for part or all of their instruction.

When there is a widespread emergency in process, these stations will be continually updated:

<i>Every 30 minutes:</i>			
<i>KIRO TV 7</i>	<i>KOMO, 1000 AM</i>	<i>KRPM, 106.1 FM</i>	<i>KCIS, 630 AM</i>
<i>KRPM, 770 AM</i>	<i>KRWM, 106.9</i>	<i>KIXI, 880 AM</i>	<i>SLSY, 92.5 FM</i>
<i>KSER, 90.7 FM</i>	<i>KLAY, 1180 AM</i>	<i>KPLU, 88.5 FM</i>	<i>KMTT, 103.7</i>

<i>Every 15 minutes:</i>	
<i>KIRO, 710 AM</i>	<i>KING, 1090 AM and TV 5</i>
<i>KMPS, 1300 AM and 94.1 FM</i>	<i>KOMO TV 4</i>

**You can also find snow/ice/emergency reports on the Internet at: <http://schoolreport.org>. Please visit the Bethel School District website, www.bethelsd.org, for information about Bethel schools and transportation.

Evacuation Procedures:

Fire drills/building evacuations are conducted once a month, as required by regulation. Emergency lock-down and earthquake drills are practiced two times a year. Exit routes and instructions are posted in each classroom and work area, all staff and students are required to abide by procedures for such drills. Any student who refuses to leave the building, follow instructions or otherwise refuses to cooperate during an evacuation or emergency drill is subject to disciplinary action and will be reported to authorities.

In the event of any type of emergency all students will be held in the rear of the building. The front gates will be closed and parents will need to provide picture ID before their student can be released. Bethel School District and the Red Cross recommends that all students keep an emergency kit in their locker.

Student Discipline:

All behaviors resulting in student discipline will be in accordance with state and district policies. Disciplinary interventions may include: think time, restoration activity, lunch detention, after school detention (Tuesday/Thursday 2:00 pm - 3:00 pm), Friday school (2:00pm-4:00pm students will need to be picked up), In-school suspension and/or out of school suspension.

Searches:

To maintain order and discipline in the school and to protect the safety and welfare of students and school personnel, authorized school authorities may search a student and their effects and may seize any illegal or unauthorized materials discovered in the search. The term "unauthorized" means any item dangerous to the health or safety of students of school personnel, any item considered disruptive to the functions and mission of the school, or any item described as unauthorized in school rules. Failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action. All searches by school employees shall be reasonably related to the objectives of the search and not excessively intrusive.

Bikes, Skateboards, etc.:

Due to the traffic conditions and narrow roads, Frontier has been declared a "non bike-riding school", and students are not allowed to ride bicycles to school (BSD policy 5426). Use of skateboards and rollerblades on school property is prohibited at all times (BSD policy #5427).

School-Sponsored Events:

Students at all school-sponsored events are governed by school district rules and regulations and are subject to the authority of school district employees whether the event takes place on or off the school grounds. Students who have been suspended from school are not to be in attendance at after school or evening events.

Transportation:

If you ride to and from school in a car, please be careful of the traffic around the school at the beginning and end of the day. Watch for other cars, and do not walk out in front of traffic. If you are picked up by someone other than your parent or guardian, that person must be listed on your emergency card, or be accompanied by a note from your parent. Bus service is provided by the Bethel School District for all Frontier students. It is

your responsibility to meet your bus on time. It is a privilege for students to ride the bus. Bus drivers have the authority to discipline students for misconduct related to school district rules. A student who is cited for misconduct is given a form to take home, have a parent sign, and return to the bus driver. Misconduct may result in suspension of bus riding privileges. The Bethel School Transportation department will answer questions about bus routes, time schedules, or bus discipline. Please call transportation directly if you have any questions or concerns. (BSD policy #6400) Frontier's buses have video cameras installed in them. Transportation Department staff members screen the videotapes for infractions. If you do not follow the Bus Riding Safety and Conduct Procedures, you can lose your bus riding privileges.

Please Follow These Bus Riding Safety and Conduct Procedures:

