

Waimea Canyon Middle School 2017-2018

Waimea Canyon Middle School

9555 Huakai Street/P.O. Box 518

Waimea, HI 96796

Phone: (808) 338-6830 Fax: (808) 338-6832

School Website: <http://waimeacanyonms.org>

School FaceBook Page: <https://www.facebook.com/WaimeaCanyonMiddleSchool/>

Mrs. Melissa Speetjens, Principal

Mr. Brian Godsill, Vice Principal

Name: _____ Advisory: _____

First Semester Schedule

Block A	Subject	Teacher	Room #
Block B	Subject	Teacher	Room #

Second Semester Schedule Changes

Period	Subject	Teacher	Room #
Period			
Period			
Period			

Logins & Passwords

ABOUT WAIMEA CANYON MIDDLE SCHOOL

Waimea Canyon Middle School's student body services students in grades 6-8 who live in the communities of Kalaheo, Eleele, Hanapepe, Kaumakani, Makaweli, Pakala, Waimea, Kekaha and Mana. The school is two blocks west of Waimea High School and is bordered by a county park, a residential subdivision, hospital and agricultural land. The school's history dates back to 1972 when Waimea Canyon Elementary School opened its doors to students in grades K-6 from Waimea, Pakala, and Makaweli. In 1977, the intermediate grades (7-8) were added and its name changed to Waimea Canyon Elementary & Intermediate School. In July 2007, the school converted to a middle school and became Waimea Canyon Middle School. The school is accredited by Western Association of Schools and Colleges (WASC).

MASCOT & COLORS

The school mascot is the "Minihune," a younger version of the Menehune, Waimea High School's mascot. In ancient Hawaii, the Menehunes were believed to be small mythical humans similar to elves or leprechauns. The Menehunes were recognized for their perseverance, hard work, team work, and playfulness. The school colors are royal blue and white.

MISSION

The mission of Waimea Canyon Middle School is to empower students to navigate the present and to shape the future.

VISION

Curriculum:

1. a) Curriculum is rigorous, relevant, standards based, and aligned to assessments.
b) Descriptive, project-based, embedded with choices for both students & teachers, involves community.
2. The curriculum is horizontally and vertically aligned to the CCSS Literacy standards.

Instruction:

1. Instruction is aligned to Standards.
2. Instruction is targeted to the daily learning objectives.
3. Instruction is differentiated to address needs of students.
4. High impact, research based instructional strategies are used.
5. Instruction is rigorous and relevant.
6. Instruction is supported with technology - Future Ready/Tech Plan

Assessment:

1. Assessments are aligned to the Standards (Common Core, HCPS III, National/Industry, etc.).
2. Different types of assessments are used to inform instruction and allow for student reflection/growth.

Environment:

1. TRIBES - Mutual respect, attentive listening, right to pass or participate, appreciation/no put-downs.
2. Discipline Policy
3. Growth Mindset
4. Community Parent Involvement

PHILOSOPHY (WHAT WE BELIEVE)

The Waimea Canyon Middle School Community consists of students, parents, faculty, staff, administration, and community members who believe that the quality of education makes a difference in the quality of life. We believe that every child has the right and obligation to learn and acquire knowledge and skills that are needed to be successful in the 21st Century.

We believe members of the school's community greatly influence a child's attitude toward learning. When the school, family, and community share in the responsibility of guiding and supporting all students, excellence in education is achieved.

ABOUT MIDDLE SCHOOLERS

During the middle school years, adolescents between the ages of 10-15 display a wide range of growth and developmental patterns. There are physical, intellectual, moral/ethical, emotional/psychological, and social developmental changes that occur. The middle school is designed to support the developmental needs of young adolescents. All students belong on a grade-level team. It is important that the teachers, school staff, parents, students, and the community function as a team to provide a nurturing learning environment for the children. Elective classes provide students the opportunity to explore areas of interests.

GENERAL LEARNER OUTCOMES (GLOs)

To ensure students use and develop life skills, the six GLOs are stressed. The six GLO's are:

- 1) Self Directed Learner
- 2) Community Contributor
- 3) Complex Thinker and Problem Solver
- 4) Quality Producer
- 5) Effective Communicator
- 6) Effective and Ethical User of Technology

ATTENDANCE POLICY

Regular school attendance is essential for learning and is required by law. Students are expected to be present and prompt for all classes throughout the day. Consistent attendance enables students to grow academically and socially.

