

Rosemount Middle School

Student Handbook

2019-20

Dear Parent(s),

This student/parent informational handbook has been published for you and your family's convenience. We hope that this booklet will help you become more familiar with our school and its procedures. We recommend that you take special notice of the final section of the handbook entitled "Helping your Child Succeed in Middle School." We feel strongly about these concepts and hope we can work together in helping your child grow and develop in a learning environment that is positive and fulfilling.

The program at Rosemount Middle School is designed to promote the intellectual, social and emotional growth of young adolescents. Each student is encouraged to take advantage of the wide variety of curricular and co-curricular opportunities available. The staff is committed to helping every student develop his or her talents and explore new areas of interest. This is an exciting time in a young person's life and the staff at Rosemount Middle School is excited about the opportunity we have in helping our students reach their full potential.

We will be communicating with you throughout the year, and, at the same time, we encourage parental input and involvement. Parents are always welcome at Rosemount Middle School. We invite you to call, email, or drop by school anytime. Please let us know if you have questions or if we can be of service to you. You can reach staff and administration at (651) 423-7570.

Best Wishes,
Rosemount Middle School
Staff and Administration

Daily Schedule

Period 1.....8:03 am - 9:01 am
Period 2.....9:05 am - 9:58 am
Period 3.....10:02 am - 10:55 am

	10:55 am-11:20 am	11:20 am-11:45 am	11:45 am-12:10 pm
6th Grade	Irish Time	Lunch	Advisor/Advisee
7th Grade	Advisor/Advisee	Irish Time	Lunch
8th Grade	Lunch	Advisor/Advisee	Irish Time

Period 4.....12:14 pm - 1:07 pm
Period 5.....1:11 pm - 2:04 pm
Period 6.....2:08 pm - 3:03 pm

RMS BELIEFS

Belief in Positive, Healthy Relationships

We believe strong, positive relationships are at the foundation of student successes. Positive relationships require trust, empathetic listening and the desire to understand.

Belief in the Safe Learning Environment

We believe the safety of students is our top priority and I am committed to ensuring this. It is essential that Rosemount Middle School students feel safe to learn at high levels.

Belief in the Power of Purpose

We believe that all students will find purpose of learning and the sense of connection at Rosemount Middle School. We believe our school community expects and deserves this. We believe every student can learn at high levels, and it is our charge, as professional educators, to achieve this. We believe that the Rosemount Middle School staff all serve a great purpose, and that purpose brings great responsibility with extreme fulfillment.

Belief in Positive Intent

We believe that parents, students and staff members intend to do their best each and every day.

Belief in High Expectations

We believe students achieve when we create a school environment of high expectations and climate that is collaborative and warm. It is our moral imperative is to support all students in reaching academic greatness.

Belief in Growth Mindset

We believe we are all learners and will continue to learn as new we experience new challenges. We believe that effort and growth in the learning journey needs to be recognized and celebrated.

"We don't really learn anything from experience. We only learn from reflecting on our experience."

John Dewey

OLEWEUS BULLYING PREVENTION PROGRAM

THE IRISH WAY - OLWEUS SCHOOL CLIMATE AND BULLYING PREVENTION PROGRAM

This program has been developed by Dr. Dan Olweus, one of the world's pioneering researchers on the psychology of aggressive behaviors by children. The Olweus Bullying Prevention Program is used at Rosemount Middle to foster the following goals as measures for individual student safety and large-scale student body climate and culture:

- Identifies student behaviors and roles in peer bullying scenarios: The bully, the follower, the support, the passive supporter, the disengaged onlooker, the silent-but-empathetic onlooker, and defenders/supporters of targeted students
- Educates students on the impact of mean-spirited social and physical behaviors
- Educates staff on the personal power dynamics between a bully and a targeted victim
- Educates staff on recognition of subtle behaviors that are precursors to deliberate Bullying
- Distinguishes between different student-to-student behaviors (what is bullying, what is not bullying)
- Helps schools and students to navigate social situations with teacher support and options
- Empowers students to move away from mean-spirited behaviors
- Fosters and contributes to a school culture where mean-spirited behaviors toward peers are not tolerated or necessary

The Irish Way Program:

- We will treat everyone with respect
- We will not bully others
- We will include students who are left out
- If we see bullying, we will do something and tell an adult, as soon as possible
- We will not hurt others

SCHOOL SECURITY AND SAFETY

To ensure the safety of students, staff and visitors, Rosemount Middle has implemented the following security measures:

- Visitors visiting between 8am and 3pm will have a license or ID scanned for entry
- After entrance, visitors will be directed to the RMS office. Visitors/parents/siblings are NOT allowed in hallway/common areas or lunch visits during school hours
- All doors will remain locked during the school day except for the front entry door #1
- In the event of a threat to our safety, Rosemount Middle staff has been trained and will follow the school and ISD 196 Emergency Plan
- All staff have been trained on outlining the appropriate response to emergency situations

- Rosemount Middle School works closely with the local fire and police departments to form an effective response team in the event of an emergency situation

iPAD, PERSONAL DEVICE AND WI-FI USE EXPECTATIONS

It is important to recognize that the classroom teachers and school staff will establish boundaries of technology use in the Rosemount Middle educational settings (classroom, hallways, etc.). Rosemount Middle School reserves the right to revoke this privilege if users do not abide by the policies and procedures on the district website.

These expectations are intended to protect the security of the school's network infrastructure, the educational integrity of the school setting, and the privacy of individual persons (students, staff, families).

Student Technology Use Synopsis:

It will be common for teacher's/staff to direct students to put their personal devices into a classroom storage place (a bin or storage rack). This is most likely to be required of students when they take tests or quizzes, but will be directed to students for other classroom events as well. It will remain the responsibility of the student to follow this direction and to take the responsibility to retrieve their device when the class or activity has concluded.