1. While loading, unloading or being transported, the student is under the jurisdiction of the driver whose reasonable direction must be obeyed promptly and willingly.
2. The student shall ride a regularly assigned bus unless specifically authorized to ride another by the building principal, supervisor of transportation or designee.
3. Students shall not use vulgar or obscene language or gestures while being transported on a school bus or while waiting at bus stops and loading zones.
4. With the exception of ordinary conversation, students shall observe regular standards of classroom conduct while on a school bus.
5. Students shall not be permitted to leave the bus other than at their regular stop without the written authorization of the building principal or an administrator of transportation.
6. Each student may be assigned a seat by the driver in which he/she shall be seated at all times unless authorized to change seats by the bus driver or supervisor of transportation.
7. Eating on the bus is not permitted.
8. Balloons, skateboards and other objects that interfere with the safety of students and driver are not permitted.
9. Students shall not throw refuse on the floor or from the school bus windows.
10. Students shall not have or use tobacco products, drugs, alcohol, paraphernalia, matches, lighters or any other flammable or sparking device on the school bus.
11. Students shall not open a bus window without authorization of the driver and at no time shall any student extend any part of his/her body (hands, feet, head, etc.) outside the school bus, whether the bus is in motion or stopped.
12. Students shall not carry on a bus any object that may constitute a danger to another student (sticks, breakable containers, firearms, straps, pens extending from clothing, chemicals, explosives, and skate boards).
13. Students may take only those music instruments that can be secured on the student's lap or between their legs and that won't disrupt the loading and unloading of students, i.e., Ulute, clarinet, trumpet, violin, trombone, and alto saxophone are allowed; drums, tenor saxophone, cello, bass viola, baritone horn, and French horn are not allowed.
14. Animals, insects, reptiles, fish, or fowl are not permitted on the bus with the exception of medical alert dogs.

15. Bus aisles shall be kept clear of all books, personal effects and belongings of students, except as authorized by the driver, building principal or supervisor of transportation.
16. Students shall not distract the driver by talking to him/her unnecessarily or obstruct his/her view in any direction.
17. Students shall remain seated while the bus is in motion and are not to get on or off the bus until the bus has come to a full stop.
18. Students shall board the bus in an orderly manner and remain within the bus driver's view at all times.
19. Students shall cross the highway in front of the bus only after verifying it is safe to do so and after obtaining the consent of the driver.
20. Students shall leave home in time to arrive at the bus stop five (5) minutes prior to the bus departure time.
21. At the bus stop, students shall remain out of roadways and avoid pushing, shoving and damaging private property surrounding the bus stop. In general, they shall remain orderly and disciplined while awaiting the arrival of the bus.
22. Students who must walk along a highway to and from a bus-loading zone must walk where practicable on the left-hand side of the road facing oncoming traffic. This also applies to students leaving the bus-loading zone in the evening.
23. In event of an emergency, students shall follow emergency procedures as established by emergency exit drills.
24. Parents and/or guardians of students who damage school buses shall be responsible for proper restoration or reimbursement to the school district.
25. Students shall go directly to and from school bus-loading zones and not loiter or run errands between the stop and home.
26. Unlawful discharge of a laser in the first degree is a class C felony.

Visitors and Pets:

Visitors are not allowed during the school day, including lunches and before and after school, unless approved through the main office. Visitors must sign in at the main office and wear an identification badge while in the building. Pets are not allowed at school.

POLICIES TO PROMOTE RESPONSIBILITY**Buying/Selling Items at School:**

Do not bring items to sell at school. This includes food, drinks, candy, toys, and other personal items. The selling or purchasing of items by students at school is strictly forbidden and may result in disciplinary action. Anything bought/sold at school must be part of a school sponsored activity or fundraiser.

Cafeteria and Food:

Students may have food and beverage items in the Cafeteria only. Otherwise, food and beverages (other than water) are not allowed in non-eating areas including hallways, classrooms, and parking lots. The only exceptions are special circumstances arranged through the principal. No fast food will be allowed, unless prearranged for special occasions through administration. Students are restricted to the cafeteria and courtyard only during lunchtimes. All garbage must be cleaned up from under and on top of tables. **Students are not allowed to share food or drinks. Sharing of food will result in disciplinary action.**

Cheating:

Cheating is by definition is an action done by a student to supply work for another student, or turn in work, use work, or rely on work that is not his/her own (other than in an assigned group work situation). The judgment of the teacher or staff member who discovers cheating is final. In the first instance of cheating, the student must re-do the work or an equivalent assignment for a chance to demonstrate understanding, and he/she will be assigned disciplinary consequences. Subsequent cheating will result in progressive disciplinary action.

Reward Activities and Fines:

If you have fines (including lunch fines), are failing classes, have an unexcused absence the day of the event, or fail to participate in Student Led Conferences, may not be allowed to participate in reward-like activities (i.e. dances, field day, awards assembly, field trips, assemblies, excused pre-arranged absences, release of purchased yearbook to students, etc.). You may be required to satisfy your academic or financial obligations, before you can participate.

Grading:

Grades in each class are recorded as letter grades A, B, C, I. Grades in each class are determined by the teacher according to his/her course expectations. Teachers may include attendance as part of the participation grade in a class. If you have questions about a grading policy or individual class or assignment grade, please contact the teacher directly.

Hall Passes:

When leaving class for the bathroom or to get materials from your locker, you will need to do three things:

1. Get your teacher's permission to leave class.
2. Wear that teacher's lanyard-style hall pass.
3. Sign out using QR code.

