



PARRAS MIDDLE SCHOOL

200 N. Lucia • Redondo Beach, California 90277 • (310)798-8616

Name: _____

Grade: _____



I have read all school policies and procedures for Parras Middle School. I understand and I am aware of Parras' expectations. I am aware that all students must have their agendas in class every period.

Student Signature

Parent Signature

This student assignment book is designed to help you make a smooth adjustment to our school. It contains information that you will need to make the most of your educational opportunities, and it explains the rules and procedures that make our school a safe and enjoyable place. It is your responsibility to carefully read through this agenda book. If you have any questions about the rules, procedures and expectations of Parras Middle School students, please ask any of your teachers for an explanation.

The assignment portion of this organizer is designed to provide you with a simple method for recording daily assignments, long-term projects and scheduled tests. Daily use of the assignment book will help you manage your time more effectively and assist you in completing your work on time. Organization is integral to success in middle school.



BELL SCHEDULES

Regular Schedule (Monday & Friday)

Warning Bell	7:53
Period 1	8:00 – 8:54
Period 2	8:58 – 9:52
Nutrition	9:52 – 10:02
Period 3	10:06 – 11:00
Period 4	11:04 – 11:58
6 th & 7 th Grade	Lunch (A) 11:58 – 12:33 Advisement (A) 12:37 – 12:52
7 th & 8 th Grade	Advisement (B) 12:02 – 12:17 Lunch (B) 12:17 – 12:52
Period 6	12:56 – 1:51
Period 7	1:55 – 2:50

Tutorial Schedule (Tuesday & Thursday)

Warning Bell	7:53
Period 1	8:00 – 8:49
Period 2	8:53 – 9:42
Nutrition	9:42 – 9:50
Period 3	9:54 – 10:43
Period 4	10:47 – 11:36
6 th & 7 th Grade	Lunch (A) 11:36 – 12:11 Advisement (A) 12:15 – 12:30
7 th & 8 th Grade	Advisement (B) 11:40 – 11:55 Lunch (B) 11:55 – 12:30
Period 6	12:34 – 1:23
Period 7	1:27 – 2:16
Tutorial	2:20 – 2:50

Wednesday Schedule

Warning Bell	7:53
Period 1	8:00 – 8:47
Period 2	8:51 – 9:38
Nutrition	9:38 – 9:47
Period 3	9:51 – 10:38
Period 4	10:42 – 11:29
6 th & 7 th Grade	Lunch (A) 11:29 – 11:59 Advisement (A) 12:03 – 12:18
7 th & 8 th Grade	Advisement (B) 11:33 – 11:48 Lunch (B) 11:48 – 12:18
Period 6	12:22 – 1:09
Period 7	1:13 – 2:00

Modified Day Schedule

Warning Bell	7:53
Period 1	8:00 – 8:40
Period 2	8:44 – 9:23
Period 3	9:27 – 10:06
Nutrition	10:06 – 10:16
Period 4	10:20 – 10:59
Period 6	11:03 – 11:42
Period 7	11:46 – 12:25



	Classroom Library/Assembly	Hallway	Lunch/Nutrition Area	Upper/Lower Deck PE	Bathroom	Technology/ Chromebooks	Office	Before/After School
Positive Attitude	<ul style="list-style-type: none"> Follow directions Use appropriate language Wear appropriate attire Show cooperation Look at the speaker 	<ul style="list-style-type: none"> Use a quiet voice Keep hands to yourself 	<ul style="list-style-type: none"> Use a quiet voice Listen to and follow adult requests Use appropriate language (say please and thank you) 	<ul style="list-style-type: none"> Follow game rules Use appropriate language Follow locker room rules while changing out 	<ul style="list-style-type: none"> Use the restroom and then return to class ASAP Use a quiet voice Respect privacy 	<ul style="list-style-type: none"> Focus on your own computer Raise your hand for questions Only talk when called on Use equipment appropriately 	<ul style="list-style-type: none"> Wait your turn Use a quiet voice Follow directions Address staff politely 	
Always be Responsible	<ul style="list-style-type: none"> Get to class on time Stay the entire period Bring required materials Turn in finished work Exercise self-control Clean up after yourself Take care of your personal materials 	<ul style="list-style-type: none"> Use the hallways at appropriate times 	<ul style="list-style-type: none"> Clean up after yourself Eat your own food Stay in your chosen seat or assigned area until released 	<ul style="list-style-type: none"> Use and return equipment properly Be on time Have PE clothes and shoes Carry your school ID 	<ul style="list-style-type: none"> Wash hands with soap and water Report problems to an adult Use the bathroom appropriately 	<ul style="list-style-type: none"> Use computers appropriately Stay on assigned tasks Come with your Chrome Book charged every day 	<ul style="list-style-type: none"> Return materials after use Sign in and out when coming and coming from school 	<ul style="list-style-type: none"> Be on time Respect neighbor's property
Work Hard	<ul style="list-style-type: none"> Participate in the activity Complete work with best effort Ask for help appropriately 	<ul style="list-style-type: none"> Walk quickly and get to class on time 	<ul style="list-style-type: none"> Use good table manners 	<ul style="list-style-type: none"> Include others in your game Participate in activities 		<ul style="list-style-type: none"> Do your own best work 		
Stay Safe	<ul style="list-style-type: none"> Keep hands and feet to yourself Appropriate use of classroom/school materials Ask for permission to leave seat 	<ul style="list-style-type: none"> Lock your locker at all times Walk in the halls Use your own assigned locker Keep your combination private Keep your backpack in your locker 	<ul style="list-style-type: none"> Keep your hands to yourself Walk at all times Remain in the line while waiting for your food 	<ul style="list-style-type: none"> Use appropriate personal space 	<ul style="list-style-type: none"> Keep bathroom clean 	<ul style="list-style-type: none"> Appropriate use of materials (including chairs) Keep hands and feet to yourself Keep your password private Use only your RBUSD account 		<ul style="list-style-type: none"> Use crosswalks and obey pedestrian traffic laws at all times Wear helmet when riding bike Walk bike while on school grounds



