

## 2017-2018 LOS NIETOS SCHOOL DISTRICT CALENDAR

\*Students do not report to school

First Day of School	August 14
FIRST QUARTER	August 14 - October 13
Back to School Night – Minimum Day	August 23 1:00 Dismissal
*School Holiday	September 4
*Pupil Free Day	September 18
Parent Conference Week – Minimum Days	September 25 – 29 1:00 Dismissal
*Pupil Free Day	October 16
SECOND QUARTER	October 17 – December 21
*School Holiday	November 10
*Thanksgiving Break	November 20 - 24
*Winter Break	December 22 – January 5
THIRD QUARTER	January 8 – March 16
*School Holiday	January 15
*School Holiday	February 12
*School Holiday	February 19
Parent Conference Week – Minimum Days	March 12 – 16 1:00 Dismissal
FOURTH QUARTER	March 19 – May 30
*Spring Break	March 26 - 30
*School Holiday	May 28
Last Day of School	May 31

### Minimum Days:

- 1:00 Dismissal on August 14 – 18 (first week of school)
- 1:00 Dismissal every Tuesday
- 1:00 Dismissal on September 25 – 29
- 1:00 Dismissal on March 12 – 16
- 12:00 Dismissal on May 29 - 31 (last week of classes)

**School Hours - 8:00 – 2:30.** Students should NOT arrive earlier than 7:30 a.m. or remain on campus later than 2:45 unless they are participating in a supervised school activity or are registered in our after-school Think Together program. Supervision **will not** be provided for students who arrive before 7:30 or remain later than 2:45. These procedures are designed for the safety and well being of the student.

## BELL SCHEDULE

<b>Regular Day Schedule</b>	
<b>Period 1</b> 8:00 - 8:57	
<b>Period 2</b> 9:00 - 9:57	
<b>Nutrition</b> 9:57 - 10:07	
<b>Period 3</b> 10:10 - 11:07	
<b>Period 4</b> 11:10 - 12:07	
<b>1st Lunch</b> 12:07 - 12:42	
<b>Period 5</b> 12:45 - 1:42	
<b>Period 6</b> 1:45 - 2:30	

## Minimum Day Schedule (Tuesdays)

<b>1<sup>st</sup> Period</b>	<b>8:00 - 8:42</b>
<b>2<sup>nd</sup> Period</b>	<b>8:45 - 9:25</b>
<b>3<sup>rd</sup> Period</b>	<b>9:28 - 10:08</b>
<b>Nutrition</b>	<b>10:08 - 10:18</b>
<b>4<sup>th</sup> Period</b>	<b>10:21 - 11:01</b>
<b>5<sup>th</sup> Period</b>	<b>11:04 - 11:44</b>
<b>6<sup>th</sup> period</b>	<b>11:47 - 12:25</b>
<b>LUNCH</b>	<b>12:25 - 1:00</b>

## ACTIVITIES FOR STUDENTS

Students are encouraged to participate in the school's additional academic and extracurricular activities that are an integral part of the LNMS experience. These activities are scheduled to promote positive attitudes, encourage achievement, aid in the prevention of behavioral problems, promote individual and team growth, and create opportunities for new experiences. Sample activities include participation in dances, spirit days, field trips, assemblies, lunchtime activities, clubs, and sports.

## ACTIVITIES ELIGIBILITY

Students may participate in school-sponsored activities if they:

- maintain a minimum GPA of 2.0 with **NO** F's or U's
- have **NO** suspensions during the grading period

Eligibility is determined by mid-quarter progress reports, quarter report cards, and holistic teacher reports (appraisal of in-class and homework assignments, grades, tardies, absences, and behavior). A student remains on the ineligibility list until the next progress report or report card grades are issued.

### **Eligibility for Participation in 8<sup>th</sup> Grade End of the Year Activities:**

Students with a **cumulative GPA of 2.0 or higher** will be eligible to participate in the promotion ceremony. Additional end of year activities may include: an 8<sup>th</sup> grade picnic, dance, and a trip to Knott's Berry Farm and are dependent on behavior and academics. Students may be put on an intervention contract for a variety of reasons including: lack of homework/classwork completion, attendance, behavior, and/or poor academic performance. Students on contract must earn a minimum of 70% of their contract points.