Teachers will:

1. Confiscate a device if it is being used inappropriately or without teacher permission in a classroom
2. Set the digital tone for their classroom. This brings with it the expectation that students must adjust to different teacher allowances or uses of technology
3. Confiscate a device and refer the student to the administration if a device is used in a prohibited area (lavatory, locker room, nurse's office, etc.)
4. Confiscate a device if it is used to take pictures or video without expressed teacher/classroom permission

Students will:

1. Use their device(s) in accordance with classroom and school expectations.
2. Not use photo or video capabilities without consent from a teacher or school staff person.
3. Learn to adapt to each teacher's digital tone as it pertains to the quality of their learning.
4. Not use a device (at all) in a prohibited area: bathroom, locker room, nurse's office.
5. Not wear or use headphones/earbuds throughout the building during the school day unless specifically directed to or given permission by staff. Teacher and classroom expectations regarding the use of headphones/earbuds should be adhered to.

In the event a student device is confiscated:

1. Student picks device up at 3 pm on same day
2. Parent picks up device
3. Parent picks up device and mid-day detention

RMS reserves the right to examine the privately owned student device and search its contents if there is a reasonable suspicion that school and/or district policies or local, state, and/or federal laws have been violated. Violation of school or district policies, local, state, and/or federal laws while using a personal electronic device or while on the district wireless network will result in appropriate disciplinary and/or legal action as specified in the Students' Rights and Responsibilities Handbook, district policy as well as by local, state, and/or federal law.

Student devices are brought to RMS at the students' and parents' own risk. In the event that a privately owned device is lost, stolen, or damaged, RMS is not responsible for any financial or data loss.

Outcomes at School:

A student who misuses either a personal or school-issued device at school may forfeit the ability to have them at school. Any difficulty accessing online student resources would become part of this outcome.

Rosemount Middle School Technology Use Philosophy:

As students now grow up in a technology-saturated world, our goal is to harness the power of technology for learning purposes, but to also teach digital citizenship to students. Wireless devices are very powerful tools and will be used to enhance student learning. It is very important for students to use and learn ways of accessing information, creating class content products, publishing to online locations, using interactive apps for discussion of class topics, etc.

Yet each day, students use wireless devices to establish and further add to their own online identity and presence. The digital “footprint” that a child creates for her/himself is a lifelong skill. How students present themselves online through apps, websites, and social media can have lasting impact and outcomes for both students, their families, and the school.

We will work with students to recognize the power of wireless technology, the positive and productive uses of technology for learning, and cautions for the negative and harmful lasting effects that technology misuse can generate.

2019 - 2020 DISTRICT 196 ASSESSMENTS

GRADES 6 & 7

September-October: Measures of Academic Progress Testing (MAP) in reading and math

March-April: Minnesota Comprehensive Assessment (MCA-III) - Reading (done online in English classes)

March-April: Minnesota Comprehensive Assessment (MCA-III) - Math (done online in Math classes)

GRADE 8

March-April: Minnesota Comprehensive Assessment (MCA-III) - Reading (done online in English classes)

March-April: Minnesota Comprehensive Assessment (MCA-III) - Math (done online in Math classes)

May: Minnesota Comprehensive Assessment (MCA-III) - Science (done online in Science classes)

See RMS testing site at <https://sites.google.com/apps.district196.org/rmstesting> for testing specifics.

TESTING TIPS

It is important that students take these tests seriously. The results of standardized tests impact academic programming and placement. The following is a list of suggestions for parents to help their children perform at their highest level of achievement.

1. Do not schedule appointments on testing dates. Typically, students will perform better when they test during the scheduled time and not on a “make-up” day.
2. Take advantage of the practice test that are available on the RMS website and at school.
3. Be sure your child arrives at school and well-rested.
4. If you feel your child would benefit from extra support, we will have after school programs in the areas of math and reading.

DAILY SCHEDULE

- 7:18 am: Teacher day begins - Students may make arrangements to meet with teachers in their area during this time. Otherwise, students must remain in the main hallway adjacent to the main office and are not to enter other parts of the building
- 7:35 am: Students are allowed throughout the building including lockers and morning breakfast. Students arriving on the bus should come directly into the building upon arrival to school. No students are to leave the school grounds once they arrive
- 8:03 am: School day begins and all students are to be in their period 1 classroom

- 3:03 pm: School day ends
- 3:11 pm: Busses are dismissed promptly at 3:11 pm. All students should be on their bus
- 3:15 pm: Afterschool activities begin. All students not under direct supervision of a teacher, coach, or other staff member are to be out of the building and on their way home
- 5:00 pm: Pick up time for students participating in afterschool activities

ATTENDANCE

ADVANCED EXCUSE

Arrangements are to be made in advance for family vacations, whether for one day or several weeks. Students should see the attendance secretary for a make-up slip at least two days in advance prior to a vacation. Teacher discretion will be used in regard to which assignments can be completed in advance or outside of class. Students who plan on being absent during the last two weeks of school need to notify teachers for final exams and see the attendance secretary.

EXCUSED ABSENCES

Minnesota law requires school attendance until age 16. Excused absences are illness, serious illness or death in the family, home emergencies, and other types if excused in advance.

1. A parent is to call the attendance line at Rosemount Middle School at (651) 423-7570 to report that his/her child is going to be absent that day.
2. If you did not call in, please send a note with the reason for the student's absence when the student returns to school. The note is to be given to the attendance secretary, who will then write a pass to class.

IMPROVING STUDENT ATTENDANCE

The Student Services Team and Administration of RMS will work with parents in trying to improve the attendance patterns of students who have excessive absences. Sometimes a student's absentee pattern is an indication of other problems, either at home or at school. These problems are sometimes difficult to sort out and we may need assistance to deal with these situations. Other times, a student may have genuine physical concerns and occasionally a student may have a combination of the two. Many times, students are unaware of their excessive absence patterns. The counselors and administration will work with individual students and parents if attendance problems develop.