A student may be released during school hours with parent's written request indicating the reason, date, and time. The request must be signed by teachers before an official pass can be issued by the office staff. A Parent or Guardian must sign the student out at the office. Any student found off campus during official school hours without a pass is considered truant.

In the case of illness or family emergency, parents/guardians must notify the office if their child is or will be absent by calling 338-6830. Voice messages may be left after school hours. Upon return, student shall submit a written note to the office stating the date and reason for the absence. Students are responsible for requesting and completing any work missed during absences.

CREDIT REQUIREMENTS FOR GRADE LEVEL ADVANCEMENT

Promotion to the next grade level requires students to pass their CORE classes: English, Math, Science, and Social Studies.

REPORT CARDS

Report cards are distributed through advisory class at mid-quarter and the end of each quarter. If families would like report cards mailed home they can pay for mailing or provide four self-addressed stamped envelopes to the school

Mid-quarter progress report distribution

Quarter 1 - Sept 15

Quarter 2 - Nov 29

Quarter 3 - Feb 20

Quarter 4 – May 7

Quarterly report card distribution

Quarter 1 - Oct 27

Quarter 2 - Jan 22

Quarter 3 – April 10

*Quarter 4 – June 8

*Available for pick up at the school office if not being mailed

HONOR ROLL POLICY

Student grade point averages (GPA) are calculated each quarter and students are recognized for the following academic achievements:

Principal's list 4.0 GPA

Honor Roll 3.5-3.99 GPA

STUDENT CODE OF CONDUCT

At Waimea Canyon Middle School, we believe that every student wants to learn and is capable of learning. Furthermore, every student has a right to a positive and supportive environment conducive to learning. To have such an environment, our school has a disciplinary program based on:

- Federal guidelines, State laws, DOE policies and school rules
- Consequences that are reasonable, fair, and consistent
- Consideration of student due process rights
- Strategies and alternatives that prevent and correct discipline problems

When a child misbehaves in school, discipline is viewed as part of the educational process. The child is taught to accept responsibility for his/her behavior and to learn to make better decisions in the future.

Hawaii Board of Education Student Code of Conduct:

<http://boe.hawaii.gov/policies/Board%20Policies/Student%20Code%20of%20Conduct.pdf>

CHAPTER 19 - PROHIBITED STUDENT CONDUCT/CONSEQUENCES

Please refer to the Chapter 19 State of Hawaii, Federal, and Department of Education laws for Class A, B, and C offenses in the booklet distributed to students at the beginning of each school year.

CLASS D:

POSSESSION AND USE OF CONTRABAND

The following are contraband items and not allowed on campus during the school day. The school day is defined as from the time the student arrives to/or on campus Monday – Friday until he/she steps foot off school campus after school. Also, contraband items are not allowed from the time the dismissal bell rings to the time it takes the students to exit the school campus. The school campus includes the school parking lot, the grassy area to the brick wall next to KVMH road/parking lot and all property within the fenced areas surrounding the school and its buildings. **The school is NOT responsible for investigating incidents involving lost or stolen contraband items.**

Electronic Equipment	Toys	Food/Drink	Other
<p>As of Spring 2014, appropriate electronic device use on campus was approved on a trial basis for students.</p> <p>Students are allowed to use electronic devices <i>appropriately</i> before 7:45 am and after 2:12 pm. Every student is responsible for his/her own electronic device. Any electronic device brought to school must be in the possession of that student at all times, the liability is on the owner of the electronic device, NOT the school.</p> <p>Appropriate uses of electronic devices include NO picture taking or videotaping at any time while on campus. Students shall not post any inappropriate words, pictures, or videos on social media sites while on campus. Inappropriate use of electronic device results in confiscation of the item and the parent or guardian will be called to pick up the device from the office. Student will lose the privilege of having an electronic device on campus for the rest of the school year. Chapter 19 rules apply to all electronics device use.</p>	<p>Laser light pointers, toy guns, knives, and swords</p>	<p>Candy, sugary snacks, sunflower or pumpkin seeds, energy or high powered caffeinated drinks, mellow mood drinks, caffeine/energy pills or strips, sugary drinks such as soda and Arizona ice tea</p>	<p>lighters, matches, printed pictures or words that depict nude figures, bikini girls, sexual messages, profanity, alcohol, drug or gang symbols, stink bombs, spray paint, shaving cream, silly string, liquid paper (correction fluid), Sharpie markers, latex & mylar balloons, bandanas, Heely shoes, BBs (gun pellets)</p> <p>Skate and wave boards need to be dropped off at the office before 7:45 am and picked up after school.</p> <p>*Note, students riding bicycles to school will need to walk their bike on the sidewalk to the bike rack once they reach the school campus.</p>