## AFTER-SCHOOL SPORTS

Intramural athletics promotes self-esteem through individual and team participation. **Students must be in good academic standing with good behavior/citizenship grades from all teachers. GPA must be a 2.0 with NO F's or U's.** Our sports seasons include:

- Year Long Sports** - Students Run Los Angeles (SRLA)
- Fall** – Volleyball & Football
- Winter** - Basketball (boys) & Soccer (girls)
- Spring** - Basketball (girls) & Soccer (boys)

## ATTENDANCE PROCEDURES

Regular attendance is one of the most important requirements for success. All students are required to attend school daily according to California State Law. The only legal exceptions for absence from school are medical necessity and funeral services for a

member of the immediate family, for not more than one day in California or three days outside of the state.

**Reporting an Absence:**

When a student is absent, a parent/guardian should call the school, between 7:30 a.m. and 4:00 p.m., to report the absence at **562-695-0637**. Los Nietos School District policy states: the school must receive a phone call or written excuse from the parent or guardian before the student's absence can be cleared. If a parent or guardian calls, a written note is not needed. **All unverified absences will be marked as unexcused until cleared.**

Students who are not in attendance at school are not eligible to attend after school or evening activities, including athletic events. If a student is going to be absent for more than three days, parents should call the school office to request work from the student's teachers. For all planned absences this should be done a week prior to the absence.

**Being absent does not excuse a student from completing required assignments.**

Any missed work will need to be submitted within a reasonable amount of time, as determined by the teacher.

**Unexcused Absences/Truancies:**

Unexcused absences from all or any part of the school day, as well as unexcused tardies, will be considered truancies, and the student will be required to make-up the time either during lunch detention, after-school detention, or Saturday School. Chronic truancies and/or tardies to school may result in the issuance of a citation by the LA County Sheriff's Department Pico Rivera Station and or referral to the ACT program.

**Tardies:**

Promptness in reporting to school and to the classroom is vital to the efficient operation of the school and the individual class. Unexcused tardies will result in disciplinary action. Students who are late to school must report to the attendance office to obtain a tardy admit slip before going to class. (Oversleeping and walking to school are not reasons for an excused tardy).

**BIKES AND SKATEBOARDS**

**Students are required to park and lock their bikes, scooters & skateboards in the bike cage** located near the basketball courts on the Albutis side of campus. Students are required to provide their own locks and cables for this purpose. The school is not responsible for lost or stolen items. The storage of these items is not permitted in offices or classrooms and they may not be carried from class to class. Bike/ skateboard riding on school grounds, including parking lots, is not permitted. Pursuant to city and state ordinances, all minors must wear a safety helmet and riding is not allowed on campus. Violation of these rules will result in board/bike confiscation and revocation of riding privileges.

## **CAFETERIA RULES**

Students have a 35-minute lunch and a 10-minute nutrition break daily. Breakfast and lunch are available free of charge to all students. While in the cafeteria, students must remain seated unless they are in line to get their meal. Students are expected to clean up after themselves.

## **CELL PHONE/ ELECTRONIC DEVICE POLICY**

By state law, students are allowed to have cell phones on campus. However, no cell phone use is allowed on campus. If a cell phone is visible or goes off during school hours, or if a student is observed using a cell phone during school hours, the cell phone will be confiscated and held until a parent/guardian picks it up. The same rules apply to all electronic devices including games, ipods, and MP3 players.

## **CHANGE OF ADDRESS/CONTACT TELEPHONE NUMBERS**

Please immediately report any and all changes to your name, mailing address, or phone number to the office. This information must be kept current to safeguard the personal welfare of each student in an emergency and to keep school records up to date.

When a student's parent or guardian is unreachable in the event of an emergency, expect for the school's administrator or an administrative designee to assume responsibility and act prudently in the student's best interest.

## **COUNSELING SERVICES**

Each student has access to a counselor throughout the year. The counselor will be available for consultation and guidance. We encourage all students and parents to consult the counselor any time they have concerns relating to academic progress or any area relating to school. Parents who have serious concerns about their child's academic standing should contact the school Counselor. It is our intent to be responsive to you and your child's needs.

## **CURRICULUM**

The curriculum at Los Nietos Middle School is aligned with academic state standards. Each student will be assigned six classes during each quarter. The classes will include a full year of English language arts, mathematics, physical education, history, and science. Some students may be assigned to English Language Development (ELD) based on English proficiency level. Students are assigned to elective and intervention classes based on teacher recommendation and assessment results. We do not accept parent or student requests for a specific teacher.

## **DANCE POLICIES**

School dances are held in the LNMS auditorium from 2:30 to 4:00 p.m.

