



THE CORE ACADEMIC PROGRAM COURSE OF STUDY

Seventh Grade: Language, Math 7 or Algebra, Social Studies, Science, Physical Education, and Elective

Eighth Grade: Language, Math 8 or Algebra, Social Studies, Science, Physical Education and Elective

THE ELECTIVE PROGRAM

Mesa offers a variety of elective choices so that you may explore your interests and abilities: ASB Leadership, Yearbook, School Service, AVID, Spanish, Band, Drama, Reading, and Writing. Computer and technology skills are incorporated into the core program. Electives may vary each year depending on staffing.

ADVISORY CLASS

All Mesa students attend an advisory class period Tuesday-Friday. This class is, in effect, a “home room” for students. Advisory teachers serve as academic advisors and assist students with strategies for success. The advisory teacher monitors student progress, initiates efforts to provide additional support for students’ academic or emotional welfare, and helps ensure students are organized and making effective use of their student planners. This class is also a time where students participate in class meetings and/or lessons in character development, conflict resolution, and social skills.

During advisory, students will also work on mathematics and language arts targets (identified areas that need refinement). Students will have opportunities to strengthen reading skills through the use of the Accelerated Reader program and will compete for medals, prizes, and rewards. Advisory class will also be used to channel all school-to-home communications. We expect students to take notices home and give them to parents!

SCHOOL MATERIALS SUGGESTED

1. A backpack or book bag for books - NO SCHOOL LOCKERS PROVIDED
2. Three-ring binder (metal rings)
3. Pencil pouch that fits in the binder
4. Six dividers for three-ring binder
5. Spiral bound notebooks - college ruled, perforated left margin
6. Three #2 pencils in the pouch
7. Three pens (black, blue, and 3rd color)
8. Binder paper
9. Five report folders for use throughout the year

REPORT CARDS/GRADES

The school year is divided into eight mark periods- 4 progress marks, 2 quarter marks and 2 semester marks. Students are graded academically on their daily work, their homework, and their performance on tests and quizzes. They are also graded on their daily conduct. Progress reports are mailed home at the middle (4-½ week point) of each quarter. Quarter reports are mailed at the end of the first and third quarters...

The semester grades at the end of the first semester in January, and at the end of the second semester in June, become a part of your “grade history” or permanent record. Students earning high marks **on semester report cards in January and June** qualify for our **Renaissance Award Program**. The semester grade reflects the student’s performance for the entire 18-week (two quarters) grading period. Parents are encouraged to contact the school office if they do not receive these reports within two weeks of their issuance.

HOMELINK –All student information will be accessed and changed from Homelink.– It is the parent’s responsibility to sign up. HomeLink is a secure program that allows parents to view their child’s grades and attendance, and much more. It is a vital piece of communication whereby parents can get a glimpse of their child’s performance and stay connected with the school. To take full advantage of HomeLink you will need a windows-based computer, an internet connection, Microsoft Internet explorer (version 5.0 or newer) and your child’s student ID number provided by the School District. HomeLink can be accessed from the Mesa Middle School website. When using HomeLink please keep in mind grades and assignments are not updated daily like attendance. Teachers will issue an assignment and it may not appear in the gradebook for more than a week. Student planners are still the most effective means of communication between teachers and parents regarding homework and assignments.

HOMEWORK POLICY

Homework is considered a necessary part of the learning process and a legitimate demand on the non-class time of students. Students are expected to devote a **minimum** of four hours per week to homework assignments. This guideline reflects total minimum hours per week for all classes. Each teacher develops and states their homework policy in the class course description.

On the first day of school, students are provided this free student planner to record all homework assignments and calendar important events. Students must list their daily assignments by period and subject, and should also include the due date of each assignment. Teachers will provide class time to record assignments in planners. Student planners are used to monitor homework and serve as a means of communication between parent and teacher.

ACADEMIC ASSISTANCE FOR STUDENTS

At Mesa we strive to get students to become more personally responsible for their learning before they transition into high school. We encourage parents to work closely with their child to monitor their progress and seek help when needed. In the event that you fall behind academically, Mesa offers many opportunities to get back on track!

- Make-up assignments and re-takes on tests
- Homework Club M - F in the library (late bus available)
- Monitoring by advisory teacher
- Weekly progress reports (grade checks)
- Student Study Team
- Tutoring support during Advisory class.
- After school Study Labs in core subjects (late bus available)
- Team conferencing with student and/or parent and counselor
- Incentives for academic achievement

CONFERENCES WITH TEACHERS AND COUNSELOR

We have found that many academic and behavior problems can be avoided if there are regular communications between the student, teachers, and parents.

Parent – teacher conferences are scheduled for October for those students who are performing poorly and are at risk for retention. A “Parent Conference Night” is held in November for short conferences for parents who are interested in attending. Individual teacher conferences can be arranged during the year by calling the teacher with whom you want the conference. If you desire a group or “team conference” with the core group of teachers who work with your child directly, you may contact your student’s advisory teacher or the school counselor.

PROMOTION TO THE NEXT GRADE LEVEL

Those students with a failing grade in both Language and Mathematics gain highest priority for Summer School. Successful completion of Summer School will then become a requirement for promotion. Teachers and/or the Counselor will notify those students in need of summer school in May.

ENGLISH LEARNER RECLASSIFICATION:

Each year, a group of English Learner students are reclassified to “Fluent English Proficient” status. This means that these students have satisfied a unique set of criteria, including 1) achieving “proficient” status (with a score of 350 or above) on the English Language Arts and Mathematics California Standardized Test (CST); 2) achieving an overall score of 4 or 5 on the California English Language Development Test (CELDT); 3) scoring 3 or better in every section of the CELDT; 4) earning passing grades overall, with an emphasis on Language Arts and Math; and 5) being recommended for reclassification by the student’s teachers. Reclassification to Fluent English Proficient opens several doors for students, including earning an elective course for the following semester or school year. For more information about reclassification, please contact Mesa Middle School.