ATTENDANCE

Parents are requested to call the office the morning of their student's absence (310-798-8616 ext. 3702). If a call is not received, every effort will be made to contact a parent at home or place of employment to verify that the absence is excused and not a truancy. If you did not call the office, a written note signed by the parent which includes the student's first and last name, reason for absence and dates of the absence must be presented to the office before school upon their return to school. Students with a note will be given a readmit slip to present to their first period teacher. Students with excessive absences/tardies may be referred to the School Attendance Review Board. Excused absences: illness; medical, dental, legal appointments; bereavement or religious holidays.

BICYCLES and BACKPACKS

Students may use backpacks to transport books and belongings to and from school and then keep them in their assigned lockers between 8:00 a.m. and the end of the school day. Please plan to use a backpack that will fit appropriately in your locker. Locker measurements are: height - 34 inches, width - 11 inches, depth - 12 inches. Students who are not able to fit their backpack in their lockers have the option to store large, rolling backpacks in the back of the library during the school day, with parent permission. The school assumes no liability for backpacks stored in the Parras Library.

For everyone's safety, bicycles are to be walked on the school grounds. During school hours bicycles must be locked in the bike cage. Bicycle helmets are required at all times when riding to and from school. Students not wearing a bicycle helmet will lose the privilege

of riding a bicycle to school and may receive a citation from our school resource officer. The school assumes no responsibility for bicycles.

BEHAVIOR to and from SCHOOL

The school's discipline standards and consequences apply not only to students when they are on campus, but also on the trip to and from school. This includes going to, during, or coming from a school-sponsored activity such as a school fieldtrip. It is important the students travel to and from school in a safe and courteous manner. Students are not to trespass on private property en route to school or home. Students using bus transportation are required to follow the same rules.

BREAKFAST PROGRAM

Parras Middle School offers a breakfast program in the patio each morning from 7:30 a.m. - 8:00 a.m. When finished with breakfast, students will report to the blacktop area until the bell rings. Menus and prices are available in the school office.

CELL PHONES

Students must have an "Agreement for Use of Personal Electronic Signaling Devices" signed by a parent and on file in the school office to carry a cell phone on campus. Students may carry a cell phone at school but may not turn it on unless directed by a staff member. Students may turn on their cell phone after school off campus outside the double doors. Students not following these guidelines will have their privilege to carry a cell phone revoked and the device impounded. On a first offense, parents may come to retrieve the phone. On the third offense, privileges will be lost for the remainder of the year. **On the first offence, a student will lose their privilege to carry a phone if he/she takes a picture, videos or records a staff member without permission.**



CITIZENSHIP GRADE STANDARDS

Students have the right to learn, and teachers have the right to teach. In order for us to work

together on this goal, the following is a general outline for student behavior and citizenship in the classroom.

CITIZENSHIP MATRIX

Students are to be given new Citizenship grades each quarter.