INAPPROPRIATE DISPLAY OF AFFECTION

Kissing (on lips and cheeks), short or prolong hugging, holding hands, clinging, extreme closeness while standing, sitting, or lying down. In addition, sitting on laps, arms around any part of a person’s body and grabbing any part of a person’s body are not allowed on campus or at any school related activity.

DRESS CODE

Students will wear WCMS t-shirts Monday through Friday. Shirts may be purchased online at www.kulathreads.com. School consequences apply if dress code policy is not followed by the student.

SCHOOL SHIRTS

- Shall be worn Monday-Friday, from the time the student steps foot on campus till the time he/she leaves the school campus. Holidays, waiver days, spirit week, team days or field trips do not affect this rule.
- Consist of Waimea Canyon Middle School logo, Team Shirts, WCMS Band Shirts, or any other WCMS created shirt. Waimea High School shirts ARE NOT ALLOWED.

- WCMS shirts will be kept unmarked (no graffiti) and unaltered.
- School shirts will be worn properly and not around the neck or tied in a knot in front, side or back of body, hanging off shoulders or under another short or long sleeve shirt (unbuttoned).
- Students wearing jackets, sweaters, sweat shirts, and short sleeve shirts must wear the school shirt underneath and must show proof of wearing the school shirt when questioned by staff or teachers. School shirts must be worn over long sleeve shirts.
- School or team shirt shall be worn on field trips, team day and community activities.

GIRLS SHORTS/PANTS/SKIRTS*

All girls are to wear Bermudas or Capri length pants, shorts or skirts no more than two inches above the knee cap. Leggings or yoga type pants can be worn with a school shirt providing it covers the private areas (front and back) completely. Students will be asked to borrow a loaner shirt from the office to cover unacceptable attire: pants, shorts, or skirts that expose waist, buttocks and undergarments (low hip hugger pants, see-through pants, shorts, or skirts).

BOYS & GIRLS*

The following is not acceptable or allowed on campus: extremely over-sized pants or shorts that fall below the waist, overalls or coveralls without a shirt, tank tops with large armholes, jacket hoods worn over the head (indoors), T-shirts, pants, backpacks, bags, stickers, notebooks, and jewelry that depict nude figures, bikini girls, sexual messages, profanity, alcohol, cigarettes, drugs or gang messages. Sun glasses, hats or visors are not to be worn indoors. **Footwear must be used at all times while on campus.**

*Any clothing, footwear or accessory that become a distraction or disruption of learning is unacceptable and should not be worn in school.

Students out of uniform will need to change into a uniform. If a change of clothes cannot be brought to campus, a recycled shirt or shorts (if available) will be given to the student. If there are no recycled shirts available, a new school shirt will be issued and the student is responsible for this purchase. Unpaid purchases become a school obligation.

Consequences for violation of the dress code will be enforced.

GUN FREE SCHOOLS ACT / ACT 90

Any student who is found to be in possession of a firearm while attending school shall be excluded from attending school for no less than one full calendar year. Firearms include BB gun, Air Gun, and Paint Ball Gun. Students found with a dangerous weapon may be suspended up to one full calendar year.

SCHOOL INFORMATION

ADVISORY

All students belong to an Advisory class. Planner checks, learning portfolios, GLOs, skill and team building activities are done during Advisory class. Important documents, notices, mid-quarter/quarterly report cards and informational flyers are sent home through Advisory class. A report card grade of satisfactory (S) or unsatisfactory (U) is given for this class. Attendance in advisory is mandatory twice a day.