ATTENDANCE POLICIES



*Student absences cost the district thousands of dollars in lost revenue every year. This lost revenue translates to less money for our classrooms and your child’s education. Please help by making sure your child is not absent from school unless he or she is ill. **Students with excellent attendance often receive special rewards.***

ATTENDANCE AND TARDY POLICY

We have found that success in school, and regular attendance, go hand in hand. Students are expected to be present and punctual for all classes throughout the year. Illness and Doctor/Dentist appointments are excused absences. Family trips are unexcused. If you know your child will miss five consecutive school days, please contact the school office to arrange for absence contract work.



WHEN A STUDENT MUST BE ABSENT DUE TO SICKNESS OR SOME OTHER OBLIGATION, MAKE SURE A PARENT CALLS THE SCHOOL OR WRITES A NOTE TO VERIFY THE DAYS AND THE REASON FOR THE ABSENCE. STUDENTS MUST PICK UP A RE-ADMIT SLIP FROM THE OFFICE UPON THEIR RETURN TO SCHOOL.

Mesa Middle School does have a 24 hour answering machine. Parents may call our attendance line at **474-3400, ext. 4273** and CLEARLY leave the student’s name, the dates the student was absent, and the reason.

ABSENCES

When a student returns to school after being absent:

1. Student must check in at the front office as soon as he/she returns to school to get an "Admit to Class" slip from the attendance office before going to class.
2. Students must submit a note to the office to get their re-admit. Parents may choose to call the school office, in advance, to explain why their child was absent if that is more convenient.
3. It is the responsibility of the student to ask their teachers for homework they have missed due to an absence. A student's grades will reflect his/her absence if work is not made up.
4. If a student is absent for more than 3 days a parent may call the office for a "homework request". It normally takes 24 hours before work is returned back to the office from your students' teachers for pickup.

TRUANCY

Truancy is an unexcused absence. A student is truant if he/she misses school without a valid excuse, leaves the school grounds without permission, or does not attend all of his/her classes. Students may be assigned after school detention and/or in-house suspension with the possibility of other administrative action. A student who is habitually truant will be referred to SARB (Student Attendance Review Board) for possible placement in Community School or action by the District Attorney's Office.

EXCESSIVE ABSENCES

Concern letters and SARB letters are sent home to parents after an excessive amount of absences accumulate. A student may be considered a 'truant' for excessive absences over the school year. Numerous absences are a concern as good attendance is vital to student academic success.

TARDIES

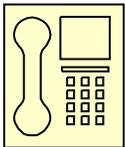
You are considered tardy if you are not in your seat in your classroom with your required materials when the tardy bell rings. If you are tardy come directly to the office. Habitual tardiness on the part of the student will be reported to parents and may be referred to SARB (Student Attendance Review Board). Excessive tardiness will result in after school detention. After school detentions will be held in the office from 2:15 – 3:15 and will be issued upon the fourth (4th) tardy and any additional tardy thereafter. Parents will be given 24 hour notice.

APPOINTMENTS/EARLY DISMISSAL

If a student needs to leave campus, the parent/guardian must come into the office and sign the student out by indicating both the time of departure and reason for leaving. If the student returns to school the same day, he/she should sign in at the school office and get a pass to class. Parents should allow enough time (at least 30 minutes) for our office to call for your student.

PHONE CALLS AND EMERGENCY MESSAGES TO YOUR STUDENT

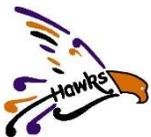
If you need to contact your child to give him/her an urgent message, please be aware of the following:



- Student cell phones may only be used after school. If used, seen or heard during the school day, the phone will be confiscated. However student messages can be retrieved after school.
- If you need the office staff to deliver a message for you in an emergency to your child, you must call the office as early as possible. We cannot guarantee your child will get a message if left after 1:00 p.m.
- We encourage students to make arrangements with their parents in the morning.

We appreciate your cooperation in this matter. It is important to preserve our classroom instructional time free from unnecessary interruption and our clerical time for school business.

GENERAL CAMPUS POLICIES



EMERGENCY PROCEDURES

Mesa has a comprehensive safety plan, which is updated each year. Each year we have on-going training for staff on emergency procedures. Our monthly drills for fire, quarterly drills for earthquake, and twice yearly lockdown procedures involve all students and staff on campus, and are taken very seriously.

During an emergency, students will be under the supervision of their teachers at all times. Students will be supervised until the emergency situation is resolved and students can be transported home. If parents wish to pick up their student, we have procedures in place for that need. Students will only be released to their parents or persons listed on the students' emergency cards. For each child's safety, we cannot dismiss the student to anyone else. **Please be sure your child's emergency card is up to date at all times.** In some cases, a positive identification will be required of adults, such as a driver's license. Our evacuation site is Nipomo High School.

SUPERVISION/CLOSED CAMPUS

Supervision on campus begins at 7:30 a.m. Once students arrive, they may not leave until school has been dismissed at the end of the day—unless they are checked out at the office by a parent. **Students MAY NOT LEAVE CAMPUS to go to another location, such as J.J.'s Market while waiting to attend a school activity.** Students may not go to a friend's house nearby, even with parent permission, while waiting to attend an after school activity. Students must remain in supervised areas at all times when on campus.



A word about early arrivals: Please be aware that campus supervision does not start until 7:30 am. **Students should not be dropped off prior to 7:30 am.**

WHEN YOU CHOOSE TO REMAIN AFTER SCHOOL FOR A VOLLEYBALL GAME, BASKETBALL GAME, OR OTHER EVENT, YOU MUST BE IN A SUPERVISED STUDY LAB OR HOMEWORK CLUB FROM 2:10 UNTIL GAME TIME (SOMETIMES GAMES DON'T START UNTIL 3:30 PM). YOU MAY NOT "HANG OUT" ON CAMPUS UNSUPERVISED OR LEAVE CAMPUS AND RETURN WITHOUT AN ADULT.