1. Dances are for LNMS students only.
2. Students must have a signed permission slip to buy a dance ticket.
3. Students must be eligible to attend the dance. Minimum 2.0 GPA with NO F's or U's is required. Those who have an F, U, or below a 2.0 GPA cannot attend dances or other school sponsored events for the following quarter until grades are brought up.
4. All school rules will be enforced. The LNMS dress code applies to dances. If any student comes dressed inappropriately, he/she will be removed from the dances and parent will be notified.
5. Students who leave the dance early must have a parent/guardian pick him/her up.
6. Students who are absent or go home ill the day of a dance will not be permitted to attend the dance on that day.
7. Videotaping or taking pictures at the dance is not allowed
8. No moshing, slamming, running, freaking or jumping is permitted.
9. If inappropriate behavior occurs, the D.J. may have to stop the music.
10. Backpacks and personal items must be left in backpack check-in room.
11. Any student who is suspended from school may not attend any after school or evening activity during the suspension period.
12. Parent/Guardian chaperones are welcome at all school dances. Please contact the main office if you would be interested in chaperoning a school dance.

## **DISCIPLINE PROCEDURE**

Los Nietos Middle School upholds the philosophy of Progressive Discipline as bulleted below:

- **TEACHER STUDENT CONFERENCE** - May include a teacher-assigned detention.
- **TEACHER PARENT CONTACT/CONFERENCE**

- **DETENTIONS** are assigned to students for a variety of minor infractions. Detentions are held after school and run for one hour 2:30 – 3:30.
- **REFERRAL REPORTS** are a discipline measure used by teachers and administrators when a student exhibits inappropriate or disruptive behavior. Parent signature may be required.
- **SATURDAY SCHOOL** assignments are made for detention no-shows, to clear unexcused absences, and for other serious rule infractions. Saturday School will be run as needed on Saturdays from 8-12 p.m. in an assigned classroom under the direct supervision of a certificated teacher.
- **SUSPENSIONS** are assigned to students for major behavior offenses and can be assigned from one to five days at a time. Students with multiple suspension days or who are returning from a five-day suspension will be placed on a district behavior contract. Violations of the district's behavior contract may lead up to an administrative transfer to the Community Day School for further support.

**It is the responsibility of the student to communicate and make arrangements to serve detentions, suspensions, and/or Saturday School to their family.**

**See Discipline Rules and Consequences Matrix.**

**LNMS Bullying Policy:**

Students at our school are taught four key rules for interacting appropriately with others that include:

1. We will not bully others
2. We will help students who are bullied.
3. We will include students who are left out.
4. If we know that somebody is being bullied, we will tell an adult at school or home.

At LNMS, peer mediation is provided by teachers, support staff, the counselor, and the principal on an as needed basis. If bullying behavior does not cease, an *Anti-Bullying Contract Student and Parent/Guardian Agreement* is initiated between the students involved. The intent of the contract is to serve as documentation of an intervention and to ensure that the students and their parents/guardians understand the goals of anti-bullying behavior, as well as the consequences of bullying. Progressive discipline is followed and examples of possible disciplinary action include:

- First Offense: Student referred to the counselor for peer mediation
- Second Offense: Student referred to the counselor for peer mediation and the student, parent/guardian, and the counselor sign the contract; detention assigned
- Third Offense: Student referred to the counselor and/or the principal; multiple detentions assigned; parent/guardian contacted
- Fourth Offense: Student referred to the counselor and/or the principal; Saturday School assigned and parent/guardian contacted

- Fifth Offense: Student referred to the principal and the student is suspended
- Severe Clause: Any severe situation will result in an appropriate, immediate consequence through suspension

The Bullying Contract will remain in effect for the students throughout their attendance at the middle school.

## **DRESS CODE**

While on campus or at any school-sponsored event, a student shall be dressed and groomed in a manner that reflects good taste and decency and will not detract from or interfere with the instructional program, the general morale, or the image of the school.