CONTACT US

Waimea Canyon Middle School
P.O. Box 518
Waimea, HI 96796

Physical Address:

Waimea Canyon Middle School
9555 Huakai Street
Waimea, HI 96796

Telephone: (808) 338-6830

Fax: (808) 338-6832

School website address: <http://waimeacanyonms.org>

Teacher/Staff email: first name_last name@notes.k12.hi.us

CAFETERIA

Cafeteria service includes breakfast and lunch served each instructional day. Breakfast is \$1.10 and sold from 7:20 a.m. to 7:40 a.m. The price of lunch is \$2.50 and extra milk is 60¢. A monthly breakfast and lunch menu is printed and distributed to all students.

CAFETERIA RULES

- Students shall line up quietly and orderly in the correct grade level line with their student ID card in hand and proceed to the service area.
- Students are to sit down and speak quietly while eating.
- All trays and uneaten food are to be placed in the proper receptacles.
- Meals are to be eaten in the cafeteria unless the student has a pass from a teacher or other support personnel to eat somewhere else.
- All backpacks need to be placed on cafeteria hooks or counters (not on floor or stage).

COMPREHENSIVE STUDENT SUPPORT SYSTEM (CSSS)

The Comprehensive Student Support System at WCMS provides all students with a variety of resources and services to help support their academic, behavioral and emotional needs. The SSC can assist in providing support to students who may need educational services (eg. Grade level counseling, Special Education services, 504 services, Mental Health services).

COMPUTER LABS

The school has three stationary labs and a variety of mobile PC lab. Computer labs provide opportunities to enhance classroom instruction, web-based tutorial learning, online assessments, and projects.

CONFERENCES

Two conferences are held during the year. During the 1st Semester, parents are able to meet with their child's teacher during a "parent-teacher" conference. At the second "student-led" conference during 2nd Semester, students share their learning portfolio with their parents. Parents, guardians, or other significant adults are highly encouraged to support their child's progress in school and are invited to meet with their child's teachers, counselor, and/or administrators at any time through the year. Please call the office at 338-6830 if you wish to make an appointment

COUNSELORS

Students may be referred by teachers, parents and other faculty and staff members for counseling based on the student's emotional, behavioral and academic needs. Students may also seek counseling services independently. Parents will be asked to sign a permission form if it is deemed necessary that individual counseling is to be provided.

ENGLISH LANGUAGE LEARNERS

Students, whose primary language is not English or if English is not spoken at home are eligible to receive services from the English Language Learners program. The ELL teacher and ELL tutor assist students in their classes and provide small group pull-out instruction when needed. Interpreters are available during conferences and act as a liaison between the school and home.

FEDERAL FREE-REDUCED LUNCH PROGRAM

At the beginning of the year, each student is given an application to apply for the Federal Free/Reduced Lunch Program. Students who qualified for free or reduced meal benefits the previous school year will continue to receive these benefits for the first 10 days of school. **A new application form must be submitted for the new school year regardless if the student qualified for benefits the previous year.** Families are encouraged to submit an application at anytime during the school year if the household has a decrease in income.

FIELD TRIPS & MEDICAL INSURANCE

The Department of Education no longer requires students to have medical insurance to attend off campus field trips. It is the sole responsibility of the parent or guardian to cover the cost of medical services deemed necessary as a result from injury occurred during field trips.

LOCKERS

Lockers are assigned on a "first-come, first-served" basis starting in March during early fee payment. Students provide their own locks and are responsible for any stolen or damaged school or personal property. Students are also responsible for stolen text books from lockers and will be assessed a replacement cost. Report any problems with lockers to the office.

LOST AND FOUND

Lost and found items may be claimed in the office. Unclaimed items are released to a charity organization at the end of the year.

FAMILY FOCUS ACTIVITIES

WCMS aims to actively engage students, parents, community groups and various resources in coordinated school-wide activities and programs. Activities include Back to School Night, Parent-Teacher Conferences, Student-Led Conferences and other parent involvement programs and events. Look for announcements and detailed information regarding specific events in the school's newsletter, flyers or messages sent home and via email. Please provide an email address on the student's information card if you would like to be placed on the email list.