LEAVING SCHOOL DURING THE DAY

Permission to leave school during the day may be obtained from the attendance secretary. A written note from a parent or guardian stating the reasons for requesting to leave is necessary. All students must sign out at the Attendance Secretary's desk. Parents or authorized persons are required to come to the office to sign students out before picking them up.

MAKE-UP WORK

Students absent one day will be allowed two days to make up work and one day for each additional day missed. The make-up slip is presented to each teacher throughout the school day. If a student will miss four days or more because of illness, a parent may request homework. Student materials may be picked up in the office.

TARDINESS

If students arrive at school after period 1 begins, it is necessary to check in at the attendance desk before reporting to class. The attendance secretary's desk is in the main office. Excessive unexcused tardies to period 1 or class may result in a conference with the student and a letter sent home to parents. If the problem continues, the student will be required to attend makeup time after school. In addition, continual tardiness may result in a truancy referral (see below).

TRUANCY

Cases of suspected truancy are handled by the administration. Parents will be notified as soon as possible if their child is truant. Cases of habitual or extended periods of truancy will be referred to the Dakota County Attorney's Office and its Truancy Prevention Program. Parents and student will be involved initially in a diversion conference. Additional truant days may result in a court appearance.

UNEXCUSED ABSENCES

An unexcused absence is an absence for reasons not acceptable to school authorities. Unexcused absences include but are not limited to missed bus, overslept, late ride, babysitting, etc. These absences may be incurred with or without the knowledge of the parent or guardian. Students with an unexcused absence from school, with or without parental knowledge, may be required to attend a conference with the school administration upon the student's return to school.

WITHDRAWING FROM SCHOOL

Report to the office one week prior to moving to obtain a withdrawal card. Students should see that all school materials are returned and all personal items are removed from assigned lockers.

GENERAL INFORMATION

AFTER SCHOOL HOURS

Students are to leave the building immediately unless under the direct supervision of an instructor. Students who leave the school grounds are not allowed to return as a participant or spectator in after-school activities.

BACKPACKS/BOOKBAGS

Students may use book bags and backpacks to bring their books, school supplies and gym clothes to and from school. However, book bags and backpacks must stay in student lockers during the school day. Bags or backpacks large enough to hold a 8 1/2"x11" notebook, textbook, or folder must remain in students' lockers during the school day.

CAFETERIA CONDUCT

- Use good eating manners. If students make a mess they are expected to recognize this and clean it up.
- Talk with peers and enjoy social interaction, but do not shout or make loud noises.
- Clear the table before you leave, above and below. Don't leave food items, paper products, etc.: Be responsible for your area.
- Students are allowed to choose where they sit and with whom they sit. Yet a responsibility comes with this for the behavior or groups at a table. The privilege of being able to choose where to sit may be revoked due to poor cafeteria conduct.
- Pay attention to designated serving lines; different menus are served in different lines. Signs will notify which line is for which menu.
- Students who abuse lunchroom rules and regulations will be assigned to eat in an area supervised by a member of the staff, may be assigned clean-up duty or may be assigned to eat lunch in the office.
- Once seated, students should remain at the seat until finished. Cafeteria supervisors will dismiss tables at the end of the lunch period.

CAFETERIA INFORMATION AND ACCESS RESTRICTIONS

- Students may eat the prepared foods from our kitchen, or they may bring in their own individual "bag" lunch
- Students bringing their own food are to bring individual servings of home-made or commercial (one-serving) foods, but may not bring in large quantities of food for distribution to friends (i.e.: no large bag snacks, no 12-packs of beverages, etc.)
- Commercial foods from outside the school are not allowed in the school cafeteria (i.e. a student may not order a pizza to be delivered to school for consumption during lunch time)

- The cafeteria is not a setting or time for a student birthday party. This is to take place outside of school. Note: We do not provide access of parents or older/younger siblings to children in our cafeteria during lunch. Parents who wish to eat lunch with their child may do so in an area designated by school staff upon advanced request by parent

CHANGE OF ADDRESS

Address and telephone # changes should be reported to the attendance secretary and nurse.

DAILY BULLETINS

A daily bulletin of events and announcements is prepared in the office and read each morning.

DRUG FREE AND WEAPON FREE ZONE

The Minnesota legislature has revised the DRUG-FREE and WEAPON-FREE ZONE law by adding treatment centers to the areas where increased penalties apply. The law now covers the areas surrounding school property, park property, public housing projects and treatment centers facilities. Anyone caught possessing or selling not only narcotics, but amphetamines or marijuana as well, may be subject to increased penalties for committing the crime in one of these zones. The law is also tough on anyone caught possessing or using a dangerous weapon in these areas. The Minn. Stat. sec. 152.01, 152.021-152.024 (1997) and Minn. Stat. sec. 609.66 (1996) relate to drug-free school, park, public housing and treatment center zones.

FIRE DRILLS, TORNADO DRILLS, LOCKDOWN DRILLS

Emergency drills are held throughout the year. Instructors will explain the evacuation plan or shelter plan in each class. During fire drills, students should move quietly and orderly out of the building. Instructors will assist students in exiting the building to a safe area. Students should pay attention to these instructions. During tornado drills, students should move quietly and orderly to the shelter area. Instructors will show students "how to sit" to help avoid serious injury. If students are outside, instructors will select a shelter area. During lockdown drills, students should follow the specific instruction provided by the classroom instructor.

GRADES

Grading is done on a letter basis, A, B, C, D, U (Unsatisfactory) and NG (No Grade). Each subject area has drawn-up the objectives and criteria for which a student is graded. Students and parents are encouraged to monitor student progress via Schoology throughout the trimester. Schoology is the tool for parents and students to monitor completed assignments, missing school work and other assessments.