LIBRARY/MEDIA CENTER

The library/media center is for quiet study. All school rules for behavior apply in the library. Computers are for educational purposes only. E-mail access is restricted to use for class assignments only when a teacher is present. Personal email use is not allowed. Mesa identification cards are required to check out all library materials. A student may check out up to four library materials at a time, and books are due in two weeks. Late fines will be assessed and collected even at NHS/AGHS if not paid. Please return all library materials on time. All students are required to have a signed parent permission slip/Internet use form in order to use the INTERNET.

COMPUTER USE

Students have many opportunities to use computers and access the INTERNET as part of teaching and learning. All students must sign a "computer use" agreement in order to have access to Mesa's technology. Inappropriate use of a computer, failure to exercise care of laptops or other equipment, accessing inappropriate sites on the INTERNET is strictly prohibited. Violation of our computer use policy will result in disciplinary consequences and students may lose the privilege of using technology here at Mesa.

TEXTBOOKS

Textbooks are provided on a loan basis. A set of textbooks will be provided to all students for use at home. Students will be held responsible for their care. Books must be paid for if lost or damaged. A student may cover his/her books to protect them. All books and supplies must be accounted for before promotion, transfer, or issue of report cards.

TELEPHONE

We encourage you to make arrangements with your parents in the morning before leaving home each day. However, you may use the telephone in the office at break or lunch if you need to contact parents in cases of need or emergency.

CELLULAR PHONE/MOBILE COMMUNICATION DEVICES/ELECTRONIC SIGNALING DEVICES:

As cell phones become more a part of our everyday lives, they are more prevalent on our middle school campuses. As important as they may be, they can create significant distractions to students and disruptions to the learning environment. **Cell phones are allowed at Mesa Middle School subject to the following rules and regulations:**

Cell phones during the school day:

Cell phones must be TURNED OFF AND KEPT OUT OF SIGHT during the school day including before school, break, and lunch. Students may turn cell phones on and use them upon being dismissed from their last class of the day and before arriving at any structured after school activity.

Cell phones during after school activities:

Structured Activities

Cell phones must be TURNED OFF AND OUT OF SIGHT during structured after school activities such as the Bright Futures after school program, club meetings, and tutoring.

Unstructured Activities

Cell phones are allowed at unstructured after school activities such as sporting events in the gym as long as their use does NOT CREATE A DISRUPTION TO OTHERS. The school supervisor will exercise their discretion as to whether or not the use of the cell phone is appropriate.

Violations of Cell Phone Policy:

- 1st violation - The cell phone will be confiscated and held in the office. Detention will be assigned for each/and additional violation. The student may pick-up the phone after school.
- 2nd violation - The cell phone will be confiscated and held in the office. Only the parent/guardian will be allowed to pick-up the phone. The student will be assigned a disciplinary consequence such as after school detention. Parent will be notified of the school's cell phone policy.
- 3rd violation - The cell phone will be confiscated and held in the office. Only the parent/guardian will be allowed to pick-up the phone. The student will lose privileges of being in possession of any cell phone on campus for the remainder of the semester or year (to be determined by administrator).
- 4th violation - If the student is in possession of any cell phone on campus after having lost privileges, the cell phone will be confiscated and held in the office. Only the parent/guardian will be allowed to pick-up the phone. The student will continue to have a loss of privilege to possess a cell phone on campus and may be suspended from school for up to 3 days for continual defiance of school rules and the valid authority of administration.

CELL PHONE GUIDELINES

- Cell phone use off campus, on the bus and at school related events is at the discretion of administration.
- School administrators, teachers and/or authorized staff may confiscate cellular phones and other electronic devices from students at any time during the school day if used in violation of California Education Code or school rules, or due to disruption, academic integrity and/or safety related concerns.
- When electronic devices or cell phones are confiscated, students are prohibited from removing their battery, locking the phone, or removing their memory chip.
- Electronic devices and/or cell phones seized shall be inspected and inventoried. If data therein indicates that the student has used the item for improper purposes, including, but not limited to, violation of California Education Code, cheating or the violation of the rights of other students, appropriate action will be taken by school authorities.
- Students are prohibited from using electronic devices or cellular phones at school as recording devices and/or cameras.
- The district or its employees will not be responsible for lost, damaged, or stolen personal electronic/gaming devices.

DRUG DOGS

The District will periodically use dogs for the purpose of searching the buildings, PE lockers, and personal possessions of persons on campus to determine the possible presence of drugs, alcohol and/or other items that students are forbidden by school policy to possess.

BICYCLES

All students who bring a bicycle to school must have their bicycle individually locked to the bicycle rack. Students bring bikes at their own risk. Students must wear a helmet and walk their bike when arriving or departing campus since riding bicycles on campus is prohibited.

SKATEBOARDS

Skateboards are not allowed on campus at any time unless the student has an administrator's permission to bring it for a specific activity. Students may not ride skateboards, roller blades, or bicycles on campus.

BREAKFAST/LUNCH PROCEDURES

You may eat lunch only in designated areas- the quad area or in Hawk Hall. The main field will be open at break and lunch for sports activities but students MAY NOT take food out to the athletic field or other areas of campus.

Students will receive an application for free or reduced breakfast/lunch and information about the school lunch program in their school packet. Applications may also be obtained from the school office. We strongly encourage all eligible students and families to participate. Breakfast will be served before school and at break.

LOST AND FOUND

If you find something of value and keep it, this may be considered theft. If you find something, turn it in! All lost and misplaced items found by students are to be turned in to the school office. Students are encouraged to check the LOST AND FOUND in the office as well as in the PE locker rooms for lost clothing or items. Lost clothing is discarded or donated to charity each month. If something of yours is stolen, rather than lost, report the theft to a teacher or administrator right away. Students should keep valuables and backpacks in their possession at all times.

VISITOR PASSES

Parents are invited to visit classrooms, but must make contact with the instructor at least 24 hours before the visit is made. Parents must check in at the office before going to class on the day of their visit. Students who are not currently enrolled at Mesa Middle School may not visit classes. They may not visit on campus unless attending an after school performance such as a drama production or band concert or athletic game.