PARENT NEWSLETTER/SCHOOL'S WEBSITE

Ka Hale Kula O Waimea (Waimea School House or the Home School of Waimea) is the name of Waimea Canyon Middle School's monthly bulletin. It is distributed at the beginning of each month to every student. In addition, the newsletter is posted on the school's website <http://waimeaca.hido.us> Parents and guardians are encouraged to visit the school's website as it contains more information about the school and its events. Parents are also emailed and informed about monthly activities and up-dates. Please provide an email address on the student's information card if you would like to be placed on the email list.

SCHOOL BUS TRANSPORTATION

School bus transportation is available for students who live 1.5 miles or farther from school. An application form must be completed. Allow two weeks for applications to be processed. Students who ride the bus and are attending school on a geographic exception must pay the required cost for riding the bus regardless if they would have qualified for bus subsidy. Curb-to-curb bus services may be provided for Special Education students.

BUS RULES

Students riding the bus are “under authority of and directly responsible to the driver of the bus.” The driver of the bus may assign students to sit in specific seat and enforce other rules that apply to the passenger safety code. (Title 8 DOE, Subtitle 2, Education, Chapter 28, Page 28-29). Chapter 28 instructs the bus driver to file a written report on any student who breaks any safety code no later than two school days after the incident occurs. Any student cited for violating the Passenger Safety Code (part 4 of student application to ride school bus) will face consequences.

Students who ride the bus will remain on campus from the time they disembark until they board the bus again at the end of the school day. Any student found off campus during official school hours is considered truant.

SCHOOL COMMUNITY COUNCIL (SCC)

Waimea Canyon Middle School has a School Community Council. The SCC is made up of six representatives: administrator, student, teacher, classified staff member, parent, and community member. The purpose of the council is to improve the quality of education at Waimea Canyon Middle School. The Council meets once a month in the library and these meetings are open meetings.

SCHOOL HEALTH AIDE

The school health aide provides health services for students while they are in school. First aid is administered as needed. Parents or guardians are notified if further treatment is required. The Health Aide is available from 7:30 a.m. to 2:30 p.m. Please notify the health aide and the school office when there are any changes in address, telephone number, or parent’s place of employment. It is important that this information remain current so that contact can be made quickly in case of an emergency. According to the Department of Health, it is recommended that a student stays home from school due to doctor’s order or any other related illnesses that could infect students and staff members on campus. The health aide can be contacted at 338-6830, extension 111.

SCHOOL LIBRARY

The school library is open at 7:00 a.m. The library offers opportunities for students to do research, study, use the Internet, and borrow books or magazines. Proper library behavior is expected at all times.

Students are responsible for all materials they check out from the library. Borrowing privileges will be denied if a student has any overdue materials or any unpaid library obligations. A minimum \$5.00 will be charged for a damaged library book that doesn’t require a full book replacement. Students will be charged the replacement cost for a lost or badly damaged book or magazine.

SPECIAL EDUCATION SERVICES

Services are provided for students who meet the federal guidelines for Special Education. Students who meet this criterion receive services in various forms. Placement and services are determined on an individual basis through an Individualized Education Plan (IEP). Please contact your child’s index teacher (for students who are qualified) or the SSC for more information about Special Education services.

STUDENT ACTIVITIES

All students pay a student government fee of \$6.00 and a grade level fee of \$5.00. The student government fees are used for student's participation in school-wide extra curricular activities. A school planner is included in the activity fee. The school planner is used as a homework log, communication log, and hall pass. Replacement cost for a planner is \$5.00. The grade level fees are used by teams for team day activities.

TELEPHONE CALLS

In order to minimize classroom interruptions, please help by informing your child of any appointments, transportation arrangements, etc. before they arrive at school. In case of an emergency and your child must be reached, please call the office. Cell phone use is not allowed during school hours.

TEXTBOOKS

All students are provided with textbooks/consumable workbooks. Students are responsible for their textbook or consumable workbook from the time it is issued and assigned. Replacement cost of damaged, lost, or stolen books is the student's responsibility. The average cost of replacing a textbook or consumable workbook is approximately \$35.00 to \$75.00. For damaged books, fees start at \$5.00. Students will not be issued a replacement copy of a book until the lost/damaged/stolen fee has been paid.

CHROMEBOOKS

WCMS offers a 1:1 Technology program. Students who agree to the WCMS Chromebook Policy, pass the Technology Assessment and purchase a Chromebook cover are issued a Chromebook for use during school hours.