Students are placed on the PSA list for either 2 Us, 2 Fs, or a GPA below a 2.0

	Behavior	Attendance
O Outstanding	CONSISTENTLY: <ul style="list-style-type: none"> • Obeys school and class rules • Demonstrates a positive cooperative attitude • Shows respect to people and property • Demonstrates integrity • Uses appropriate language • Practices self-control 	CONSISTENTLY <ul style="list-style-type: none"> • Attends class (No truant absences) • Arrives on time (1 tardy per quarter)
S Satisfactory	USUALLY: <ul style="list-style-type: none"> • Obeys school and class rules • Shows respect to people and property • Demonstrates integrity • Uses appropriate language • Demonstrates a positive, cooperative attitude • Practices self-control 	USUALLY: <ul style="list-style-type: none"> • Attends class (No truant absences) • Arrives on time (2 tardies/CABs per quarter)
N Needs Improvement	INCONSISTENTLY: <ul style="list-style-type: none"> • Obeys school and class rules • Shows respect to people and property • Demonstrates integrity • Uses appropriate language • Demonstrates a positive, cooperative attitude • Practices self-control • Serves detention 	INCONSISTENTLY: <ul style="list-style-type: none"> • Attends class (1 truant absence per quarter) • Arrives on time (3 tardies per quarter)
U Unsatisfactory	SELDOM: <ul style="list-style-type: none"> • Obeys school and class rules • Shows respect to people and property • Demonstrates integrity • Uses appropriate language • Demonstrates a positive, cooperative attitude • Practices self-control • Serves detention • Shows no effort to improve 	INCONSISTENTLY: <ul style="list-style-type: none"> • Attends class (2 truant absences per quarter) • Arrives on time (4 or more tardies per quarter)



CLASSROOM RULES

A positive attitude and appropriate behavior are expected of all students so that teachers can teach and students can learn. Our goal is to help students achieve full academic and social potential.

The following standards are expected of all students and adults:

1. Be polite and helpful.
2. Respect your fellow students and adults.
3. No hitting, running, and shoving.
4. Raise your hand before speaking.
5. Keep your desk and classroom clean and neat.
6. Listen when others speak.
7. Bring your materials every day.
8. Maintain regular and punctual attendance.

COUNSELING SERVICES

Parras Middle School offers its student body a comprehensive counseling program. The counseling department team works with students, school staff, parents and the community to promote academic achievement, address personal concerns and plan for the future. To access services, students and parents simply contact the counseling staff in the main office to schedule an appointment. Counseling services are confidential and available to assist students in a variety of ways, including:

- Crisis intervention and stabilization.
- Provide referrals to community services.
- Adjustment to the middle school environment.
- Provide guidance and information for academic planning.
- Enhance and monitor academic progress.

- Develop a positive self-image and cope with the issues of young adolescence.
- Become more successful in peer and family relationships.
- Identify goals for the future and develop plans to achieve those goals.
- Provide assistance and support to parents.

DETENTION

Teachers monitor student behavior and employ consequences such as verbal warnings, phone calls to parents, after-school detention, and office referrals. Detention may be assigned for, but is not limited to:

excessive tardiness, chewing gum, disrupting class, play fighting, shoving, using inappropriate language, inappropriate dress and failure to bring materials to class.

Students exhibiting inappropriate behavior are assigned a twenty (20) or forty (40) minute detention or more. Detention starts promptly at 2:55 p.m. and ends at 3:15 p.m. or 3:35 p.m. Late students are not allowed in and the detention is considered as *a failed to serve*. After school activities, such as athletic practices, are not valid excuses for not serving detention. On modified days, detention is held immediately after school.

DRESS for SUCCESS

There appears to be a definite relationship between appropriate dress, good work habits, and proper school behavior. Recognizing the relationship between personal dress and personal attitude, students are encouraged to dress in a manner that demonstrates pride both in themselves and in their school.

The following guidelines shall apply to attendance at school and all school activities and events:

1. Students are expected to be neat, clean and



appropriately attired for school.

2. Pajamas are not allowed at school, unless an approved spirit day.
3. Shoes appropriate for school activities must be worn at all times. Closed toe and closed back are to be worn at all times. No slippers or house shoes or shoes with high heels are allowed. Students must have proper shoes for PE (Crocs, Toms, Uggs and ballet flats are not proper shoes) and students will earn a non-dress for the day if proper footwear is not worn. Non-dress days may adversely affect students' grades.
4. Clothes shall be sufficient to conceal undergarments at all times. See-through fabrics, sheer, fishnet fabrics (clothing with large holes), halter tops, off the shoulder, low cut tops, and bare midriffs are not allowed. See through shirts may be worn over t-shirts that meet dress code. Tank tops should be approximately 1" wide at the shoulder to cover undergarments.
5. Undergarments may not be visible (i.e. boys - underwear/boxers; girls - bras, undershirts or underwear).
6. ALL skirts and shorts must be as long as the longest finger when hands are placed to the student's side, unless the student is wearing leggings.
7. Sagging and/or baggy pants are not to be worn. Pants need to be properly fitted and/or worn with a belt. Pants may not drag on or touch the ground.
8. No long trench-type coats will be allowed.
9. No facial piercings or piercings that pose a safety risk of any kind are allowed.
10. Dress, accessories and jewelry which contain obscene symbols, signs or slogans,

and/or which slur or degrade on the basis of race, religion, ethnicity, sex, disability or sexual orientation, contain language or symbols supporting sex, drugs, alcohol, or tobacco, and impose a threat of imminent violence or disruption to the orderly operation of the school shall not be worn.