HEALTH SERVICES

Licensed school nurses provide a variety of services that support a healthy learning environment for all students and staff in District 196. The health office is located in the general office area. The nurse's office hours are 7:30 am to 3:30 pm Nursing care is available to assist students who have become ill or injured or who need help with other medical issues. We recommend that students who are ill with a fever and/or vomiting NOT return to school until after they have a full 24-hours free of fever and vomiting. Students must have a pass from their teacher before reporting to the health office, unless it is an emergency. If a student wants to come to the health office between classes, he/she must obtain a pass from the teacher of the next period's class.

ILLNESS AND INJURY

In cases of illness or significant injury at school, a parent or guardian will be contacted by the Health Office. If a parent or guardian cannot be reached, the emergency contact will be called. The emergency contact must be willing and able to provide transportation and supervision of the student. It is important the parent/guardian and emergency contact information is current for all students. If no one can be reached, 911 will be contacted as necessary. Please keep your contact and emergency contact information up to date on your Campus Parent account.

Guidelines for whether or not to send your child to school:

We want children in school and ready to learn. The following guidelines have been established to help determine when children should remain at home. They may need to rest at home if they have:

- Fever
- Vomiting
- Diarrhea
- Any rash, of which you do not know the cause
- They are not feeling well enough to participate in the school day

When your child is feeling ill please don't hesitate to call your school nurse with questions or concerns. We would prefer your child remain at home for 24 hours after the above symptoms have subsided. This helps prevent the spread of communicable diseases and allows the opportunity to rest and recover fully from the illness.

The school district will follow the guidelines from the Minnesota Department of Health for recommended exclusion and notification for vaccine-preventable diseases (mumps, measles, rubella, pertussis, diphtheria, viral hepatitis, chickenpox and meningitis). There will be no other classroom or grade level notification for communicable diseases.

ESTABLISH HEALTHY HABITS

We know that too many absences/tardies, for whatever reason, can cause children to fall behind both academically and socially. Encourage healthy habits and routines, including adequate sleep and nutrition, and consistent attendance for your child's success.

We ask that students not leave school or arrange for their own ride home without first reporting to the nurse. The school nurse will assess the illness and call home if necessary.

REQUIRED IMMUNIZATIONS

In order for students to enroll or remain enrolled in elementary or secondary school, MN state law requires documentation of required immunizations, written proof of exemption, or conscientious objection. Students will not be allowed to start school until this information is returned to the Health Office. Your child can meet the immunization requirements through being fully immunized, providing a signed medical exemption letter or through a notarized conscientious objection. <http://www.district196.org/student-services/health-services/immunization-requirements/>

MEDICATIONS

To ensure students receive needed medication and that it is not misused, the school district has developed rules for the administration of medication in school. Please note the following points:

- All medication must be kept in the office of the school nurse and must be administered by the school nurse or other appropriate school personnel unless there is authorization for self-carry/self-administration on file with the health office
- Medication guidelines:
 1. A completed Prescription Medication Authorization Form from a student's parent or guardian
 2. Medication in a prescription bottle or original container is required before a school nurse will give a student prescription or non-prescription medication
 3. Only FDA approved medications will be administered by school personnel
 4. Parent consent for non-prescription medications is required
- If medication is to be given for more than two weeks, a written order from a physician or dentist must be provided to the school

- If prescription medication remains in the nurse’s office after the end of a school year or when the student is no longer attending the school, the nurse will contact the student’s parent or guardian to pick up the medication. If the medication is not picked up within one month, it will be destroyed. With parent permission, epi pens, inhalers and insulin can be sent home with the student at the end of the school year
- Questions should be discussed with your school nurse.

<http://www.district196.org/student-services/health-services/rules-for-taking-medication/>

HEALTH SCREENINGS

Each year students participate in screening. Students also receive hearing and/or vision screening upon request from a parent/guardian or if the teacher suspects a hearing or vision concern that is affecting the student’s ability to learn. If you do not wish to have your child screened please contact the school nurse.

HEALTH PLANS

If your student has a health condition that could result in an emergency (for example, serious allergy with epi pen, diabetes, seizure disorder or asthma) or has a health condition requiring accommodations (for example, medication administration, treatments, or restrictions) contact the school nurse before the school year starts or as soon as the condition develops. Our school and district websites have the necessary forms for you and your child’s physician to complete. <http://www.district196.org/student-services/health-services/>

HOME BOUND INSTRUCTION

If it should become necessary for a student to be absent from school for an extended period because of serious illness or accident, arrangements can be made to provide instruction at home. It is the responsibility of the parent to call the school and ask that such provision be made. Fifteen consecutive days of absence is a requirement for this service.

LOCKERS

Students **should not share lockers and should not share their locker combinations with others. Students should always make sure the door of the locker is completely closed, turning the dial of the locker after closing the door.** Report losses and locker problems to the office **immediately**. All students should help keep locker areas neat and clean.

LUNCH PROGRAM

Secondary School Breakfast/Lunch Prices:

Student Full Price Breakfast	\$1.60
Student Full Price Lunch	\$2.55
Student Reduced Price Lunch	(free)
Student Reduced Price Breakfast	(free)
Adult Lunch	\$3.70
Milk	\$.40

A wide variety of foods are available daily in the school cafeteria. The school lunch program provides nutritious, low cost meal selections and students may choose from a variety of entrees, vegetables and desserts daily. There are also a wide variety of ala carte items available for additional cost. If you wish to deny your child from purchasing ala carte food items, please pick up and complete the form in the RMS main office. Independent School District 196 uses a computerized system for the payment of school meals. Every student is assigned a four or five digit personal identification number. This number must be used to receive the student rate for school meals. Students may deposit pre-payments into their lunch accounts or pay cash in the lunch line daily.