PHYSICAL EDUCATION

All students must participate in physical education and wear the appropriate P.E. clothes. ALL students will dress out in PE. The only exceptions will be:



- A note from a physician indicating why the student cannot participate in P.E. and approximately how long the student will not be able to participate.
- A note indicating a minor illness or situation that would not allow the student to participate for no more than three days. A parent or guardian must sign this note.
- A one-day excuse at the discretion of the P.E. teacher.

Each item (including socks) must be marked with full last name and first initial. P.E. clothes should be laundered weekly. Loaner clothes are available on a temporary, per need basis.

Make sure you bring shoes appropriate for running and PE activities!

Students should always lock valuables in PE locker when participating in PE.

MEDICATIONS

If a student is to take any medication at school, arrangements must be made through the office. A doctor's authorization to take medication must be filed by the parent. The medication must be clearly marked with the student's name, name of medication, and date from pharmacy. No medications, including aspirin, will be given to a student unless the above conditions are met. Students who possess medication while at school without permission will be assigned disciplinary consequences including possible suspension.

FUNDRAISING

In order to provide a wide array of activities and opportunities for student involvement, the Associated Student Body (ASB) sponsors an annual fundraiser in the fall. Participation in the fundraiser is voluntary. Students who choose to participate are rewarded with incentives.

STUDENT SUPPORT SERVICES

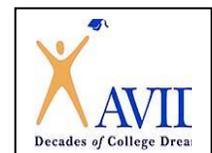


COUNSELING

Mesa Middle School is committed to supporting students emotionally, socially, and academically. The level of support offered through the following services will vary depending on the counseling staff available to serve our student population at Mesa.

The Mesa counselor supports students in a variety of ways: individual drop-in counseling, support groups, referrals to outside services, and academic monitoring. The counselors work with students, parents, and staff to help ensure student academic success. Parents and students are first encouraged to speak directly with teachers about course work concerns or specific problems regarding a particular class. However, there are some general suggestions that may be useful in order to help students academically.

- **Individual and group counseling:** the counselor works individually with students to help deal with personal and family concerns, which may be interfering with schoolwork. Sometimes students who are experiencing similar problems may work together in a confidential group setting.
- **Team meetings and Student Study Team (SST):** Team meetings involve the parent, counselor, and teachers and are usually convened after school. Team meetings provide teachers, parents and students with an opportunity to work together to resolve problems and promote student success. Student Study Team meetings are a formalized that are scheduled when other interventions have not been successful. Often times it is in a Student Study Team meeting that team will explore the possible need for an alternative study program, special education services, and more complicated questions.
- **School wide counseling programs:** There are many school wide programs in place every year to enrich and add to Mesa's school-life. Mesa is a school committed to a strong academic program and a rich extra-curricular school life.
- **AVID:** Mesa's counselor serves as a member of the AVID site team and as a resource for AVID parents and students. **WHAT IS AVID?** AVID is a program for under-represented students who have the potential to do well in a college preparatory course of study. AVID students are enrolled in a college preparatory sequence and receive the extra academic and motivational support to succeed.



P.E.I. PROGRAM (PREVENTION AND EARLY INTERVENTION)

Mesa's counselor refers students and families to our PEI program for additional support. Our PEI program consists of a Student Support Counselor, a Family Advocate Counselor, and a Youth Development Specialist, who work together to provide direct services and referrals for students and families in need.

SCHOOL PSYCHOLOGIST

Our school psychologist is on campus one day per week. She assists with SST team meetings, IEP meetings, and the identification and assessment of students with disabilities and special needs.

SPEECH THERAPIST

The speech therapist is on campus as needed to work with our students who need speech and language services.

SCHOOL NURSE

The school nurse is on campus one day a week to provide medical support for our students. She monitors students' immunization status, health needs, and medications. She also assists with SST team meetings.

SPECIAL EDUCATION STAFF

Our special education staff is highly trained to meet the needs of our special education students. They provide direct classroom instruction as well as provide collaborative support in regular education classrooms. They serve as a resource to both teachers and parents. An instructional assistant supports each special education teacher in order to foster student success.

S.A.F.E. NIPOMO FAMILY RESOURCE CENTER

S.A.F.E. Nipomo Family Resource Center serves schools within Lucia Mar Unified School District, including Mesa Middle School. In partnership with the school, public agencies, and community organizations, SAFE provides counseling services and links families to community resources. If you want to refer a student for services or need assistance, you may contact the Family Advocate counselor at 474-3400.

STUDENT ACTIVITIES



ELIGIBILITY FOR SPORTS AND EXTRACURRICULAR ACTIVITIES

In order to participate in sports and school activities, you must meet certain minimum standards.

- You must have a 2.0 GPA and no F's on your quarter or semester report card.

ACTIVITY BAN

Students on activity ban **may not** attend extracurricular activities. Activity bans are 10 school days long and begin the day after a student finishes serving a disciplinary consequence (after school detention, in house suspension, suspension). During those 10 days of activity ban, a student **may not** attend any extracurricular activities such as games, dances, 8th grade promotional parties, 8th grade pool parties, etc.

8TH GRADE END-OF-YEAR AND PROMOTION ACTIVITIES

To celebrate the end of their middle school journey, as well as their promotion to high school, fun activities are planned for 8th grade students at the end of the school year. For students to be eligible to participate in these activities, they must meet the following criteria from May 1 through the last day of school: • No school suspensions May 1-June 9. • No In-House suspensions during May 1- June 9. • No truancies or unexcused absences May 1-June 9. • No more than one failing grade as of May 27, 2016. • Not on expulsion-related 8-week Activity Ban. • No more than 5 detentions earned during 4th quarter.

AFTER SCHOOL BUS

Mesa provides an after school bus 5 days a week in order to support student participation in after school activities such as Homework Club, Study Labs, band and drama practices, sports practices and games. Seating is limited and students who stay for mandatory Study Labs have first seating priority. The bus leaves Mesa at 4:30 p.m. and drops students near Nipomo Elementary, near Dana Elementary, and the near the old Nipomo Recreation Center. Any student who stays after school is expected to be in an activity supervised by an adult on campus.