**The purpose for these requirements is to monitor abuse of bathroom and locker trips out of class and for school staff to easily identify which students have permission to be in the halls during class time. If a teacher sees that you are asking to leave classes frequently he/she may deny your request and/or contact your parents or school administration.

School Supplies:

- Earbuds
- Binder- 2 inches or bigger

- College ruled notebook paper
- #2 pencils
- Pens (blue or black for writing and one red for correcting/editing)
- 4 composition books
- Pencil pouch
- Highlighters- assorted colors
- Colored pencils

Social Media:

Social Media is a valuable tool for communication when used responsibly and with careful consideration of how certain media and messages affect the social, mental and emotional rights of others. Any student who shares messages and/or video recordings of students or staff without their permission, may be considered Bullying/Intimidation/Harassment or a safety concern for individuals may be addressed by Law Enforcement and school administration and result in disciplinary action.

Student Use of School Phones:

A phone in the small room in the front office is available for student use with adult permission. You must have a pass to be at the phone during class time and check in with the office. Office telephones are for communication with parents/guardians only and are not to be used for social reasons. If you feel sick, request a pass to go to the health room and the health clerk will help you. Cell phones are not allowed to be used during academic hours and must be put away at all times. Students who need to contact their parents should use the school phone or a classroom phone if they have received teacher permission.

Use or Possession of Tobacco:

It is against State Law and School District policy to be in possession or use any tobacco product (including electronic cigarettes and e-cig "juice") on school district property or at any school sponsored activity, by students or parents. School discipline will be imposed for violation of the tobacco policy.

Theft:

If you have something stolen, report it to the campus safety officer immediately. Do not leave valuable items or money in your lockers. Students are urged to leave extra money and valuables at home. Frontier will not assume responsibility for money or valuables. It is recommended to pay for ASB cards, yearbooks and lunch tickets with a check or online.

POLICIES TO PROMOTE RESPECT**Electronic Devices:**

All electronic devices (iPods, cell phones, mp3 players, etc.) volume/vibration must be turned off and put away during academic hours. The school is not responsible for student cell phones that are lost or stolen.

Headphones are to be put away in the hallways and classroom use is restricted, unless specifically permitted by the classroom teacher. Students will be required to turn in their cell phones to the office if they are using them during academic hours. Additionally, disciplinary action and a cell phone plan will be implemented for repeat offenders.

Public Display of Affection:

Frontier maintains a standard of decorum and respectability appropriate at a worksite. Inappropriate liberties will not be tolerated even if they are meant as a joke. Hugging, inappropriate touching, touching of swimsuit areas, bra snapping, kissing, hand holding, fondling, body rubbing, sexual overtones, etc. are all unacceptable behaviors and will be subject to discipline.

Dress Code:

We expect students to follow all dress code expectations, as it was put together in an effort to prepare students for professional work environments. We expect students to dress appropriately each day. Clothing and accessories that interfere or disrupt the learning and safety of the student and others will be addressed. Dress code authority is governed by the administration. The school administration is the final judge to determine clothing appropriateness should an item be questioned. If it is determined that a student is not dressed appropriately for school, they will be given the opportunity to cover the clothing (i.e., wear a sweatshirt over an inappropriate top), to change their clothing, to have a parent bring a change of clothing to school, or to have a parent take them home for the rest of the school day. This is not a complete list, as every year fads and trends change and develop that we cannot always anticipate, so the decisions of the school administration will be Final in matters of dress code and student appearance. The following expectations set some specifics on what is permissible during school hours and school sponsored events. If you are unsure if something is acceptable please check the guidelines below or check with FMS administration prior to wearing questionable attire to school.

CLOTHING & ATTIRE	REGULATIONS
Pants, Jeans	Jeans, pants, slacks, and sweatpants are acceptable and must be worn at the hips with no undergarments showing. Pajama bottoms/bed clothes are NOT to be worn at school. When arms are fully extended, shredded pants may not have shreds or holes that are above the finger-tip length and are showing skin. Students may wear spandex under shredded pants, but may not use paper towels, paper, etc. to cover these holes).
Shorts, Skirts, Skorts	Bottoms must be worn at the hips. When arms are fully extended, the garment hem, must be below the fingertips.
Shirts	SHIRTS MUST COVER ALL UNDERGARMENTS, THE SHOULDERS, AND THE STOMACH. Spaghetti straps and sheer or lace fabrics are not permitted. Tank tops or sleeveless shirts