- Bare midriff, strapless, halter, spaghetti straps, and backless tops are prohibited, even if a student is wearing a sweater, jacket, or coat. Clothing must cover the midriff and undergarments completely at all times. Low-cut tops that show cleavage are not allowed. Girl's tank tops must be 3 fingers wide. Boys are not to wear tanks.
- All skirts and shorts worn at school must be as long as your middle finger when hands are placed at your sides, but they may not be longer than below the knee. Shorts and socks may not touch.
- Pants, skirts, and shorts worn to school must fit around the waist. If the garment cannot stay up without a belt, it is considered inappropriate.
- Belts and belt buckles worn at school must be plain (no initials, words, or images). Belts must be worn in the belt loops around the waist.
- Shirts should fit appropriately. Shirts worn to school may not be longer than the student's arm length and must be an appropriate size for the student. Clothing that is extremely tight or loose is not allowed on campus. See through, sheer materials that show undergarments are prohibited.
- All clothing worn at school must be free of any inappropriate images or words including anything related to drugs, alcohol, tobacco, sex, violence, death, racial issues, gang activity, weapons, etc. Professional or college team apparel is not allowed.
- Shoes must be worn at all times while a student is on campus. Slippers, sandals that do not cover the majority of the foot, and backless shoes are prohibited.
- Chains on wallets and large chains worn as jewelry are prohibited. Spiked jewelry is not allowed.



- Piercings other than in the ear are prohibited. Students observed wearing facial piercings will be asked to remove the piercing immediately. If the student is unable or unwilling to do so, he/she will be sent home. Plugs and spikes are not permitted.
- Hair may be dyed, but the color must be uniformly applied (no bold streaks or multi-colored styles). “Natural” hair colors are allowed (no blue, green, purple, pink, etc.). If a hairstyle and/or color become a distraction to the learning environment, the student will be suspended until the hair issue can be resolved.
- Students may not wear or carry around hats or beanies while on campus. Hoods are NOT allowed to be worn, while on campus. An exception will be made during extremely cold weather when students will be permitted to wear hoods only while outside. Hats/beanies will be confiscated if worn on campus and will be returned at the administrator’s discretion, especially if a repeat offense.
- All clothing worn at school must be in good condition and free of tears, rips, holes, or cuts.
- The dress code may be modified at the discretion of school officials. Such modifications will be communicated to students in the daily announcements.
- Students who fail to adhere to the dress code will be required to wear loaner clothing for the remainder of the day. Continual defiance of the dress code will result in further disciplinary action. Please note that violation of the school’s dress code is grounds for disciplinary action, up to and including suspension.

## **HOMEWORK POLICY**

LNMS expects students in Grades 7 and 8 to spend an average of 60-90 minutes on homework four or five days per week. This time may vary somewhat depending on the individual needs of students. Students may have homework over the weekend if they have a long-term project, essay, or presentation due. Students are expected to turn in all assignments on time. Every student will receive a 20-minute period during the instructional day to assist them with difficult concepts and/or to assist them with work completion.

## **ILLNESSES AT SCHOOL**

If a student becomes ill while at school, he/she is to come to the health office. The student is NOT to contact home for an illness using a cell phone from anywhere on campus. School personnel will call a parent or designated person listed on the emergency card to come and pick the student up. Policy states that if a student is unable to be in class and participate in normal activities, he/she must go home. Students are not allowed to “rest” in the office until they are feeling better. For this reason, **please be sure designated names on the emergency card are always up to date and that the individuals listed are available for an emergency.**

## **LEAVING CAMPUS**

LNMS is a closed campus; therefore, students may not leave campus at any time during the school day unless released by the attendance office. We realize that some doctor and dental appointments must be arranged on short notice, but please notify the attendance office of appointments before school if your child will need an off-campus pass. We would like to avoid disrupting classes as much as possible.

In order to ensure the safety of all students at LNMS, the following check out policy is in place:

1. Students are to be excused only for emergencies, appointments with doctors, dentists, etc.
2. Students may only be checked-out by an adult whose name is on the student's emergency card.
3. The adult who is checking out the student must come into the attendance office, show proper identification (CA/picture ID) and sign the check-out log.
4. Students must wait inside of the office to be picked up by parents.
5. Upon returning to school, students are to go to the attendance office with a note from the doctor/ dentist to obtain a re-admit slip before returning to classes.

## **LIBRARY RULES**

Books may be checked out for two weeks and be renewed for an additional two weeks. Students are responsible for all materials charged to their name. Failure to abide by library rules will result in loss of library privileges.

## **MAKE UP WORK (see Reporting an Absence)**

Students or parents may request homework assignments through the office for an extended absence of three or more days. If a student misses one day of school, he/she will be expected to take any tests and/or turn in assignments that were due on the day of absence upon their return.

## **MANDATORY 7<sup>TH</sup> GRADE TDAP VACCINATION**

All students entering 7<sup>th</sup> - 12<sup>th</sup> grade will need to submit proof of a Tdap booster shot before starting school.