11. No hats, hoods, or beanies may be worn indoors for both boys and girls.

12. Students' faces must be fully visible at all times. Masks are not allowed.

The school may establish reasonable dress and grooming regulations for times when students are engaged in extra-curricular or other special school activities.

Students appearing on school grounds in violation of the dress code will be counseled and given PE clothes to wear or sent home to change clothing.

A student who willfully and continuously violates the dress code may be subject to disciplinary action, including but not limited to detention or suspension from school.

ELECTRONIC DEVICES

Students must follow the rules of the Electronic Use Agreement form. Students are not to use mp3 players or cell phones on campus at any time. Students may use their cell phones before or after school outside the double doors in front of the school.

EMERGENCY CARDS

Emergency cards are kept on file in the school office and used by school personnel only. It is imperative that the information on these cards be complete and up-to-date. In case of emergency, it is your child who will benefit from correct information being available. Students may be released from school only to adults listed on the emergency card. Please notify the office immediately of any



corrections to your emergency information. Again, complete and accurate information is vital.

FIGHTING

Fighting or promoting fighting either on or off campus (before or after school, on the way to or from school) is not tolerated. Rough horseplay or play fighting will be treated as seriously as "real" fights. Consequences may include suspension and/or expulsion for offenses.

GUM

Gum is not allowed on the Parras campus. If a student is found chewing gum, he/she will be assigned a twenty-minute detention.

HALL PASSES

Students are allowed in the halls only with a hall pass or specific written permission from the teacher. It is the responsibility of the student to obtain these passes.

HEALTH AND MAIN OFFICE VISITS

Students are not allowed to come to the health office or main office without prior written permission from their teacher. Students are not to come to the office between periods. They should report to their next class and obtain written permission from the teacher before going to the office. If the nurse or health aide feels that the student should go home, the nurse or health aide will contact the parent. Students are not to call their parent before being seen by the health office personnel.

HEALTH SERVICES

Medication, both prescription and non-prescription, can not be administered by school personnel without the appropriate form signed by both the physician and the parent. This form will be kept on file in the health

office. The physician must include the name of the medication, strength, scheduled dosage and expiration date. Medication must be in the original container and brought by the parent to the health office where it will be kept in a locked cabinet. This policy applies to both short-term and long-term medications.

HOMEWORK POLICY

Homework is an integral part of the educational process. In addition to reinforcing specific subjects in the classroom curriculum, it can be used to develop quality study habits, to encourage growth of individual students to their full potential, to exercise communication skills, responsibility, and to provide each individual student an opportunity to develop independent judgment and to logically connect or challenge facts and ideas. Emphasis should be placed on the quality of the experience and address the academic standards rather than the quantity of work. When assigning homework, staff will take into account the academic needs of students and assign homework that addresses the State of California and Redondo Beach Unified School District standards. The amount of time for homework will reflect the ever-changing demands on the students and the learning community. Homework assignments will be monitored by the teacher to provide appropriate feedback. Teacher grading policy will reflect all aspects of the subject area and is a balance between in-class work, homework, projects, tests, and other multiple measures.

PARENT INVOLVEMENT

We know you want to become involved in your child's educational program. The following suggestions are offered as ways you can show support for your child's efforts.

1. Require your child to place this assignment book in a three-ring binder with subject dividers.
2. Monitor your child's assignments by referring to his/her assignment book on a daily basis.



3. Provide your child with a quiet, well-lighted study area away from family, activities and television.
4. Make some family rules about homework and be consistent about enforcing them.
5. Help with homework briefly, if needed, but don't do the work for your child. If anything more than brief help is needed, write a note explaining the problem to the teacher and attach it to the homework.

Every effort is made not to assign homework over the weekend; however, many students who are involved in after-school activities may choose to complete long-term projects over the weekend. Parents may check the teacher's website to for homework assignments. In the event of an acceptable absence of fewer than two days of school, students should utilize their homework partners. Students should obtain the names and telephone numbers of two reliable students in each of their classes (students may place the names and telephone numbers of the *study buddies* in their assignment book). Students should call their study buddies.

HOMEWORK MAKE-UP POLICY

- Homework can be requested after a student has been absent at least two or more days. Requests must be made to the office the day before you wish to pick up the missed work. Assignments will be ready in the office by 3:00 p.m. the following day. Upon the student's return to school, the student should also get further instructions from his/her teachers.
- Students who know that they may be out of school for three or more days may request work ahead of time. At least one week's notice is requested in writing to allow each classroom teacher to compile the work.
- The student typically has a day for each school day missed to make-up missing assignments.

- For special projects (i.e., term papers, book reports), the deadline may not be extended or the teacher may deduct points for late work (please consult the classroom teacher). In addition, some classroom assignments cannot be duplicated (i.e., science laboratory experiments).

Note: It is the school policy not to accept late work after the allowed make-up period of time due to excused absences except at the discretion of the individual teacher. Students who are truant forfeit their opportunity to make up the work.