	must cover the shoulders. Gaps or arm holes may not bare the side of the body.
Shoes, Footwear	Footwear must be designed for public use. It must have hard soles. Bedroom slippers, shoes with wheels and light-up shoes are NOT permitted.
Hats, Headwear, Sunglasses	These items are to remain in lockers throughout the entire day and are NOT TO BE WORN in the building or during the school day on any part of the body.
Bandanas	NO bandanas are to be worn on any part of the body. Bandanas are considered gang paraphernalia. School discipline will apply. (Policy 3241.3)
Markings, Insignias, Symbols, Logos	Sagging, display of gang colors, or other clothing which may imply gang membership or affiliation is NOT permitted. No marking, logos, insignia, symbols, or jewelry may be obscene, offensive, suggestive, or advocate disruptive or illegal activity, drugs, tobacco, or alcohol.
Backpacks, Purses, Bags	Backpacks/bags/purses are to remain in lockers throughout the entire day and are NOT TO BE BROUGHT OR WORN in the building or during the school day.
Belts, Jewelry	Jewelry and accessories need to be minimal to eliminate disruptions and for safety reasons. Any attire with any type of spikes, studs, metal or chains of any length can be dangerous and are not allowed. If a student is asked to remove an item, compliance is required.
Make-up, Markings	Face painting, gothic make-up, and/or writing on the face or body is not permitted.
Masks	Mask must be worn to cover the mouth and nose. Design on mask must be school appropriate, no marking, logos, insignia, symbols may be obscene, offensive, suggestive, or advocate disruptive or illegal activity, drugs, tobacco, or alcohol.

STUDENT DISCIPLINE

FMS Student Discipline Philosophy:

Frontier Middle School’s philosophy on discipline is that supporting positive behavior is a collaborative effort involving students, teachers, staff, parents, and administration. School staff will focus on modeling, instructing, reinforcing and rewarding positive social behaviors in order to ensure all students’ social success. Students will be given the opportunity to identify and adjust negative social behaviors that interfere with their learning or other student’s learning through a progressive system of consequences. Students are responsible for their own behavior and actions at school and are held accountable for the rules and expectations as set forth in this handbook and the Student Rights and Responsibilities pamphlet. All rules are subject to change at administrator discretion due to the needs of the building. Attempts to notify parents will be made to explain changes. School administrators will make the final decision regarding discipline for any areas not clearly defined in this handbook. Violations of school rules and expectations, at school, at school-sponsored activities, or in areas under school jurisdiction will generally be dealt with as follows:

Level 1: Minor Misconduct:

“Minor” behavioral concerns will be identified and addressed by teachers and staff and documented by completing a “Minor Referral.” The behavior will be addressed verbally and students will be redirected with lower level interventions and consequences such as verbal reminders, classroom interventions, and lunch detentions. Repeated Level 1 behaviors will result in progressive discipline.

Level 1 Minor Misconduct	Definition
Backpack Violation	Student is wearing full-size backpack in hallway or classroom.
Defiance / Disrespect / Non-compliance	Student engages in brief or low-intensity failure to respond to adult requests.
Disruption	Student engages in low-intensity, but inappropriate disruption.
Dress Code Violation	Student wears clothing that is near, but not within, the dress code guidelines defined by the school / district.
Food or Drink Violation	Student has food or beverages in hallway, classroom, courtyard, etc. without permission.
Hat / Headgear Violation	Student is wearing a hat or other head covering without permission.
Inappropriate Language	Student engages in low-intensity incident of inappropriate language.
iPad misconduct	Student forgets to bring or charge ipad, student inappropriately connects to projector, student uses iPad for purposes other than directed.
Lunchroom Misconduct	Student leaves garbage / mess on or under the table; throws food; out of seat
Physical Contact/Physical Aggression	Student engages in non-serious, but inappropriate physical contact. Including horseplay, tag etc.
Property Misuse	Student engages in low-intensity misuse of property.
Tardy	Student arrives at class after the bell (or signal that class has started).
Technology or Electronic Devices Violation	Student engages in a non-serious but inappropriate (as defined by school) phone, pager, music/video players, camera, and/or computer.
Unprepared for Class	Student does not have appropriate materials for class.
Other	Student engages in any other minor problem behaviors that do not fall within the listed categories.

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Level 2: Major Misconduct

"Major" behavioral concerns will be identified and addressed by teachers and staff and documented by completing a "Major Misconduct Referral". School administration and campus safety will review referrals and assign appropriate consequences.

Abusive Language/ Inappropriate Language/ Profanity	Student delivers verbal messages that include swearing, name calling or use of words in an inappropriate way.
Defiance/Disrespect/ Insubordination/Non- Compliance	Student engages in refusal to follow directions, talks back and/or delivers socially rude interactions.
Substantial Disruption	Student engages in behavior causing an interruption in a class or activity. Disruption includes sustained loud talking, yelling, or screaming; noise with materials; horseplay or roughhousing; and/or sustained out of seat behavior.
Dress Code Violation	Student wears clothing that does not fit within the dress code guidelines practiced by the school / district.
Fighting	Student is involved in mutual participation in an incident involving physical violence.
Forgery/Theft	Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name without that person's permission.
Gang Affiliation Display	Student uses gesture, dress, and/or speech to display affiliation with a gang.
Harassment/ Bullying	Student delivers disrespectful messages* (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes. <i>*Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities, or other personal matters. *See also expanded definitions of harassment and bullying below.</i>
Horseplay	Student engages in minor physical contact (tag, hitting games, pushing, shoving,