BRIGHT FUTURES

Bright Futures is an after school program run on the Mesa campus every day that school is in session. The program hours are from the end of the school day until 6:00 p.m. Busing is available on a daily basis. Classes are offered to students in three key areas: academic support classes, educational enrichment classes and activities classes. Students may pick different classes each hour which allows students a

variety of learning experiences. Enrollment packets will go home to all students at the beginning of the year. All students are encouraged to return the signature form in order to participate in after school activities, study labs and ride the 4:30 bus.

SPORTS

Mesa Middle School offers coed cross-country, boys' and girls' volleyball, boys' and girls' basketball and coed track for eligible students. In addition, Mesa typically fields boys' and girls' soccer teams and a co-ed wrestling team for spring tournaments.

INTRAMURALS

Competitive and non-competitive intramural activities take place at lunchtime. All students are encouraged and welcome to participate. Students may also check out equipment daily from the ballroom for free play on the grass.

CLUBS

Some of our on-going clubs are: FNL Club Live, Chess Club, and YouthAct, ETS, (Educational Talent Search)

ASSEMBLIES

Assemblies and spirit rallies are held to teach, to entertain, to recognize, to honor, to display school spirit and to celebrate. As a member of the audience, you are expected to respect the rights of the performer or speaker, and be courteous and respectful at all times.

STUDENT RECOGNITION

Mesa Middle School recognizes student achievement and improvement throughout the year. Students may be recognized for achievement in subject areas, citizenship, community or school service, attendance and improvement. Rewarding our students for their hard work and academic dedication is a high priority at Mesa.

- **STUDENT OF THE MONTH**

Teachers select these students for their outstanding achievement, improvement in class, or contributions made to the class or school. Photos of the top students of the month are displayed in the office lobby.

- **MESA ACADEMIC EXCELLENCE AWARDS**

Eighth grade students are honored at the end of the year at this awards night. One student is selected by the staff in each core subject and in elective subjects for outstanding performance in academics and citizenship.

- **RENAISSANCE PROGRAM**

The Renaissance Program, which is founded on our belief that all students can achieve high academic standards, celebrates our students' academic success. Renaissance recognizes student achievement with tangible incentives, rewards, and recognition. Students are eligible for a purple or a gold card, which entitle the bearer to special privileges and rewards. GPA will be determined by Administration. Also no F's, and not currently on an activity ban.

PARENT INVOLVEMENT



PTSA NEEDS YOU!

We need our Mesa parents to support our school. Please join PTSA! Get Involved!

We welcome parent involvement at Mesa. Parents are involved in classrooms, in the office, in extra-curricular activities, and as PTSA members. If you have an interest or the desire to help, we would like to have you join us.

MESA HAWK PTSA (Parent, Teacher, Student)

Mesa Hawk PTSA mission is to support and enhance Mesa's learning for all. Its purpose is to raise, manage, and distribute funds to enrich Mesa's educational environment while nurturing community involvement and interaction. PTSA parents assist with many activities and events. We would like to see more parents get actively involved in PTSA. We meet every other month in the early evening with board members meeting monthly. Smaller action committees may tackle specific needs such as campus beautification, literacy support, Yosemite fundraising, etc. PTSA typically coordinates at least one fundraising event. Parent help is needed for all of our activities!

SCHOOL-HOME COMMUNICATIONS

There are a variety of ways we keep parents informed:

1. School newsletters may be accessed via web site and FaceBook throughout the year.
2. Notices are often sent home with students so please check with your child weekly for school communications.
3. Student Planners to check homework and class work.

4. The school's web site is a great way to keep informed.
5. HomeLink - attendance, current assignments, grades, test scores, medical information, emergency contacts.

SCHOOL SITE COUNCIL

Parents, students, and teachers serve on the School Site Council and are responsible for decisions regarding the school-wide plan, expenditures, and school improvement. SSC meets once per quarter (4X per year). If you would like to serve on SSC, contact the principal. We welcome your participation!

ENGLISH LEARNERS ADVISORY COUNCIL (ELAC)

Parents of our Spanish-speaking students are encouraged to participate in ELAC. This group guides the work that we do to support our English language learners and their parents. Please contact our bilingual secretary, Mrs. Munoz, secretary in the school office at 474-3400, ext. 4272. She is vital to help communicate with our Spanish speaking parents.

VOLUNTEERS

Volunteers come on campus in a variety of ways to assist our students and teachers. Contact the office or your child's teacher if you are interested in helping out at school. We love to have parents help in the office on a regular basis! The Lucia Mar School District now requires **all regular volunteers to be fingerprinted and cleared to work in schools.**

COMMUNITY INVOLVEMENT

Mesa is an active member of the Nipomo community and Chamber of Commerce. Students and staff participate in events such as Oktoberfest, Fun Run, Kids' Day and other community events. Drama and Band groups also perform in the local community.

STUDENT BEHAVIOR



SCHOOL RULES

School rules are in effect from **the time a student leaves their house** in the morning to go to the bus, throughout the school day, at all school activities regardless of the time of day, and **until a student returns home from their bus stop.**

TRANSPORTATION ON SCHOOL BUSESSES

Transportation on a school bus is a privilege. Safe and orderly student behavior is expected at all times on the bus and while waiting at bus stops. Disruptive and unsafe behavior will not be tolerated and may result in suspension of bus riding privileges and school disciplinary action. Students and parents are encouraged to promptly report unsafe and disruptive behavior to the bus driver, and to school administration. **Students taking the bus are under the jurisdiction of the school while walking to and from their bus stop.**

VIDEO CAMERAS ON BUSES

Video cameras may be used on school buses to monitor student behavior while traveling to and from school and school activities. Students found to be in violation of the district's bus conduct rules shall be subject to discipline in accordance with district policy.

Sometimes a student's misbehavior is severe enough to warrant both a bus suspension AND a school suspension.