VISITORS

All parents/visitors must check in at the office to sign in and receive a visitor's pass. We do not allow school-age children from other schools on vacation or waiver days to visit or attend classes at Waimea Canyon Middle School.

MEAL TRACKER

Meal Tracker is a software program which tracks all of the meal purchases and deposits. Monies are deposited into a student's meal account at the school's office. The student's school ID is scanned by the meal clerk assistant when breakfast or lunch is served. **CASH IS NOT ACCEPTED AT THE SERVING LINE.** Loans are highly discouraged. Parents will be notified by phone using a pre-recorded message regarding their child's low meal account balance. If a student loses his/her school ID, a new one must be purchased at the office for \$5.00.

WCMS Home-School Compact

Student's Responsibilities: Students shall exhibit the six student **General Learner Outcomes:**
Students will:

- Be responsible for my own learning.
- Be a community contributor.
- Be a complex thinker
- Recognize and produce quality performance and quality products.
- Be able to communicate effectively.
- Be able to use a variety of technologies effectively and ethically.

Parents' Responsibilities: These six responsibilities are the Hawai'i standards for parents as partners in learning.

Parents will:

- Attend to my child's physical, emotional, social, and behavioral development.
- Develop the family as my child's first teacher.
- Prepare my child to achieve the Hawai'i Content and Performance Standards at school.
- Provide home support for my child's meeting the Hawai'i Content and Performance Standards.
- Support my child's school and teachers.
- Be a life-long learner and teacher.

Teacher's Responsibilities: These are the State of Hawai'i Teacher Performance and Licensing Standards. These standards are aligned with the National Council for the Accreditation of Teacher Education (NCATE), the Interstate New Teacher Assessment and Support Consortium (INTASC), and the National Board for Professional Teaching Standards (NBPTS).

Teachers will:

- Engage students in appropriate experiences that support their development as independent learners.
- Create a safe and positive learning environment and provide opportunities for all learning types.
- Enrich communication in the learning environment.
- Demonstrate competency in their content area(s) by planning and implementing meaningful, active learning strategies to develop learning experiences for students.
- Assess and evaluate student performance.
- Seek opportunities to grow professionally.
- Establish and maintain communication with parents and members of the school community to support student learning.

Principal's Responsibilities: These are the four standards for school leaders in the State of Hawai'i Department of Education.

Principal will:

- Provide leadership in school and instructional improvement.
- Promote a positive climate for learning, caring and respect for all students and members of the school community.
- Maintain high standards of professionalism.
- Manage the full scope of school administrative responsibilities.