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	etc.).
Inappropriate Display of Affection	Student engages in inappropriate, consensual (as defined by school) verbal and/or physical gestures / contact, of a sexual nature to another student / adult.
Inappropriate Location/Out of Bounds Area	Student is in an area that is outside of school boundaries (as defined by school).
Physical Aggression	Student engages in actions involving serious physical contact where injury may occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).
Property Damage/ Vandalism	Student participates in an activity that results in destruction or disfigurement of property.
Skip class	Student leaves or misses class without permission.
Technology Violation	Student engages in inappropriate use of a cell phone, pager, music / video players, camera, and/or computer.
Threats	Student engages in threats (verbally, through social media, gestures, etc.).

Progressive Consequences for Level 2 Major Misconduct Referrals:

Consequences for Major Behavior referrals may include the following: parent contact or conference, lunch detention(s), after school detention, one or several class periods of in school detention, in school detention for class period or partial day, school service, behavior plans, behavior assessment to determine possible services, school staffing, loss of privileges, School Resource Officer involvement, or out of school suspension. *Administration may adjust the sequence of consequences based on individual student needs and input from teachers, grade level teams, parents, etc. For example, a student may lose privileges such as a dance, field day, assembly, etc. instead of, or in addition to, one of the above consequences.

Out of School Suspension:

Students assigned Out of School Suspension will not be allowed to attend school or any school related activities for the day(s) they are suspended.

School Service:

Students assigned to "School Service" will be required to help clean the school, remove gum from desks and tables, etc. School Service may be assigned in conjunction with In School Suspension, as noted in the above chart, or may be assigned as a separate consequence.

"Progressive Discipline" Defined:

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Repeated/Cumulative violation of school policies, rules, and/or regulations increases the seriousness of the violation. Disciplinary action on repeated offenses will be progressive in nature. Progressive discipline describes procedures followed when a student has repeated offenses at school. Progressive discipline also means that a student who has committed an offense in one category may be disciplined at the second step if an offense is committed in another category.

Level 3: Exceptional Misconduct

In cases such as, but not restricted to, possession or use of *alcohol, drugs, or tobacco, weapons, explosive devices, computer tampering, false alarms, burglary, assault, arson, harassment, bomb threats, organized criminal behavior such as cheating or theft ring, possession or sale of drugs or alcohol, major vandalism, gang-related activities*, threats of destruction, extortion, threats to or intimidation of staff, stealing, and other violations*, behaviors will be labeled as exceptional misconduct and students will move through progressive discipline steps more quickly and severely, according to the chart below, and in some cases may move directly to long term suspension/expulsion, depending on the severity of the behavior. Most Level 3 incidents will result in SRO (School Resource Officer) involvement.

Exceptional Misconduct #1	Short Term Suspension (1 - 9 days)
Exceptional Misconduct #2	Short Term Suspension (1 - 9 days)
Exceptional Misconduct #3	Long Term Suspension / Expulsion

Bethel School District #403 Definitions and Administrative Procedural Explanations:

The following activities include behaviors deemed inappropriate for a school setting. Student participating in any of these behaviors in the times and locations listed below will be subject to disciplinary actions.

1. At all times on any school district property.
2. On district-owned and operated or chartered vehicles.
3. During any school-sponsored activity whether held on Bethel School District property or elsewhere.
4. Away from school grounds if the activity would directly affect the good order, efficiency, management and/or welfare of the school's staff or student.

(Those asterisked [*] have been identified as exceptional misconduct offenses.)

1. **arson*** Intentionally setting or causing a fire for the purpose of damaging property or hurting someone.
2. **assault*** The use of physical force (hitting or striking someone with the intent to hurt them), or threatening the use of physical force against another person. The following are factors to be considered in determining the appropriate sanction for offenders: NOTE: Simple assault may be considered as disruptive behavior

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and/or fighting. A simple assault is usually an action where there is no weapon, injury, or extreme physical force used.