MEDIA CENTER

Anyone desiring to use the facilities has the opportunity to do so. It is a place to study and seek out information. Students who damage books are subject to a charge for the amount of damage. All books, magazines, and pamphlets must be checked out of the Media Center.

PHYSICAL EDUCATION/HEALTH

To help students remember what to bring for class, it is helpful to use the check list below:

- Sweatpants and shirt
- T-shirt
- Athletic shorts
- Socks, and gym shoes (with laces)
- Swimsuit (female students must have a one-piece swimsuit)
- Towel
- Combination lock
- Deodorant

It is a good idea to have a special bag just for physical education so there is little chance of forgetting or losing necessary items.

A one-piece swimsuit is necessary even when students are not in swimming because the pool is a popular and a necessary rainy day alternative lesson plan. Sweat suits are important due to the range in temperature in the spring and fall. Students are to wear suitable physical education attire. **A physician's certificate must be presented by the student in order to be excused from physical education for any extended period of time. If a student is to be excused from a physical education class for a day, the student must bring a note from a parent and have it signed by the nurse.** The physical education area (pool, gymnasium, and locker rooms) is an area where we can have great fun and physical activity while learning basic performance and life skills.

"District 196 teaches students human growth and development curriculum and sexually transmitted infections and diseases prevention curriculum in seventh grade health classes. If you would like specific information about what is taught, contact your school principal. Parents who are uncomfortable with either curriculum after talking with the principal may withhold their children from specific class sessions in which these curricula are taught."

PLEDGE OF ALLEGIANCE

Each morning, students have the opportunity to publicly recite the Pledge of Allegiance. Anyone not wishing to participate in reciting the pledge for any personal reason may respectfully abstain from participation.

SCHOOL CLOSINGS

For information regarding the closing of school due to inclement weather, a mass voicemail from the school or district will go out to households. School closing info will also be provided on the District website at www.district196.org.

SCHOOLGY, PROGRESS REPORTS, REPORT CARDS

Schoology, is a web-based system, which allows parents to access information throughout the school year (see page 10). This online grading system allows parents to check a child's class status with detail and desired frequency. It is considered the first form of classroom communication to parents.

This on-line system allows parents to find Information about their child's schedule, grades (academic performance), missing work, and attendance record. Parents have found that Schoology provides them with timely information to use as they work to support their children.

YOU CAN USE SCHOOLGY TO...

- Check your child's current grade in any class
- Check assignment completion in any class (scores, percentages, etc.)
- Review your child's quiz and test scores in any class (scoring, impact on overall grade)

REPORT CARDS - ON-LINE (Campus Parent Account)

As our use of more on-line communications and student information systems has increased, we no longer print and email report cards to parents. Rather, at the end of each trimester, our school's daily bulletins, mass voicemail, and mass e-mail systems will be used to notify you when to access your child's printable report card via Campus Parent account. With this, you may view and print as many copies as you wish from your own computer. As students enter 6th grade and our secondary setting, one notable change is not only the class grading system (letter grades), but the method by which parents are notified of your child's academic work and class grade status.

LETTER GRADES

Students earn letter grades (A, B, C, D, U) based on the grading scales that the teachers set up for their classes. Although teachers have the autonomy to customize a grade-scale for their content and grade level, most teachers use the criteria close to the following:

A = 93-100%

A- = 90-93%

B+ = 87-90%

B = 83-87%

B- = 80-83%

C+ = 77-80%

C = 73-77%

C- = 70-73%

D+ = 67-70%

D = 63-67%

D- = 60-63%

U = Below 60%

SELLING OF CANDY OR COLLECTABLES

There is to be no sale of candy, fund raiser items or collectables other than those approved by the Rosemount Middle School Administration.

STUDENT ACCIDENT INSURANCE

The school district does not have insurance covering students. Parent's insurance programs are responsible for coverage.

STUDENT COUNCIL

The Student Council, an elected student governing body, provides for the expression of student opinion, builds good relationships between students and faculty, coordinates student activities to keep school spirit at a high level, and carries out many worthwhile activities.

TELEPHONE

Students may use the student phone located inside the main office. If a student is using the phone during class time they must have a pass from a teacher.

TEXTBOOKS

Textbooks are furnished by the district. Each student is responsible for his/her books. Students will be asked to pay for lost or damaged books.

TOBACCO FREE STATEMENT:

District 196 and Rosemount Middle School support the growing national movement toward a tobacco-free environment. Use of tobacco in district buildings or on district grounds is prohibited. Thank you for your cooperation.

VISITORS

RMS does not allow students to bring guests to school.

COCURRICULAR ACTIVITIES

Activities offered:

FALL:

Cross Country – 6-8th Grade Boys and Girls

Soccer 7-8th Grade Boys and Girls

Tennis – 7-8th Grade Girls

Volleyball – 7-8th Grade Girls

WINTER I:

Basketball - 7-8th Grade Girls

Wrestling - 6-8th Grade Boys

Girls Gymnastics - 7-12th Grade @ RHS

Girls Hockey - 7-12th Grade @ RHS

Alpine Skiing - 7-12th Grade @ RHS

Nordic Skiing - 7-12th Grade @ RHS

Girls Figure Skating - 7-12th Grade @ AVHS

WINTER II:

Basketball - 7-8th Grade Boys

WINTER III:

Swimming - 7-8th Grade Boys and Girls

SPRING:

Tennis – 7-8th Grade Boys

Track – 7-8th Grade Boys and Girls

Softball – 7-12th Grade Girls @ RHS

Adaptive CI and PI sports 7-12th Grade through ISD 196

Soccer

Floor Hockey

Softball

CLUBS/FINE ARTS

Chess Club

Destination Imagination

Down Hill Ski Club

Play/Musical Cast and Crew

Future Cities

Geography Bee

Math Club

TRANSPORTATION

There are no busses provided following after school activities. Parents are responsible for pick-up of their children at the designated times.