Waimea Canyon Middle School
SY 2017-2018 Bell Schedule

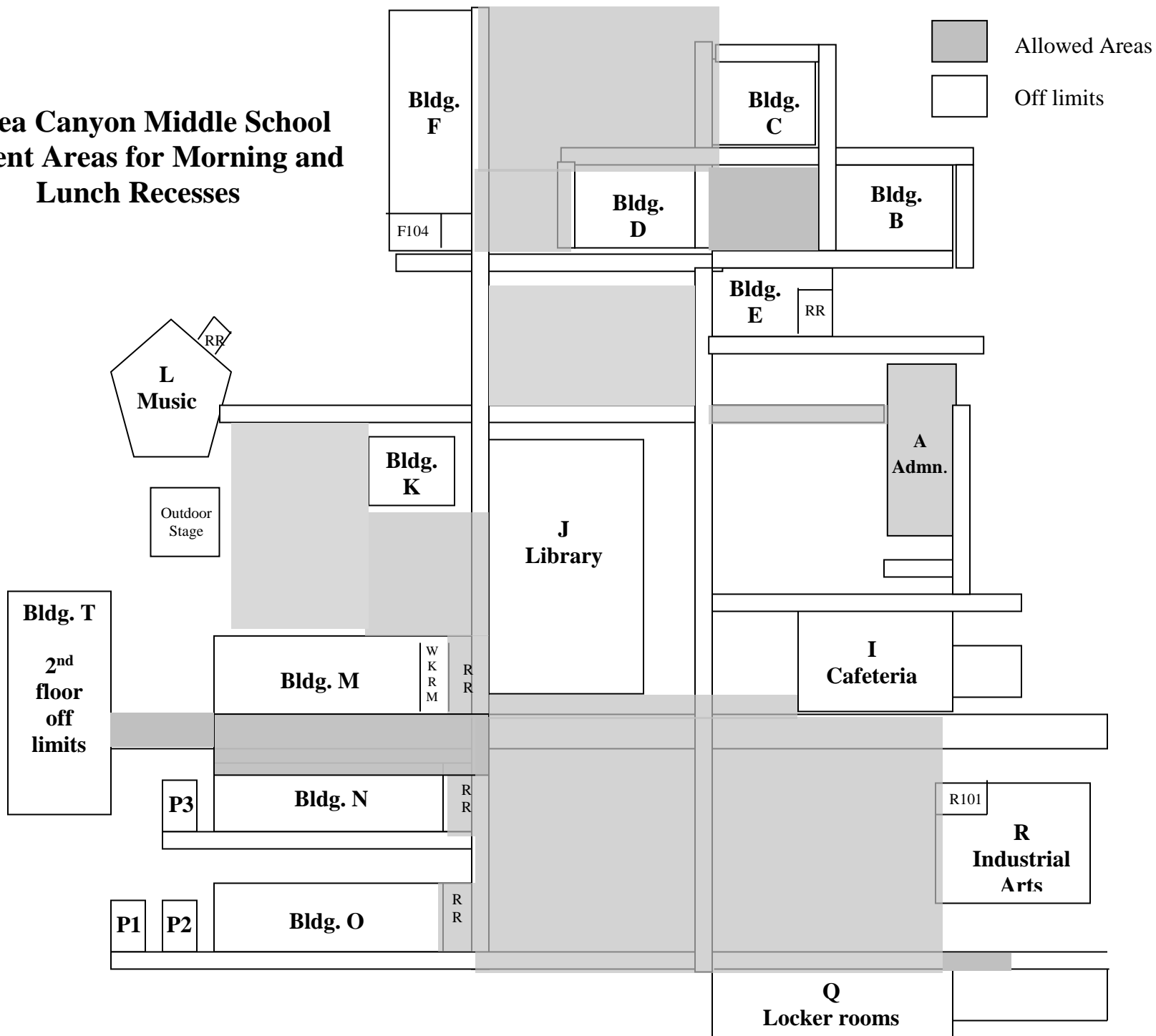
Mondays		
Period	Time	Minutes
1 - Advisory	7:45-7:52	7
passing	7:52-7:55	3
2	7:55-8:39	44
passing	8:39-8:42	3
3	8:42-9:26	44
Recess	9:26-9:41	15
passing	9:41-9:44	3
4	9:44-10:28	44
passing	10:28-10:31	3
5	10:31-11:15	44
Lunch	11:15-11:45	30
passing	11:45-11:48	3
6	11:48-12:32	44
passing	12:32-12:35	3
7	12:35-1:19	44
passing	1:19-1:22	3
8	1:22-2:06	44
passing	2:06-2:09	3
9 - Advisory	2:09-2:15	6
Dismissal	2:15	

Tuesdays, Thursdays		
Period	Time	Minutes
1 - Advisory	7:45-8:10	25
passing	8:10-8:13	3
2	8:13-9:33	80
Recess	9:33-9:48	15
passing	9:48-9:51	3
3	9:51-11:11	80
Lunch	11:11-11:41	30
passing	11:41-11:44	3
4	11:44-1:04	80
passing	1:04-1:07	3
9 - Advisory	1:07-1:15	8
Dismissal	1:15	

Wednesdays, Fridays		
Period	Time	Minutes
1 - Advisory	7:45-7:50	5
passing	7:50-7:53	3
5	7:53-9:13	80
Recess	9:13-9:28	15
passing	9:28-9:31	3
6	9:31-10:51	80
passing	10:51-10:54	3
7	10:54-12:14	80
Lunch	12:14-12:44	30
passing	12:44-12:47	3
8	12:47-2:07	80
passing	2:07-2:10	3
9- Advisory	2:10-2:15	5
Dismissal	2:15	

NOTES

Waimea Canyon Middle School Student Areas for Morning and Lunch Recesses



Achieve3000 Lexile Tracking

1500L+												
1450L												
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