3. **burglary*** Unauthorized entry into or staying in a building with the intent to commit a crime.
4. **closed campus*** The requirement that all students remain on the school grounds from the time of arrival until officially excused out of areas identified as off limits to students (See Policy 3242).
5. **computer or publication abuse:** Failure to follow computer use and publication policies.
6. **criminal act*** The commission of any act defined as a crime by law, i.e., bomb threat, arson, false alarm, etc.
7. **defamation:** Students may not make accusations that they know to be untrue or make false and damaging statements or misrepresentations about others.
8. **disobedience / insubordination*** Students must obey the instructions of district personnel.
9. **disruptive conduct*** Any student action that interferes with or is detrimental to the orderly operation of a school, a school-sponsored activity or any other aspect of the educational process within the school district is prohibited. Any student action that threatens the safety of the school and/or the safety of staff members and/or students is prohibited. Engaging in behavior that a reasonable person would know to be dangerous and/or disruptive to the educational process is prohibited.
10. **encouraging others to fight*** Promoting fighting or in any way encouraging others to fight.
11. **extortion, blackmail, or coercion*** Attempting to obtain money, property, or favor by violence or threat of violence performed against persons or forcing another to perform any act against his / her will by force or threat of force.
12. **explosive devices*** The possession of any exploding item or device that would be capable of producing bodily harm or damage to property. *NOTE: Possession or use of firecrackers, ammunition and other explosive material, such as dynamite, are strictly prohibited.*
13. **failure to serve / complete detention or alternative:** Failure to serve detention or alternative without valid excuse or violation of rules when serving.
14. **false alarms*** Activating a school alarm for other than the intended purpose of the alarm is prohibited and a report will be filed with law enforcement.
15. **fighting without major violence*** mutual participation involving physical violence; does not result in broken bones, cuts requiring stitches, stab or bullet wounds, concussions, etc.
16. **firearms*** Firearms as defined in RCW 9.41.010 are prohibited on school property or at school-sponsored events.
17. **forgery / cheating*** Students may not fraudulently use the name or identification of another or of the school. Students may not alter school records, documents, files or any other documents for their own purposes or with malicious intent. The intentional deception in the preparation or completion of any school assignment, examination or project or in the conduct of any school-related activity is prohibited. The aiding or encouraging of such behavior by others is also prohibited.
18. **gang activity*** Students shall not participate in activities, acts, behaviors or display a manner, grooming, dress or apparel which:
 - Leads school officials to reasonably believe that such behaviors are gang related.
 - Presents a risk of substantial disruption of the educational environment.
 - Creates a substantial risk of physical injury to the student, staff or others.

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- Creates an atmosphere in which the wellbeing of others is adversely affected.
 - Creates a climate of conflict and/or intimidation.
 - Implies gang membership or affiliation through writing, gestures, emblems or symbols, or sagging.
19. **harassment / bullying / intimidation*** Harassment means words or actions that hurt or humiliate others. Harassment creates an environment that makes learning difficult and is not permitted at school. Harassment and discrimination based on race (Policy #5021 and #5013), religion, age, gender (Policy #3206), marital status, national origin or disability are legally prohibited. Harassment or bullying of ANY individual or group is not permitted. Bullying is intentionally using words or actions to intimidate, hurt, or humiliate others.
20. **hazing*** All hazing, unauthorized initiations, or acts of initiation are forbidden.
21. **illicit drugs:** Possession, use, transmission of illegal drugs or prescription drugs without proper permission.
22. **inappropriate dress and appearance:** Dress and appearance must not present health or safety problems or cause disruption (See Policy #3224) and indecent dress or appearance is prohibited.
23. **knife or dagger:** No knives are allowed on campus at any time. This includes blades longer than 3" OR opens automatically by gravity or centrifugal force. Any "dirk" or "dagger."
24. **malicious mischief (vandalism)*** the act of causing physical damage to school property or property belonging to someone else.
25. **narcotics, alcoholic beverages or drugs*** A student shall not knowingly possess, use, transmit, be under the influence of, or show evidence of having used any narcotic drug, hallucinogenic drug, controlled substance, amphetamine, barbiturate, marijuana, alcoholic beverage (or intoxicant of any kind) or any substance purported to be such. Use of a drug authorized by a medical prescription from a registered physician shall not be considered a violation of this rule.
26. **nonattendance / unexcused absences:** Daily and punctual attendance of all who are enrolled in the Bethel School District is required in accordance with state law and school board policy. Students must attend regularly scheduled classes unless officially excused.
27. **refusal to identify self*** All persons must, upon request, identify themselves to proper school authorities in the school building, on school grounds, or at school-sponsored events.
28. **repeated / cumulative violations:** The repeated violation of school policies, rules, and/or regulations increases the seriousness of the violation; therefore, a disciplinary action on repeated offenses will be more severe.
29. **robbery*** Stealing from an individual by force or threat of force.
30. **tardiness:** All students are expected to attend classes and other school activities on time.
31. **theft (larceny)*** Taking anything that belongs to someone else without the permission of the owner.
32. **tobacco use or possession*** Students are not permitted to possess, sell, smoke, or use tobacco on school grounds, in school buildings, or at school-sponsored events. This includes electronic cigarettes and/or e-cig "juice."
33. **trespass*** Being present in an unauthorized place or refusing to leave when ordered to do so. Students visiting at other than their assigned schools must obtain permission from the building principal or designee.
34. **threats of destruction*** Threatening to bomb or damage a school building or facility is a crime and will result in a school discipline and a police referral.