PARRAS HONOR CODE AND HONESTY POLICY

The faculty and staff of Parras Middle School expect all students to adhere to the Parras Honor Code and Honesty Policy. Students are expected to do their own work at all times except when the teacher directs otherwise.

- Plagiarism (the practice of using someone else's ideas and words as your own) will not be allowed. This includes using information directly copied from computer programs and/or the internet.
- Students are considered cheating when they are engaged in copying another student's work, allowing another student to copy their work, supplying another student with answers, talking (regardless of the content of the conversation) during an examination, using study aides (including calculators when not allowed) during examinations, and plagiarizing on any assignment and/or tests.
- Cooperative learning is the process of two or more students exchanging ideas and contributing to a group outcome. Each student is responsible for a specific task. It is not that one student does all the work and the other student just copies it.



- Homework and/or other activities assigned as independent practice are to be done individually and not shared.
- Using notes or other study aides during examinations, unless allowed by the teacher, will not be tolerated.

Consequences for Cheating:

1st Offense: 0 (zero) credit for the assignment or test. No make-up permitted. Written notification to parents of occurrence.

2nd Offense: 0 (zero) credit for the particular assignment or test. No make-ups permitted. Written notification to parents of occurrence. Citizenship grade for that quarter dropped one grade at the discretion of the teacher based on the severity of the offense.

3rd Offense: 0 (zero) credit for the assignment or test. No make-ups permitted. Written notification to parents of the occurrence. Team conference with parent and student. Citizenship grade for semester dropped by one grade.

4th Offense: 0 (zero) credit for the assignment or test. No make-ups permitted. Written notification to parents of the occurrence. Referral to school administrators for disciplinary action.

HONOR ROLL

The following criteria must be met in order to be on the Parras Honor Roll at the end of each quarter. Only classes taken at Parras are used for the Honor Roll. A minimum 3.5 grade point average is required. Physical Education grade is included. Grade point averages are not rounded off (a 3.49 is not rounded off to a 3.50). All grades must be A, B, C. All conduct and work habit grades must be O or S.

INTERMURAL AFTER SCHOOL SPORTS

Eligible students may participate in after-school sports during the year. There are three sports seasons: Fall-Girls Volleyball, Boys Football; Winter - Girls and Boys Basketball, Soccer; Spring - Boys Volleyball, Girls Softball. During each season, practices are held twice a week and games are played once a week. Parras students play other South Bay schools. You must maintain at least a 2.0 grade point average and earn satisfactory citizenship grades to be eligible.

LEAVING SCHOOL EARLY

Permission to leave school early may be obtained by bringing a written request from a parent or guardian to the office before the ringing of the first bell. The student will be issued a "Leaving Early Pass" with the departure time indicated.

At the designated departure time, the student should show the pass to his/her teacher. Before leaving, the student will report to the office to meet his/her parent. Please bring a note before school to avoid unnecessary classroom interruptions.

LEAVING SCHOOL

Students must leave school 15 minutes after dismissal time unless they are participating in an approved after school activity. Any student on school grounds or in front of the school later than 15 minutes after the final bell will be asked to report to the school library to wait for their ride. All students must be off campus at 4 pm unless they are involved in a school activity.

LIBRARY

The library/media center will be open during school hours. Admittance to the library will be by class/pass only during class time. The library will be open during lunch and after school each day until 4:00 p.m. Students are expected to observe all standard rules of behavior while there.



LOCKERS

Each 6th, 7th, 8th grade student will be issued a locker and lock. Students should not share their combination with anyone else! Problems arise when pupils give their locker combinations to others. Students are asked not to leave valuables in the lockers at any time. All students are expected to keep their lockers organized and neat. Lockers are on loan to students and may be opened by school personnel at any time. Students who do not use their locker responsibly may forfeit the privilege. The school is not liable for any stolen items from a student locker.

LOST AND FOUND

Students should check the library and/or office for lost and found items. Please bring any found articles to the office. Items not claimed at the end of each quarter will be donated to charity.

LUNCH

All Redondo Beach schools are closed campuses. No lunch passes will be issued at any time unless requested by a physician. Students may obtain free and reduced lunch applications from the office. When eating or drinking, you should remain seated. Please do not bring any glass containers to school. No sitting on tables. The hallways are closed at lunch and students will not be permitted to re-enter during lunch. After you eat your lunch, please use the trash cans and recyclable containers for your discards. Students are then permitted to go out to the athletic area. When the bell rings you will re-enter the hallways via the Main Hall or Prospect side. **FOOD AND/OR DRINKS ARE NOT PERMITTED IN THE ATHLETIC AREA AT ANYTIME!!!**

NOTEBOOK POLICY

All Parras students must carry a three-ring binder with subject dividers, a pen and pencil pouch, two sharpened pencils, eraser and a pen. Students are not permitted to possess permanent wide/thick tip markers or white out on the school grounds.