ATHLETICS/FINE ARTS REGULATIONS

All 7th and 8th grade boys and girls are invited to take part in cocurricular activities. Physical examinations are required for athletic programs. The signature of a parent or guardian must be obtained before a student is allowed to participate.

The following regulations shall be in force throughout the entire year and shall govern all students participating in any activity sanctioned as part of the school program.

- A. Grades – All participants must maintain passing grades in school work according to the MSHSL rules to be eligible.
- B. Drugs, tobacco, and/or alcohol – Guidelines of the MSHSL will be followed.
- C. Students must be in attendance one half of the school day to be eligible to participate in that activity.

ATHLETIC PARTICIPATION FEES

A \$110 per sport student participation fee is required by the district. This fee will be non-refundable. The fee for all the sports will be collected through FeePay. The participation fee is required before participation in the first practice.

FINE ARTS/CLUBS

A \$44 per student participation fee is required by the district.

INTERMURAL/CLUB PARTICIPATION FEE

A participation fee will be required to participate in intramurals at RMS. Fees are determined based on enrollment.

GIFTED ATHLETE PROGRAM

A 7th or 8th grade student may participate in a high school varsity athletic activity in which he or she demonstrates exceptional and superior ability in a particular sport. A gifted athlete is one whose needs cannot be adequately met by the middle school program because he or she has the ability to be a consistent starter at the high school varsity level. To initiate a request, parents should contact the RMS athletic director. Upon approval, students are eligible to try out for the high school team.

INSURANCE

Students wishing to participate in athletics should be covered by insurance proved by the parent(s). The school district does not have insurance for participants in the school athletic programs, any school activities or for accidents that occur at school.

STUDENT CONDUCT

NON-DISCRIMINATION NOTICE

District 196 does not discriminate in employment or in any of its programs and activities on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, familial status, membership or activity in a local human rights commission, disability, sexual orientation, age or genetic information. District 196 provides equal access to designated youth groups. The Director of Human Resources (651-423-7859) has been designated to respond to employment-related inquiries regarding the non-discrimination policies. The Director of Elementary Education (651-423-7782) and the Director of Secondary Education (651-423-7712) have been designated to respond to student-related inquiries regarding the non-discrimination policies. The Director of Special Education (651-423-7629) has been designated to respond to inquiries concerning the rights of a student with a disability. The mailing address for all directors is 3455 153rd Street W, Rosemount, MN 55068.

BUS SAFETY

For safety reasons each student shall:

- A. Obey bus drivers promptly, as they are in full charge of buses and pupils while in transit.
- B. Be on time at the designated bus stops. Buses cannot wait.
- C. Stay off the roadway at all times while waiting for buses.
- D. Cross in front of a bus when crossing the highway, not in back of a bus.
- E. Board the bus in an orderly manner – pushing and crowding will not be tolerated.
- F. Wait until the bus has come to a stop before attempting to enter or leave the bus.
- G. Students must board/depart the bus at their designated bus stop only.
- H. Keep hands and head inside the bus at all times.
- I. Do not move around or change seats on buses.
- J. Refrain from yelling or loud talking while on the bus.
- K. Please do not tease, push or touch other students, fight or use foul language.
- L. Throwing articles of any kind in a bus is most dangerous and will not be tolerated.
- M. Damage to a bus should be reported to the driver at once. Any student disfiguring or mutilating a bus will be required to pay for the damage and may be denied use of buses.
- N. Each student should help to keep buses clean and orderly. Students must be alert for their own safety and that of fellow passengers.
- O. Parents will be informed by the District Bus Conduct Specialist if their student abuses the privilege of riding our school buses. If the student's behavior does not improve substantially, they face the possibility of being suspended from riding the bus.
- P. Students are not allowed to have pop or food on the buses.
- Q. iPod and mp3 players will be allowed on buses under the following guidelines: these items must be used exclusively by the owner. Sharing of headphones, players, etc., will not be allowed.

BUSES TO OFF-SITE ACTIVITIES

Students riding on a school bus to an off-site activity must also return on the school bus, unless the student's parents sign a release of liability form stating that they will be responsible for the student on the return trip. The form may be obtained from the activity supervisor.

CELL PHONES

New this school year will be a consistent approach throughout all six District 196 Middle Schools where no school will allow cell phone use in classrooms. (Any exception due to family emergency/health issue must be discussed/managed between the teacher and an individual student.) This NO CELL PHONE USE in classrooms is the same in all of our middle schools. This expectation does not apply to iPad use in our school as we still expect students to use iPads to enhance their learning in the classroom.

With this district cell phone expectation, here are things to know about regarding student cell phones at Rosemount Middle School:

1. **WHY** are we not allowing cell phones in classrooms?
 - We feel it is best when students can be “present” and focused not only on the learning in classrooms, but also on the interactions and connections that make the classroom such a rich learning environment.
2. **HOW** do students manage phones?
 - Students should keep cell phones in their lockers or the phone should be turned off completely while the student is in class.
 - If parents feel they must reach their child while the child is in class, please call the main office at 651-423-7570. We will make sure your child receives your message immediately. For all other non-emergency messages, please know your child may check messages at his/her locker between classes.
3. **WHEN** a phone is used, what happens?
 - With this “No Phones In Class” district expectations, if a student has his/her phone out, if it rings or disrupts class, there will be a 4-step response. Again, this is to ensure that learning is the main focus in each classroom. RMS is not responsible for cell phones.

Non-Permitted Use Of Cell Phone In Class:

1. Warning, restorative conversation between student and teacher.
2. 1st time brought to the office by the teacher – student picks up phone at the end of the school day.
3. 2nd time brought to the office – parent/guardian must pick up phone.
4. 3rd time brought to the office – parent/guardian must pick up phone and possible additional consequences assigned.
5. 4th time brought to the office – asked not to bring phone to school or phone is turned-in to the main office before school and picked up after school.
 - Major infractions of inappropriate use of any technology (cell phone/iPad/computers) will have a timely response that follows the Rights and Responsibilities handbook and will involve school administration.