SOCIAL RELATIONSHIPS

Students are expected to show maturity and respect in their relationships. We try hard to keep our school a comfortable place for all age students- we like our students to act like middle school students, not high school students. Overt displays of affection are considered inappropriate for school... no amorous hugging, kissing, holding hands, etc. Students' cooperation with this policy is expected and disciplinary action may be taken to ensure compliance.

LUCIA MAR SCHOOL DISTRICT DRESS AND GROOMING GUIDELINES

The Board of Education believes that every student has the right to attend a safe and orderly school, free from negative influences. The student dress code guidelines will encourage students to dress appropriately for participation in the educational process. In achieving a safe, secure, school environment free from undue distractions, it is considered inappropriate for students to attend school dressed in a manner that is in conflict with any of the following basic guidelines:

1. When the dress of a student brings undue attention to that student to the degree that it distracts other students or teachers from full attention to the educational process.
2. When the dress of a student implies or tends to imply affiliation or empathy with youth gangs or street gangs which advocate violence or participate in the use of illicit drugs or disruptive behavior (this includes plain white t-shirts).

3. When the dress of any student exhibits an advertisement or implied advertisement of an alcoholic beverage, tobacco or nicotine product, illicit drug, drug use, or drug paraphernalia.
4. When the dress of a student creates or has the potential of creating a safety hazard for said student or other students at school.
5. When the dress of a student insinuates any profanity, vulgarity, racist or sexist slurs, or sexual innuendoes. In an effort to provide a safe and educationally sound environment free from undue distractions, the following dress code has been adopted by the Lucia Mar Unified School District:

- All students shall dress and groom for school with attention to, and emphasis on, neatness, cleanliness, safety, and personal and public health. Such things as bare feet, bare chests, half shirts, tube tops, halter tops, sheer blouses or clothing that leaves body exposed unnecessarily, etc. are not acceptable at school.
- Shorts can be worn to school; however, shorts must be in good condition—not torn, tattered, or slit. Length of shorts guideline: When student fully extends arms down at sides, if the shorts do not reach the student’s fingertips, they are too short. Shorts must be of an appropriate length so as not to create a distraction to the learning environment.
- The school district desires to keep the school campuses free from threats or harmful influence of any group or gang which advocates violence, drug use, or disruptive behavior. The wearing or displaying of any apparel, jewelry, accessory, moniker, or grooming which, by virtue of its color, arrangement, trademark, or any other attribute implies affiliation or empathy with such group or gang shall not be permitted.
- The maximum pants waist is not to be larger than the student’s regular waist size. Pants must be worn around waist.

Teachers and staff members are to refer dress code violations to a site administrator for corrective action. When a site administrator determines that a student’s attire is in violation of the dress code, the student shall be required to prepare himself/herself properly before being permitted to re-enter the classroom. (Calif. C.C.R. Title 5, Section 302).

Dress Code violations will result in corrective action such as contacting the parent, and having the student change his/her clothing. Repeated violations will result in disciplinary action such as after school detention.

The Principal and the Assistant Principal will make the final determination of whether or not the student’s dress or appearance is disruptive or inappropriate. Dress code rules are in effect at all school events and activities.

MESA MIDDLE SCHOOL DRESS AND GROOMING GUIDELINES

- No oversized pants or shorts. Pants/shorts must be worn around waist and no underwear may show. Student must be able to walk safely; pants must not sag below posterior.
- Shirts and blouses must cover the torso adequately. Modesty is the key! No “too short” shorts, skirts or shirts. The length of one’s shorts must reach below one’s fingertips. Shirts must have sleeves or straps 1” wide or greater. No underwear showing.
- No holes in clothes above the short line unless colored tights are worn beneath.
- Piercing can be dangerous and distracting and are discouraged. Students may be asked to remove them.
- No exposed bra straps No wild haircuts No handkerchiefs / bandanas
- No Hats No wallet chains No holes in clothes above short line
- No slippers-pajamas No sunglasses No writing on self or others

CYBERBULLYING

Lucia Mar School District has a zero tolerance policy for cyber bullying. Cyber bullying is the use of e-mail, instant messaging, chat rooms, pagers, cell phones, or other forms of information technology to deliberately harass, threaten, or intimidate. Cyber bullying can include such acts as making threats, sending provocative insults or racial, religious, sexual or ethnic slurs, attempting to infect the victim’s computer with a virus, and flooding an e-mail inbox with nonsense messages.

SEARCH AND SEIZURE

When an administrator has reasonable suspicion that a student is in possession of inappropriate and/or illegal item(s) at school he/she may conduct a limited search of a student’s person and possessions. Electronic media devices may also be searched in accordance with District policy. Confiscated items may be returned to parents at the discretion of administration.

NUISANCE / UNSAFE ITEMS

Nuisance items distract students from learning and are not allowed at school. Students are not allowed to bring items to sell or trade at school. **Aerosol spray cans are not allowed at school for any reason. Students using aerosol cans to light the spray on fire poses**

a threat to the safety of others and will face serious disciplinary consequences including suspension/expulsion. Firecrackers, poppers, lighters, matches, chains, glass containers and other such potentially dangerous items are not to be brought to school. Blankets, stuffed animals, curling irons, makeup and video or still cameras are not to be brought to school unless approved by administration. Students will face serious disciplinary action for bringing weapons, replicas, or dangerous objects to school. Appropriate consequences will follow any infraction of this rule and could result in suspension and/or expulsion.

WEAPONS/KNIVES

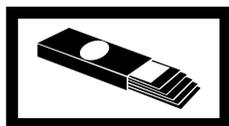
Knives and other weapons are not allowed at school for any reason. Knives include, but are not limited to: Swiss army knives, kitchen knives and keychain knives. Any dangerous object may require a recommendation for expulsion.

LASER POINTERS

Students who bring a laser pen to school are subject to suspension for possession of dangerous object, and referral to law enforcement *Penal Code 417.27*. *No student shall possess a laser pointer on any elementary or secondary school premises unless possession of a laser pointer on the elementary or secondary school premises is for a valid instructional or other school-related purpose.*

IMITATION HANDGUNS

Parents must be aware of the dangers created by replica guns in the hands of mischievous or naive children. The law addresses imitation or replica firearms with several statutes. *It defines an imitation firearm as any BB device, toy gun, replica of a firearm or other device that is so substantially similar in overall appearance to an existing firearm as to lead a reasonable person to perceive that the device is a firearm.* It is also a misdemeanor to remove any safety markings or colorations on an imitation firearm designed to designate it as a toy.