PHONE MESSAGES

Phone messages to your child during the school day require the office staff to interrupt the entire class to give your child the message. Therefore, only emergency messages will be given to your child immediately.

PHYSICAL EDUCATION PROGRAM POLICY

All students are expected to purchase and wear the required physical education uniform each day. This consists of a reversible blue and yellow shirt (\$10.00) and blue gym shorts (\$10.00). Properly laced rubber soled tennis/athletic shoes and socks must also be worn. Optional physical education sweat pants and sweatshirts may be purchased through the school. For safety reasons, the Redondo Beach Unified School District prohibits all jewelry and similar items from being worn during physical education class (as is the case with all youth sports leagues).

Students will be assigned lockers which they secure with a combination lock that must be purchased from the Physical Education Department (\$5.00). The Physical Education Department Staff reserves the right to cut any and all unauthorized locks. The school bears no responsibility for lost or stolen clothes or locks. Parras provides all athletic equipment necessary for full participation; therefore, no additional supplies from home are allowed. Students are required to treat school equipment and facilities with proper care.

If an illness prevents a child from participating, the teachers must be given a note signed by either the parent (honored from



one to three consecutive calendar days) or doctor. While the student will still be required to dress out, participation levels may be modified and/or limited, depending on the nature of the ailment. Should a student's activity be restricted for an extended period of time - as determined by the child's physician - an alternate assignment (either a Physical Education Learning Packet or an individualized written report) will be given. Written work, in accordance with school policy, will be evaluated using the *California English-Language Arts Content Standards*.

PLAYGROUND SUPERVISION

The school playground opens at 7:45 a.m. with teacher supervision provided from that time until 15 minutes after the dismissal bell. Students who are not participating in an after-school activity must leave the school grounds within 15 minutes of dismissal time or report to the school library. All students must leave school grounds after 4 pm unless they are in an approved school activity.

PROGRAM FOR STUDENT ACCOUNTABILITY (PSA)

All students are eligible for participation in school activities (assemblies, dances, student council, field trips) if they maintain satisfactory achievement, work habits and citizenship grades. Students who earn less than a 2.0 grade point average, or have 2 F's, or 2 U's in citizenship in a school quarter are ineligible for participation in all school activities for the next quarter. If a student's grades improve with the next quarter's report card, the student's name will be removed from the list. Progress reports are issued mid-quarter and are a good way for a parent to determine if their child is in jeopardy of becoming ineligible because they serve as a warning of inadequate progress.

PROMOTION/RETENTION POLICY

As established by board policy, a combination of multiple measures is used to identify students who are at risk for retention. Proficiency in reading, English/language arts, and mathematics is determined by grades, evaluations of student achievement, and standardized testing. Every effort will be made to notify students and parents - as early in the school year as possible - that minimum academic standards are not being met. A student may be retained in his/her current grade level if recommended interventions are not successful.

PROMOTION CEREMONY AND RELATED ACTIVITIES

This year's promotion activities include: 8th Grade Disneyland Trip, 8th Grade Promotion Dance Party, 8th Grade Promotion Ceremony To be eligible to participate in the eighth grade promotion ceremonies and all related activities, students must meet eligibility requirements established by the Redondo Beach Unified School District. Students with 3 F's or 3 U's in citizenship/work habits during the 4th quarter are not meeting the requirements to participate in promotion activities. Final grade checks will be done at the 4th quarter progress report. Students who have not met the requirements will not be allowed to participate in the Disneyland Trip, Promotion Dance Party and Promotion Ceremony. However, school administration may remove a student from participating in the promotion activities or ceremony if the student is involved in any serious infraction of school or district rules during the last quarter.

SCHEDULES

Students will be issued a class schedule during their August pre-registration time or upon enrollment at Parras Middle School. Every effort is made to place students into appropriate academic courses based on previous grades and test scores. Students who have an academic scheduling concern should



contact their school counselor during the first week of Quarter 1. Changes will not be made after this time, unless it is requested by a teacher. Students wishing to have an elective class change should write a note to their counselor with their request and a parent signature. Requests will only be considered the first week of Quarter 1 and if space in classes is available.

SCHOOL - HOME COMMUNICATION

Communication between the school and home is most important. To ensure that all flyers and school memos reach home, a specific day of the week has been designated for this purpose. Each Thursday, memos are distributed through Advisement classes. Please be sure to ask your child for this information. Parras has an Enewsletter; please call the school to get on the list. Report cards are issued at the end of each quarter and are mailed home. Progress reports are issued midway through each quarter, approximately every 4-5 weeks between report cards and are mailed home. Progress reports are sent home only if a child is earning a C- or below grade on a report card. In addition parent may check the Parent Portal on found at www.parrasmiddle.org for the most current grade and attendance information.