## MEDICATIONS AT SCHOOL

If your child needs to take prescription and over the counter medication at school, you and your doctor must complete the district issued form. The medication must be sent in the original vile with the student's name on it. Forms are available in the main office. Students may carry inhalers, after a contract has been completed. District policy requires that the office have on file a record of those students carrying inhalers. These contracts are also available in the main office.

## MESSAGES/DELIVERIES TO STUDENTS

In order to avoid classroom and office interruptions, we ask that messages from home be kept to an absolute minimum and be limited to true emergencies.

We will not deliver flowers, balloons, or other items to students. Students are not allowed to carry flowers, balloons or other items from class to class during school hours. All deliveries of this nature will be held in the main office until dismissal time.

## PHYSICAL EDUCATION

**All students are required by the state of California to take Physical Education.** All students are required to suit up with appropriate clothing during PE class. All 7<sup>th</sup> graders will participate in the FitnessGram tests that measure strength, flexibility, and endurance.

PE Shorts	\$10.00
PE Shirts	\$10.00
Sweat Pants or Sweatshirts	\$20.00
Locks	\$ 5.00

\*Prices subject to change

## PE LOCKERS

Each student will be issued a locker for physical education only. **STUDENTS MUST STORE ALL PERSONAL ITEMS** (such as money, clothing, and cell phones) **IN THEIR ASSIGNED LOCKER DURING PE CLASS. Students are responsible to ensure their lockers are properly LOCKED and must keep their combination number to themselves.** Do NOT share your locker! Students must keep their lockers neat and clean at all times. Students will be charged for defacing or damaging lockers and may also lose their locker privilege. If a student loses property, he/she must check the lost and found in the PE locker rooms and/or the office. Items not claimed by the last day of each semester will be donated to charity.

## PROMOTION CEREMONY

In order for 8<sup>th</sup> graders to participate in the promotion ceremony, they must earn a minimum cumulative grade point average of 2.0 in both 7<sup>th</sup> and 8<sup>th</sup> grade and not have more than 3 suspension days during their 8<sup>th</sup> grade year. In addition, they must not be assigned a suspension for the day of the promotion. Parents will be notified at each grading period if their child is at risk of not participating in the promotion ceremony. Students who do not meet these requirements will be required to attend the high school Summer Bridge Program as available.

Parents are encouraged to monitor grades, attendance/tardies, and discipline. Up-to-date information can be obtained via the Internet at the Parent Portal site. It is necessary for parents to also review progress reports that are issued every 5 weeks and quarter grades that are mailed home at the end of each quarter. Calendaring the dates for the end of each quarter can help parents to anticipate when grade reports will be sent home for appropriate follow through.

## SCHOLARSHIP AND CITIZENSHIP

### Progress Reports:

Progress Reports are sent home approximately five weeks into each quarter. Reports list academic grades, citizenship marks, attendance, tardies, & comments for any grades of D or F and for citizenship marks of N or U.

### Calculating Grade Point Average:

Grade point averages are used to determine eligibility for honor roll and extracurricular participation. To calculate grade point average (GPA), set up three columns. In the first column - list subject areas. In the second column- write the letter grade earned. Lastly, in the third column - record your points as follows:

A = 4 points; B = 3 points; C = 2 points; D = 1 point; F = 0 points

Next add the numerical values in the last column. **Total of Column = 13**

Example

SUBJECT	GRADE	POINTS
English	B	3
Math	C	2
History	D	1
Science	A	4
Physical Ed.	B	3
	<b>TOTAL</b>	<b>13</b>

Divide the column total by the 5 non-elective classes.

$$13 / 5 = 2.6$$

The GPA is 2.6

Outstanding scholarship and citizenship are commended and rewarded at Los Nietos Middle School – STEAM Academy through the following:

**LNMS Brave Pride Awards Assemblies:** We welcome students' families and the school community to celebrate alongside our students by attending recognition events.

#### ACADEMICS

- **Braves:** Students must earn between a 2.8 and a 3.2 Grade Point Average with No D's or F's and No N's, U's in citizenship.
- **Warriors:** Students must earn between a 3.3 and a 3.9 Grade Point Average with No D's or F's and No N's or U's in citizenship.
- **Chiefs:** Students must earn a 4.0 Grade Point Average with No D's or F's and No N's or U's in citizenship.

#### PARTICIPATION

- Perfect Attendance

#### **Brave of the Month:**

Recognition of students by teachers is given to select Brave of the Month students throughout the year. Students are selected for academic excellence, academic improvement, and/or excellent citizenship. These awards often follow the Character Counts Traits.