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35. **violence with major injury:** assault, fighting, etc. where professional medical treatment is required; stab or bullet wounds, concussions, fractured or broken bones, cuts requiring stitches.

36. **violence without major injury:** Can include assault, malicious harassment; does not result in major injury.

37. **vulgar or lewd conduct:** Acts of a sexually explicit nature; lewd, vulgar, indecent, or obscene act or expression.

38. **weapons*** Possession or use of weapons or items that purport to be weapons as defined in Policy 3249 or items apparently capable, under the circumstances, of producing bodily harm are prohibited such as knives, box cutters, sharpened objects, etc.

Gang Related Clothing:

Any clothing, grooming, or behavior that symbolizes, represents, or exhibits gang-related activity hatred toward another person or group is not permitted. The use of hand signals, graffiti or the presence of any apparel, jewelry, accessories or manner of grooming which by virtue of its color, arrangement, altered symbol and/or other attribute, which may indicate membership or affiliation with a gang. Hand signals or other behavior, which may be accompanied by these indicators, which present a clear and present danger to students, staff and patrons are prohibited and appropriate disciplinary action will be taken.

Failure to Comply:

Failure to comply is insubordination and unacceptable. It is extremely disrespectful, irresponsible, and can be dangerous to the administering of day to day operations in the school. Students are expected to comply with adult requests. Adults include every person authorized by BSD to work/volunteer in the school. Students who fail to comply with adult requests will be assigned disciplinary consequences.

Conspiracy / Promoting/Interfering with Investigations:

Conspiracy / promoting / interfering with an investigation is subject to disciplinary action. Examples of conspiracy are encouraging someone to break the rules, telling other students that Student A wants to beat him/her up, covering up for someone who has broken the rules, withholding information when asked, knowing a fight (or other illegal behavior) is being planned and not reporting it, or watching a fight and not walking away. Interfering with an investigation means knowingly withholding information when questioned by school staff.

Profanity/Inappropriate Language:

Profanity is not acceptable at Frontier and will be addressed when heard. Students may be given a reminder, a warning, or immediate disciplinary action, depending on the context of the profanity. In all cases, racist, insulting, inflammatory, and derogatory language is also not tolerated. Students who use such language will be subject to discipline.

"No Fighting" Policy: STOP.....WALK.....and..... TALK!!!!

Fighting is defined as any confrontation, touching, slapping, fisticuffs, or any physical contact done to intimidate, subdue, or injure another person. Also, any horseplay, mock fighting, witnessing or instigation of

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fighting may result in suspension. "Stepping Up" or verbal confrontation is considered as fighting-like behavior thus also subject to discipline.

Retaliation is unacceptable. At FMS, adults are always close by. You are to walk away and find an adult to help you solve the problem. There is zero tolerance for fighting even if you are not the first person to throw a punch. Arguing or hitting back is disciplined at the same level as instigating or promoting fighting.

Harassment, Intimidation, Bullying:

Bullying is defined as "intentionally and repeatedly using words or actions toward someone you hold real or perceived power over, with the intent to intimidate, hurt, or humiliate." School officials will seek to mediate and resolve conflicts between students, will determine if actions are examples of bullying, will apply actions steps, guidelines, and consequences for students, and will contact parents when necessary. If mediation and resolution efforts fail, the school may require students to sign a No Contact Order (See Policy 3207).

The district is committed to a safe and civil educational environment for all students, employees, volunteers and patrons, free from harassment, intimidation or bullying. Harassment consists of verbal or physical conduct relating to a person's actual or perceived national origin, disability, race, sexual orientation, or religion, which has the purpose or effect of creating an intimidating, hostile or offensive academic, residential or otherwise adversely affects a person's academic or work opportunities. Harassment may include: name calling, gestures, bullying, mimicking, mocking, derogatory jokes, remarks, or rumors, unwelcome touching of a person or clothing, offensive or graphic posters, book covers, notes or cartoons, graffiti, display or circulation of written materials or pictures, or any other malicious or insensitive conduct of a severe or pervasive nature directed at the characteristics of a person's national origin, customs, culture, disability, race, sexual orientation, or religion (see WAC 48-120-100 Section (19) malicious harassment).

Conspiracy Clause:

Students who conspire with others to break school rules may be assigned the same consequences as the offender. This includes, but is not limited to instigating a fight, cheating, harassment, bullying, etc.

Harassment, Intimidation, and Bullying (HIB)

Every Student at FMS Needs to Know...

Frontier Middle School is a bully-free zone. Harassment, Intimidation, and Bullying are not tolerated and such actions are subject to disciplinary actions.