STUDENT COUNCIL

The Student Council is the student government for the school. It has the responsibility of receiving suggestions from students on the development, modification and improvement of school policies, activities and programs. Students are eligible to vote for their Student Council officers by registering to vote prior to the election. Student Council officers represent the general student body's concerns and needs by actively serving on the School Site Council and the PTSA (Parent-Teacher-Student Association).

STUDENT IDENTIFICATION CARDS

Students must carry a student identification card at all times. A picture identification card will be issued at registration. The identification card is free; however, replacements will cost \$2.00.

STUDENT RECOGNITION

To enhance self-esteem and promote positive behavior, Parras Middle School staff recognizes students through the numerous awards. Students are recognized and awarded at quarterly spirit assemblies and by having their names displayed on the campus bulletin boards.

STUDENT RIGHTS

At Parras, students have the following rights:
The right to be safe in school.
The right to learn to their full potential.
The right to use school property and materials.
The right to be respected and have emotional security.
Students are encouraged to stand up for their rights and not allow others to "bully" them on our campus.

TARDY POLICY

Students are expected to arrive at school and classes on time. Tardiness not only interrupts the instructional program for all students, but also makes it difficult for the student to catch up with the day's lesson. If a student is not in class by 8:00 a.m., he/she must report to the office for a tardy slip. Tardies do lower citizenship grades.

Three unexcused tardies to any class period, per quarter will result in one or more of the following consequences:

- Parent contact
- Detention after school for every tardy after three
- Possible referral to SARB (School Attendance Review Board)



Ample time is provided for students between classes. Students are encouraged to organize materials at appropriate times so they are always prepared for class.

Excused tardy - Note from the doctor or dentist on their stationery.

TECHNOLOGY USE

Students at Parras Middle School will be expected to become proficient at using a variety of technological tools. Technological tools and computer networks are to be used in a responsible, efficient, ethical, and legal manner by students in the Redondo Beach Unified School District. Summer registration packets will include Guidelines for Technology Use that all students and parents will sign.

TEXTBOOK POLICY

The books you use cost from \$5.00 to \$100.00 per book. Each student is issued textbooks at no charge. Because of the high cost of textbooks, they must be used for many years. All students must abide by the following:

1. Books must be covered at all times. Detention will be given for books not covered.
2. The student's name must be entered in the front of all books.
3. Students are responsible for all textbooks issued to them. **TEXTBOOKS MAY NOT BE LOANED TO OTHER STUDENTS.**

4. Charges will be issued if:

- a. The textbook is lost, regardless of the circumstances. Please note that this rule pertains to "stolen books." School lockers are provided as a convenience. The school does not accept liability for missing items.
- b. The textbook is damaged, regardless of the circumstances. Failure to return textbooks or to pay charges for loss or damage will result in the withholding of report cards, certificate of promotion, student schedules and yearbooks.

TRAFFIC SAFETY

Skateboards or rollerblading is NOT allowed on the school grounds at any time. This mode of transportation to school is discouraged due to safety and security reasons. Skateboards will be confiscated if ridden to or from school. A parent will need to come to school to pick it up.

VISITORS ON CAMPUS

All persons visiting campus while school is in session must check in through the office. School aged persons who are not enrolled are not permitted on campus during school hours. State Penal Code 653G prohibits loitering in or nearby a public school.



Quarter 1

Grades I will strive for:

Grades I earned (fill out at end of Quarter 1)

Letter Grade | GPA points | Citizenship

Letter Grade | GPA points | Citizenship

Period 1 _____ | _____ | _____
 Period 2 _____ | _____ | _____
 Period 3 _____ | _____ | _____
 Period 4 _____ | _____ | _____
 Advisement _____ | _____ | _____
 Period 6 _____ | _____ | _____
 Period 7 _____ | _____ | _____

Period 1 _____ | _____ | _____
 Period 2 _____ | _____ | _____
 Period 3 _____ | _____ | _____
 Period 4 _____ | _____ | _____
 Advisement _____ | _____ | _____
 Period 6 _____ | _____ | _____
 Period 7 _____ | _____ | _____

Calculate Grade Point Average (GPA): Potential GPA: _____

Actual GPA: _____

- How to calculate:
1. Convert all grades into numerical values:
 - A = 4 points
 - B = 3 points
 - C = 2 points
 - D = 1 point
 - F = 0 points
 2. Add all points together
 3. Divide the sum by the number of courses taken

Example:

Social Studies	A = 4 points
Science	B = 3 points
Language Arts	A = 4 points
Math	C = 2 points
Advisement	B = 3 points
P.E.	A = 4 points
Elective	<u>A = 4 points</u>
Total points = 24 points	
24 points / 7 classes = 3.42	

Attendance Record:

How many days of school do I think I will miss: _____

How many actual unexcused absences did I have: _____

What is your attendance goal for next quarter: _____

What is your academic goal and what will you do to achieve it:

My parent and I have reviewed my academic grades and attendance goal.