COOPERATION DURING MIDDLE SCHOOL AND HIGH SCHOOL EVENTS

When attending all school events, middle school students are expected to hold to the same high expectation as during the school day and are subject to expectation and consequences spelled out in the Student’s Rights and Responsibility Handbook.

DISCIPLINE POLICIES

The Student Rights and Responsibilities handbook which students will receive during the first week of school in September includes a complete set of the district #196 policies and regulations.

GENERAL CONDUCT

Students are responsible for their own actions. All discipline will be handled on an individual basis when the need arises. The main goal in our school is education; everyone has an equal opportunity to work toward achieving this goal. Therefore, anyone distracting or preventing others from reaching this goal will receive disciplinary action. Whatever steps are necessary to correct the problem will be taken.

This includes parent conferences, staying after school, In-School and Out-of-School Suspension or curtailing participation in school activities. Parents will be notified in all cases of staying after school and suspension.

- A. Students must have a pass to be outside of class during class time
- B. Eating candy or food, or drinking beverages, other than in the lunch area during the noon hour, is not allowed
- C. Water bottles are allowed at all times

Students are expected to display a positive attitude and to respect others and the school. All students have a right to learn and share the responsibility of not infringing on the rights of others.

SEXUAL HARASSMENT

Rosemount Middle School will maintain a learning environment free from sexual harassment. Reports of harassment will be investigated in compliance with the District 196 Students Rights and Responsibilities Policies and Regulations. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature.

END OF YEAR GRADE-LEVEL/HOUSE EVENTS

As we plan for the end of the school year the RMS staff will continue to emphasize the importance of high expectations at RMS. The end of the year grade-level/house celebration and culminating event will be for those who are academically and behaviorally eligible. Students receiving two or more behavioral referrals 20 days prior to the event will not be eligible to participate in this celebration event. Students receiving two or more U's by 3 pm on the second to the last Friday prior to the end of the school year will also be ineligible to participate in the celebration. Advisors will be meeting with and notifying students and parent/guardian(s) who are at risk of missing out on this culminating event.

STUDENT DRESS EXPECTATIONS

In order to maintain an atmosphere conducive to learning, the administration and staff of Rosemount Middle believe it is important to enforce standards for proper student dress. Our hope is that parents/guardians and students will keep this and the other provisions in these dress expectations in mind when completing their shopping for the coming school year. Our goal is to provide students (and teachers) an atmosphere that is safe, comfortable, and conducive to learning.

- Hats, hoods, and sunglasses
- Any clothing that is revealing or show undergarments
- Clothing, advertising drug, alcohol or tobacco products or garments containing profanity, convey inappropriate, demeaning, obscene, abusive or discriminating messages
- Jackets and coats
- Bare or stocking-feet are not permitted. Students are required to wear shoes at all times

When a student's dress is found to be inappropriate, the student will be offered an opportunity to change or call a parent or guardian to attain different clothes.

WALKING TO SCHOOL

We ask that students who are walking and/or biking to school exercise caution when crossing city streets. According to the city of Rosemount's crosswalk policy; "School routes should be planned to take advantage of existing sidewalks, paths, and protection afforded by existing traffic controls. This may make it necessary for children to walk a non-direct, longer distance."

SUPPORT SERVICES

A variety of support services are offered to students and their families at Rosemount Middle School. These services include individual and group counseling, academic assistance, testing administration and interpretation, as well as other forms of assistance that will help make a student's experience at the middle school successful. The student services staff is made up of counselors, psychologist, school nurse, police liaison, the administration, individual teachers, the special education team, and family advocates. Appointments may be set up with these people. Police Liaison hours will be 10:00 am - 3:00 pm on Tuesdays and Thursdays. Early adolescent years can be a confusing time not only for the child, but also for the parents. We would encourage parents to call one of the members of the support staff if they have any questions regarding their son's or daughter's development during the middle school years.

ACADEMIC AWARDS

The Presidential Academic Awards ceremony takes place each spring and recognizes the academic achievements of Rosemount Middle School eighth grade students. The President's Award for Educational Achievement honors students who achieve a 3.5 cumulative GPA.

ADVISOR-ADVISEE PROGRAM (daily between periods 3 and 4)

This program is a special type of support service that is provided for all students at Rosemount Middle School. The function of the advisor during these three years is to:

1. Offer extra assistance to the students.
2. Help the student develop and reach academic and social goals.
3. Provide a positive, secure base for the student.
4. Give each student an opportunity to have a personal, long-term relationship with a teacher.

AFTER SCHOOL EXTENDED DAY PROGRAM

After school academic assistance is available to students throughout the school year. Classes are held on various days of the week from 3:10 - 5:00 pm (There are no activity buses available. Parents are responsible for pick-up at appointed times.) All classes and schedules are dependent on staff availability and course offerings.

CHILD STUDY PROCESS

School District 196 has implemented Public Law 94-142, The Education of All Handicapped Children Act, and Chapter 211 of Minnesota Statutes, with the adoption of the process we refer to as Child Study. This is a clearly defined process which the school must pursue for a child to be designated for LD, Special Education, speech-language therapy, physical or occupational therapy, or psychological services in our special services program. For more information regarding this process, contact the counselor's office.

INDIVIDUAL COUNSELING

Appointments are set up daily through the counselor's office. Appointments may be requested by students, parents or teachers. The counselors are available to students and their parents on any school day.

STUDENT OF THE MONTH

Students are selected each MONTH by teacher to receive “Student of the Month” honors. Students are selected based on the following criteria: Academic Excellence, Excellent Classroom Attitude, Creativity, Responsibility, Leadership, Growth and Effort. All student recipients receive a certificate.