#### **End of the Year Brave Pride Awards Assembly:**

Students who have exhibited excellence in academics, attendance, effort, improvement, physical education, community service, school pride, and/or citizenship are honored at an awards assembly at the end of the school year.

#### **STUDENT BEHAVIOR EXPECTATIONS**

Please see the LNMS Discipline Rules & Consequences Matrix provided in enrollment packet.

**GUM IS PROHIBITED** on campus. Students who chronically violate this rule will receive consequences ranging from verbal warnings to campus beautification, depending on the severity of their violation.

#### **SUSPENSION POLICY**

Students may be suspended from regular classroom instruction for any reason listed in the 48900 section of the Education Code. This includes, but is not limited to:

- Fighting/threatening or aiding and abetting a confrontation.
- Damage to school and/or personal property
- Stealing private or school property
- Classroom disruption and disturbance

- Profanity and vulgarity and/or racist remarks
- Persistent and willful defiance
- Cigarettes, alcohol or drugs on campus
- Possession of dangerous objects or explosives
- Vandalism or damage to personal or school property. This includes graffiti.
- Bullying, harassment or hazing
- Sexual harassment
- Retaliation against a witness

**Please note that these violations may also result in administrative transfer to the Community Day School alternative site or a recommendation for expulsion.**

## **TEXTBOOKS**

The school furnishes books to all students. Students are responsible for making sure that all books are covered. It is the responsibility of the student to see that these books are well cared for and that all precautions are taken to prevent loss or damage. **Lost, stolen, or damaged books must be replaced by the student.** Students will be held responsible for payment to cover lost or damaged books. If the book is found, within the school year, the money will be refunded. Report cards and diplomas will be withheld until all book debts are paid.

## **VOLUNTEERS**

Volunteers support learning and are welcome to participate in our supportive learning community for continuous growth. We welcome parents to volunteer for committees, special events and fundraisers. **Please check in with the main office** when you enter campus. Let us know how you can help us make school a rewarding and special experience for your children.

## **WELLNESS POLICY**

At LNMS we believe a healthy body is the key to a healthy mind. This year we will once again be implementing the District Wellness Policy to ensure; we are always in compliance with the diet regulations of the California Department of Education, and that celebrations do not infringe on instructional time. All teachers and staff will be abiding by and enforcing this policy.

- Students may not bring nuts to school at **ANY TIME** (due to life threatening allergies)
- Celebrations/Holidays: NO UNSOLICITED ITEMS. Please call for approval before bringing in any food item.
- All food items brought to school for celebrations must be store bought (due to life threatening allergies)
- Birthday celebrations may not take place during instructional hours.
- Cupcakes and other junk food are not allowed at LNMS per the District Wellness Policy

These snack rules are enforced at all hours on campus, even during after school hours.

Approved Healthy Treats

Granola bars	Fruits
Fruit snacks	Vegetables
Pretzels	Jello
Raisins	Yogurt
Popcorn	100% fruit juice

Do not bring these foods

Candy	Nuts
Soda	Gum
High sugar drinks	Lucas
Beverages in glass bottles	Chips

**WITHDRAWAL FROM SCHOOL**

A parent must notify the attendance office in advance of a student’s upcoming withdrawal from our school. The student must report to the attendance office the morning of his/her last day of school and will be given a withdrawal slip to take to all teachers for grades. When this withdrawal slip is returned to the office, complete with grades and signatures, and all books returned, a transfer card will be issued.

**A NOTE TO PARENTS FROM LNMS**

1. Students are in school for 180 days per year. Let’s make those days count. Students’ attendance is so important to their success in school. They need to be on time and come prepared to learn.
2. Parent involvement in school is a strong indicator of student success in school. We encourage you to ask students about their work, and take an active role in our school’s daily events. You are welcome to volunteer on campus.
3. Please read the marquee located on Rivera Road, reference the school’s website periodically, and listen to recorded telephone messages to stay informed of school-related events and important information.
4. If you have concerns about your child’s academic progress in a particular class, please contact the following school representatives in this order: 1) the teacher, 2) the case carrier if your child is in a Special Education program, 3) the counselor, and finally, 4) the Principal.
5. Should you have concerns about your child’s safety, please contact the Counselor or the Principal.
6. Should a student have any concern to report, he/she should fill out an “Incident Report.” If a student would like to request assistance with a personal or school-related problem, please ask them to see the School Counselor Mrs. Tortarolo.