Student Signature

Parent Signature



Quarter 2

Grades I will strive for:

Grades I earned (fill out at end of Quarter 2)

Letter Grade | GPA points | Citizenship

Letter Grade | GPA points | Citizenship

Period 1 _____ | _____ | _____
 Period 2 _____ | _____ | _____
 Period 3 _____ | _____ | _____
 Period 4 _____ | _____ | _____
 Advisement _____ | _____ | _____
 Period 6 _____ | _____ | _____
 Period 7 _____ | _____ | _____

Period 1 _____ | _____ | _____
 Period 2 _____ | _____ | _____
 Period 3 _____ | _____ | _____
 Period 4 _____ | _____ | _____
 Advisement _____ | _____ | _____
 Period 6 _____ | _____ | _____
 Period 7 _____ | _____ | _____

Calculate Grade Point Average (GPA): Potential GPA: _____

Actual GPA: _____

- How to calculate:
1. Convert all grades into numerical values:
 - A = 4 points
 - B = 3 points
 - C = 2 points
 - D = 1 point
 - F = 0 points
 2. Add all points together
 3. Divide the sum by the number of courses taken

Example:

Social Studies	A = 4 points
Science	B = 3 points
Language Arts	A = 4 points
Math	C = 2 points
Advisement	B = 3 points
P.E.	A = 4 points
Elective	<u>A = 4 points</u>
Total points = 24 points	
24 points / 7 classes = 3.42	

Attendance Record:

How many days of school do I think I will miss: _____

How many actual unexcused absences did I have: _____

What is your attendance goal for next quarter: _____

What is your academic goal and what will you do to achieve it:

My parent and I have reviewed my academic grades and attendance goal.

Student Signature

Parent Signature



Quarter 3

Grades I will strive for:

Grades I earned (fill out at end of Quarter 3)

Letter Grade | GPA points | Citizenship

Letter Grade | GPA points | Citizenship

Period 1 _____ | _____ | _____
Period 2 _____ | _____ | _____
Period 3 _____ | _____ | _____
Period 4 _____ | _____ | _____
Advisement _____ | _____ | _____
Period 6 _____ | _____ | _____
Period 7 _____ | _____ | _____

Period 1 _____ | _____ | _____
Period 2 _____ | _____ | _____
Period 3 _____ | _____ | _____
Period 4 _____ | _____ | _____
Advisement _____ | _____ | _____
Period 6 _____ | _____ | _____
Period 7 _____ | _____ | _____

Calculate Grade Point Average (GPA): Potential GPA: _____

Actual GPA: _____

How to calculate:

1. Convert all grades into numerical values:

A = 4 points

B = 3 points

C = 2 points

D = 1 point

F = 0 points

2. Add all points together

3. Divide the sum by the number of courses taken

Example:

Social Studies A = 4 points

Science B = 3 points

Language Arts A = 4 points

Math C = 2 points

Advisement B = 3 points

P.E. A = 4 points

Elective A = 4 points

Total points = 24 points

24 points / 7 classes = 3.42

Attendance Record:

How many days of school do I think I will miss: _____

How many actual unexcused absences did I have: _____

What is your attendance goal for next quarter: _____

What is your academic goal and what will you do to achieve it:

My parent and I have reviewed my academic grades and attendance goal.

Student Signature

Parent Signature



Quarter 4

Grades I will strive for:

Grades I earned (fill out at end of Quarter 4)

Letter Grade | GPA points | Citizenship

Letter Grade | GPA points | Citizenship

Period 1 _____ | _____ | _____
 Period 2 _____ | _____ | _____
 Period 3 _____ | _____ | _____
 Period 4 _____ | _____ | _____
 Advisement _____ | _____ | _____
 Period 6 _____ | _____ | _____
 Period 7 _____ | _____ | _____

Period 1 _____ | _____ | _____
 Period 2 _____ | _____ | _____
 Period 3 _____ | _____ | _____
 Period 4 _____ | _____ | _____
 Advisement _____ | _____ | _____
 Period 6 _____ | _____ | _____
 Period 7 _____ | _____ | _____

Calculate Grade Point Average (GPA): Potential GPA: _____

Actual GPA: _____

How to calculate:

1. Convert all grades into numerical values:

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

2. Add all points together

3. Divide the sum by the number of courses taken

Example:

- | | |
|----------------|---------------------|
| Social Studies | A = 4 points |
| Science | B = 3 points |
| Language Arts | A = 4 points |
| Math | C = 2 points |
| Advisement | B = 3 points |
| P.E. | A = 4 points |
| Elective | <u>A = 4 points</u> |

Total points = 24 points

24 points / 7 classes = 3.42

Attendance Record:

How many days of school do I think I will miss: _____

How many actual unexcused absences did I have: _____

What is your attendance goal for next quarter: _____

What is your academic goal and what will you do to achieve it:

My parent and I have reviewed my academic grades and attendance goal.

Student Signature

Parent Signature