NO GUM...NO GUM...NO GUM!

Gum is not allowed in school. Students who chew gum at school will be assigned campus beautification. Repeat offenders will be assigned afterschool detention.

ACADEMIC HONESTY

Our school has adopted the following policy, as recommended by the State, in dealing with those students who are involved in cheating on tests or class assignments (cheating includes plagiarism from electronic sources). So that all are informed, the following procedures will be followed:

First Offense

1. Teacher will notify parents.
2. Teacher may fail student on assignment or, at teacher's discretion, ask the student to redo it for partial credit.
3. Referral to Administrator for documentation and counseling.

Second Offense

1. Teacher will notify parents.
2. Teacher may fail the student on the assignment.
3. Referral to an Administrator for disciplinary action, which may include suspension (1-3 days)
4. Semester grade may be lowered by one letter grade.

Third Offense

1. Teacher will notify parents.
2. Teacher may fail the student for the semester.
3. Referral to an Administrator for suspension (3-5 days).
4. Student is placed on an Eight Week Activity Ban.

CODE OF BEHAVIOR FOR MESA MIDDLE SCHOOL STUDENTS

Our code of behavior ensures that Mesa Middle School is a good place to teach and learn. We know that learning is best accomplished in an atmosphere of respect, common sense, and order. Our goal is to maintain this atmosphere at Mesa Middle School. Mesa Middle School students are expected to:

1. Be honest at all times.
2. Be considerate of the rights, safety, property, and feelings of others.
3. Be courteous and respectful to all teachers and other adults on campus.
4. Be responsible and accountable for all materials issued to them.
5. Be on time to all classes.



BULLYING

We work hard to create a school free of bullying behaviors. Mesa's staff works hard to "bully-proof" our campus. Bully-proofing a school is a team effort involving everyone and together we can help Mesa continue to be a safe school.

CHARACTER EDUCATION

Mesa strives to produce caring, responsible citizens. Character education is taught and is emphasized school-wide in all areas at Mesa. Character themes (respect, courtesy, cooperation, responsibility, honesty, initiative, commitment, self-control, success, and appreciation) are highlighted each month and students are rewarded for behavior demonstrating the character theme by receiving reward tickets. Reward tickets may be turned in at recognition assemblies to qualify for prizes. Classrooms and school activities highlight these positive character traits throughout the school year.

BEHAVIOR STANDARDS

Teachers at Mesa set common rules and standards so that students benefit from this consistency. These behavior standards are communicated to parents and students in writing at the beginning of each semester so that all students know what is expected of them. *It is our belief that every teacher has a right to teach, and that every student has a right to learn.* Teachers and parents are encouraged to communicate directly with each other when students' behavior needs improvement or commendation.

RIGHTS OF STUDENTS

1. To be challenged to achieve according to ability.
2. To be evaluated according to their performance.
3. To express opinions at the right time, and in the right place.
4. To have a positive learning environment:
 - reasonably quiet and comfortable.
 - reasonable amount of attention
 - reasonable explanation for grading, assignments, and other actions affecting the student
5. To receive fair and consistent treatment.
6. To attend school without having their person or property threatened.

RIGHTS OF TEACHERS (INCLUDING SUBSTITUTES)

1. To be respected as individuals.
2. To be allowed to work at school without threat to themselves or their personal property.
3. To be allowed to teach to the best of their ability without harassment or disruption in classes.
4. To give grades they consider appropriate based on student performance.
5. To require compliance with classroom and school rules.
6. To expect students to comply with consequences for their misbehavior.

GRADE LEVEL DISCIPLINE PROCEDURE

Discipline procedures are used at Mesa Middle School to teach students appropriate behavior and to maintain a safe environment conducive to learning. Each student begins the school year with a perfect citizenship record for their grade level and will start over at semester. Any student, who inhibits a teacher's ability to teach, will receive a grade level detention. Detentions are recorded on a semester basis for each individual class, separately. **Grade level detention is progressive and used in response to offenses that disrupt normal school functioning but are not regarded as major offenses.** A teacher will provide classroom level interventions which may include a conference with the student, notifying the parent and/or counselor regarding the concern, and assigning consequences to deter the misbehavior such as grade level detention.

A teacher shall refer the student to the office using a referral form if the student is unwilling to cooperate with the teacher and has not responded to the classroom level interventions. **Major offenses may result in suspension and/or a recommendation for expulsion at any time, depending on the severity.** School administrators may use their discretion and deviate from the grade level detention when assigning consequences and/or referring students to the counselor when he/she feels it is in the best interest of the student. Students referred to office for more serious behaviors may result in the following consequences:

- After School Detention
- In-house Suspension
- Suspension

See GROUNDS FOR SUSPENSION AND EXPULSION on page 19

DETENTION / PROGRESSIVE DISCIPLINE

Teachers or administrators may use lunch or after-school detention as a consequence for student disruptions, defiance, profanity, etc. **After school detentions will be held from 2:15 – 3:15.** Parents will be notified no later than the school day before the detention is to be served. Failure to attend detention could result in added day of detention or suspension.

ACTIVITY BAN

Students on activity ban may not attend extracurricular activities. Activity bans are 10 school days long and begin the day after a student finishes serving a disciplinary consequence (after school detention, in house suspension, suspension). During those 10 days of activity ban, a student may not attend any extracurricular activities such as games, dances, 8th grade promotional parties, 8th grade pool parties, etc.

SUSPENSION

The Lucia Mar School District and Mesa Middle School take the responsibility to provide a safe and orderly learning environment very seriously. You may be suspended from school for committing a major violation or repeated minor violations of school rules. See "GROUNDS FOR SUSPENSION AND EXPULSION" for a complete listing of the reasons why a student may be suspended from school.