SUPPORT GROUPS

Support groups may be offered throughout the school year. Different types of groups are offered as needs arise. Several groups are long-running and offered each year. The most common groups focus on issues such as family change, loss of family members (grief), friendship building and study skills. Groups meet during the school day on a rotating schedule. For more information, please contact the counselors.

CULTURAL FAMILY ADVOCATES

Staff assist students and parents in developing and sustaining a sense of pride and belonging at Rosemount Middle. The school espouses a value for acceptance and appreciation of the many cultures represented by our students and families. The school and District 196 employ a cadre of Cultural Family Advocates who help to foster effective communications with families. These advocates partner with parents to support children in their growth and help the school to be an optimal place of learning for all children. Cultural Family Advocates can be reached by contacting the Rosemount Middle main office.

ACADEMIC

Academic achievement is a priority for all of us. At the middle school, we strive to create an environment for our students that bridges the gap from the academic expectations of elementary school to the academic expectations of the high school. At the same time, we try to balance this with the physical and social growth taking place during the adolescent time period. A question that we find often asked by parents is, “How much homework should my son or daughter have?” Although there is no one, correct answer to this question, we feel that a good guideline to work with would be at least one hour of homework per night. This may vary from 1/2 hour to 2 hours on a given night assuming the student is in school and using the available study time given by teachers. In order to help create positive study habits which can help maximize your son’s/daughter’s learning potential, we would suggest that parents help students set aside an hour of time each night. A quiet environment is best for studying. There may be nights when they may not have an hour of homework. We would suggest that the time be filled with some good recreational reading. Consistency is important to develop good, disciplined study habits.

BEHAVIOR CHANGES

During adolescence there may be many positive and/or negative changes in a young person’s behavior. Most of these can be accounted for and hopefully discussed within the family. However, there may be times when parents notice some major behavior changes (major change in time spent with hobbies or interests, change of friend groups, change in dress, sleep and personal habits, attitude toward school work, etc.) which are hard to understand and are concerning. Some suggestions:

1. Talk to your child about your observations, be tactful but honest.
2. Talk to teachers or a counselor concerning academic progress.

If we can be of assistance to you or your family in any way, please call us at 651-423-7570.

DECISION MAKING

Students have to make many choices. They will be making choices about companions, activities and courses. As a parent, you can, and hopefully have, instilled guidelines, but you cannot always be present at the time decisions are made. Your son or daughter wants to make decisions that are best for himself/herself. The problem develops when the guidelines they have developed for their decisions are based on priorities and values that seem to be in conflict.

1. Be open and honest with your son/daughter regarding choices he/she makes. Reinforce and commend positive, wise or difficult choices. Be fair with poor choices. Make sure you get the complete story and are fair with your consequence. Sometimes the results of the choice may be consequence enough.
2. Allow your son/daughter to make appropriate choices in the home and social environment. He/she will learn best through experience. His/her ability to make appropriate choices and responsible decisions should warrant additional trust in your relationship.
3. You as a parent will find it necessary to set limits for appropriate situations. The clearer the guidelines, the more consistent the enforcement, the easier the decision becomes for your son/daughter.

POSITIVE SELF-CONCEPT

Effective parents and teachers can help children develop positive self-esteem by finding ways to make them feel they are important and their views and ideas are worth considering.

1. Encourage them to try new interests and challenges. Be supportive regardless of the outcome.
2. Avoid discussing your child in an unfavorable light with others, especially in his/her presence.
3. Provide an atmosphere of love and concern at home.
4. Be a good listener to your child. Let him/her know you are concerned about his/her views and feelings.
5. Find out the academic potential of your child and keep that in perspective when discussing academic accomplishments, successes and challenges.
6. Don't compare a child with their brothers and sisters. Each child is an original and not a carbon copy.
7. Help identify a special area in which your child can excel. Help him/her to build confidence in himself/herself through commending his/her achievements.

DIGITAL CITIZENSHIP AND SOCIAL MEDIA

We all want students to become positive, contributing citizens in all aspects of their lives, including interactions they may have in the digital world. Educators, families and students will engage in ongoing conversations about what it means to be responsible citizens in the digital world.

People have a basic need to be safe and this is also true when working, interacting, and living in the digital world. It is important that students understand how to protect their own privacy and respect the privacy of others. Students will be encouraged to ask for help if they find their private life in a digital world has become more public than they would like.

Conversations about digital citizenship should guide and empower students on how to make thoughtful and reflective decisions and how to develop a positive presence online. It is important that students learn how to demonstrate empathy towards others in both the real and the digital worlds. For this to happen, we need to have continual, authentic and reflective conversations with students. The platforms of the digital world are always changing, but our behavior as citizens should consistently be thoughtful, considerate and honest.

Nondiscrimination Notification

District 196 does not discriminate in employment or in any of its programs and activities, including vocational opportunities, on the basis of sex, race, religion, color, creed, national origin, marital status, familial status,* disability, status with regard to public assistance, sexual orientation, membership or activity in a local human rights commission,* age or genetic information.* District 196 provides equal access to designated youth groups.

The Director of Human Resources, Tom Pederstuen (651-423-7859 – tom.pederstuen@district196.org) has been designated to respond to employment-related inquiries regarding the non-discrimination policies including Title IX. The Director of Elementary Education, Sally Soliday (651-423-7782 – sally.soliday@district196.org) and the Director of Secondary Education, Michael Bolsoni (651-423-7712 – Michael.Bolsoni@district196.org) have been designated to respond to student-related inquiries regarding the non-discrimination policies including Title IX. The Director of Special Education, Janet Fimmen (651-423-7629 – janet.fimmen@district196.org) has been designated to respond to inquiries concerning the rights of a student with a disability including Section 504. The mailing address for all directors is 3455 153rd Street W, Rosemount, MN 55068.

*Asterisked categories are limited to employment-related discrimination and harassment.