HIB Definition:

Harassment, Intimidation, or Bullying is a persistent, unwanted, harmful, repeated, intentional effort, or a single severe incident, that can be electronic, written, verbal, or physical and relates to race, religion, ethnic origin, gender, and other things.

Harassment, Intimidation, and Bullying can...

- Physically harm a student or damage their property.

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- Seriously interfere with a student's education.
- Create an unsafe learning environment.
- Substantially disrupt the order of the school.
- Adversely affect the student being bullied.

Types of Bullying:

- **Physical** - hurting someone's body
- **Verbal** - hurting someone's feelings
- **Social/Emotional** - hurting someone's feelings in a socially aggressive way
- **Cyber** - hurting someone else through email, instant messaging, social media, chat rooms, websites, texting, or other electronic forms.

What can you do?

1. **Self advocate.** Stand up for yourself! It's the first step in stopping harassment. If someone is treating you in a way you don't like, **TELL THEM!**
2. **Get Help.** If you have told the person(s) who are bothering you to leave you alone and they won't stop, tell an adult, or come to the office and get our help! Ignoring the people who harass you won't make them stop. Complete and turn in a student concern form **as soon as possible** with details about what happened so adults in the office may respond.
3. **Be aware that YOUR OWN ACTIONS can hurt people's feelings.** You may be bothering someone and you don't even know it!
4. **Take a stand** against harassment and bullying, even when it's not aimed at you. If you see it, speak up! Help keep FMS a safe place where learning can occur.
5. **When in doubt... Stop! Walk! And Talk!**

PHYSICAL AGGRESSION

Shoving
Hitting
Pushing

Stealing
Kicking
Defacing Property

Physical acts that are humiliating but not bodily harmful (de-panting, tapping with pencil, etc.)

Physical violence against family or friends
Threatening with a weapon
Inflicting bodily harm

SOCIAL ALIENATION

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Gossiping
Dirty looks/
stares
Embarrassing
others

Setting up to look foolish
Spreading
Publicly humiliating

Ethnic slurs
Setting up to take the blame
Excluding from group
Cyberbullying

Social rejection
Threatening with social
isolation by peer group
Texting rumors and/or hate
messages

VERBAL AGGRESSION

Taunting
Mocking

Teasing on clothing or
possessions
Teasing about appearance

Name calling Intimidating
phone calls

Verbal threats of aggression
against property or of inflicting
bodily harm

INTIMIDATION

Threatening to
reveal personal
information
Graffiti

Defacing property or clothing
Taking possessions

Playing a trick Extortion
Publicly challenging to do
something

Threats of coercion against
family or friends
Coercion
Threatening with a weapon

RACIAL AND ETHNIC HARASSMENT

Joke telling with
racial or ethnic
targets
Exclusion (ethnic,
cultural group)

Racial or ethnic slurs
Verbal accusations, putdowns

Public humiliation
Destroying or defacing
property due to ethnic or
cultural group

Physical or verbal attacks due
to group membership

SEXUAL HARASSMENT

Sexual or "dirty"
jokes,
conversations
that are too
personal,
howling, cat calls,
whistles

Leers and stares Wedgies
Repeatedly asking someone
out when he/she is not
interested

Spreading sexual rumors
Pressure for sexual activity
De-pantsing
Hitting/ Slapping in private
areas

Cornering, blocking, standing
too close, following
Sexual assault and attempted
sexual assault
Rape
Indecent exposure

BULLYING

Malicious gossip

Texting Malicious Gossip

Cyberbullying

See bullying definition for more
detail

CAMPUS SAFETY

Frontier Middle School Student Handbook

The Campus Safety Officer's responsibility is to ensure that students are acting in a safe, responsible, and respectful manner while on our campus. These duties include lockers, lost and found, supervision of students during school hours, and investigation of incidents including interviewing students. In order to keep this environment safe it is critical that all students are honest and cooperative during the investigative process. Disciplinary action will be taken against all students who interfere with an investigation by being dishonest or uncooperative.

*To report information you have about unsafe activity in our building you can call the campus safety line at 800-8374/800-8350

School administrators will make the final decision regarding situations not clearly defined in the handbook.

Students are responsible for their own behavior and actions at school and are held accountable for the rules and expectations stated in this handbook and in the *Student Rights and Responsibilities* available on the Frontier Middle School and Bethel School District websites. All rules are subject to change at administrator discretion due to the needs of the students and building. Attempts to notify parents will be made to explain changes to school rules via school website, emails, and the school newsletter.

Bethel School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

Title IX Coordinator Director of Athletics and Security: 253.800.6055, [Email](#)

Section 504/ADA Coordinator Executive Director of Special Education: 253.800.6920, [Email](#)

Civil Rights Compliance Coordinator Director of Equity and Achievement: 253.800.6035, [Email](#)

All individuals may be reached at this address: 516 176th Street East, Spanaway, WA 98387.