Mesa Middle School rules are consistent with district policy and state statutes. A California Education Code 48900 outlines various behaviors that are not allowed at school and are grounds for suspension. When investigating potential rule violations and issuing disciplinary consequences, particular attention is paid to ensuring due process rights are followed. Site administrators communicate with parents in a timely manner when their child has been suspended from school.

EXPULSION

If a student accumulates a significant number of days of suspension from school or commits a major offense policy violation, he/she may be recommended for expulsion from the Lucia Mar USD per district policy. If school administrators deem it necessary to recommend a student for expulsion, a formalized process is undertaken by the superintendent's designee to ensure all due process rights are protected. Some students who are expelled may be allowed to return to school on suspended expulsion-probationary status. Sometimes students who are expelled from the district must attend either a private school or Community School.

ACTIVITY SUSPENSION IN AN EXPULSION CASE

Students who are on a suspended expulsion will be placed on an activity ban (typically eight weeks) starting the day after the governing board's approval of the expulsion. During the ban, all participation on sports teams and extracurricular activities will not be available to students. This will include, but not be limited to, dances, sports events and activities related to promotion to the next grade level.

Failure to adhere to the ban will result in a request for reinstatement of the expulsion or could trigger removal from the school of attendance and district. Students on a suspended expulsion will not be allowed to take a leadership role on campus. The ban on leadership roles takes place for the duration of the suspended expulsion.

INTERNET ACCESS AND STUDENTS

The Lucia Mar Unified School District (LMUSD) provides access to the Internet and email through the District's computer network. The District's website is located at www.luciamarschools.org. All uses of District computers and networks may be regulated by LMUSD's Acceptable Use Policy (AUP). Access to the Internet from the District and use of its network resources including District email accounts are privileges, not rights. Access may be provided to actively enrolled students with a Student Identification Number for regular instructional activity.

Students may obtain email accounts only through designated teacher or administrative authority at their school. All student users, who access the Internet from any District facility or from a remote location connecting with any District facility, may be required to have an internet agreement form signed by both parent and student on file at the school. Lucia Mar Unified School District is compliant with the Federal Children's Internet Protection Act (CIPA). Specifically CIPA requires school districts to use technology to block access to Internet sites that are: A) obscene, B) contain child pornography, or C) that are harmful to minors. Keep in mind that the blocking technology may not be 100% effective, supervision of children connecting from school or home is strongly encouraged.

Student downloads of music, photographs and/or video must comply with all applicable copyright laws. Furthermore, any music, photographs and/or video should only be downloaded for educational purposes and not personal purposes. Personal downloads, particularly if they are of copyright protected materials in violation of LMUSD's AUP is forbidden and students are subject to discipline for unapproved and/or unlawful downloading activities. Internet activity may be monitored and recorded. The Internet is a public network, and email or other communications on it are not private.

It is the user's responsibility not to initiate access to material that is inconsistent with the goals, objectives, policies, and educational mission of the District as well as adherence to any city, state and federal laws. It is expected that users will not use District equipment or access to threaten, demean, defame, or denigrate others for race, religion, creed, color, national origin, ancestry, physical handicap, gender, sex and sexual orientation or other reason. Any statement of personal belief in email or other posed material is understood to be the author's individual point of view and not that of the District and violation of the AUP can lead to loss of internet/email privileges, and further disciplinary/legal action may also be taken.

GROUNDS FOR SUSPENSION AND EXPULSION

EC 48900 BEHAVIOR
a (1) Caused, threatened to cause, attempted to cause physical injury (<u>threats, mutual combat</u>)
a (2) Willfully used force or violence upon the person of another, except in self-defense (<u>battery, assault with a weapon</u>) OR caused serious physical injury or assault/battery upon a school employee
b Possession of firearms, knives, explosives or other dangerous objects
c Use, possession of, under the influence of, or sale of drugs or alcohol
d Sale of look-a-like substance represented as alcohol /drugs
e Committed or attempted to commit robbery or extortion
f Caused or attempted to cause damage to public or private property
g Stole or attempted to steal school or private property
h Use or possession of tobacco
i Obscene act, habitual profanity or vulgarity
j Possession of drug paraphernalia
k Disruptive behavior; disrupted school activity or willfully defied the valid authority of school personnel
l Knowingly received stolen property
m Possessed an imitation firearm
n Committed or attempted to commit a sexual assault or committed a sexual battery
o Harassed, threatened, or intimidated a pupil who is a complaining witness
p Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma
q Engaged in, or attempted to engage in, hazing as defined in Section 32050
r Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, (as defined in subdivisions (f) and (g) of Section 32261), directed specifically toward a pupil or school personnel.
s A pupil shall not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following: (1) While on school grounds. (2) While going to or coming from school. (3) During the lunch period whether on or off the campus. (4) During, or while going to or coming from, a school sponsored activity.
t Aided or abetted the infliction or attempted infliction of physical injury to another person
u As used in this section, "school property," includes, but is not limited to, electronic files and data bases.
v A superintendent or principal may use his or her discretion to provide alternatives to suspension or expulsion, including, but not limited to, counseling and management program for a pupil subject to discipline under this section.
EC48900.2 Sexual Harassment (as defined in EC212.5)
Pupils in grades 4-12 Unwelcome sexual advances, requests, offensive sexual remarks or visual or physical conduct Sexual conduct of a nature which can be both visual or physical such as touching, impeding, or blocking movements
EC 48900.3 Hate Violence (as defined in EC 33032.5(e))
Pupils in grades 4-12 Caused, threatened to cause, or participated in an act of "hate violence". Hate violence means any act punishable under Section 422.6, 422.7, or 422.75 of the Penal Code.
EC 48900.4 Harassment, Threats, and Intimidation
Pupils in Grades 4-12 Intentionally engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating a hostile or intimidating environment.
EC 48900.7 Terroristic Threats
<ul style="list-style-type: none"> •The act of making terroristic threats against school officials, school property, or both • Any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of \$1,000 with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family.