GEORGE WASHINGTON MIDDLE SCHOOL
STUDENT HANDBOOK

Our Mission:	**To develop each student's learning potential in a caring environment.**
Our Values:	**Respect, Learning, Caring, Community and Excellence.**
Our Core Rules:	**Ask Questions, Listen, Try, Do Your Best, Be on Time, Be Prepared and Get Help.**

INTRODUCTION

This handbook serves as a general guide for students and parents/guardians. It is each student's responsibility to be aware of policies contained in this handbook and other school publications, as well as verbal rules and procedures given throughout the school year. Your familiarity with the policies and procedures of George Washington Middle School and DCSD will aid greatly in helping your child be a successful middle school student.

WELCOME TO WASHINGTON

We will provide appropriate experiences by way of courses, activities and co-curricular functions that will stimulate your interests and talents. As stated in our Mission Statement, we are dedicated to help you realize your full potential.

The purpose of middle level education is to improve student achievement. The most effective way to continuously improve achievement is through creation of high expectations for social, behavior and academics. Teachers promote young adolescent development by teaching them to think creatively, identify and solve meaningful problems, communicate and work with others while developing a base of factual knowledge as a foundation to higher order thinking. A secondary goal of middle school is to help student's lead healthy and productive lives by teaching students to care, be compassionate individuals.

During your years at Washington we urge you to develop new friendships, explore more about yourself as a person, and learn to use your privileges wisely and fulfill your responsibilities as a student.

Best wishes for a good year!
Faculty and Staff of George Washington Middle School

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MONDAY – THURSDAY SCHOOL DAY HOURS 7:40 a.m. - 2:30 p.m.

FRIDAY SCHOOL DAY HOURS 8:40 a.m. - 2:30- p.m.

GEORGE WASHINGTON MIDDLE SCHOL TELEPHONE NUMBERS

Attendance Office	552-4811
Guidance Office	552-4810
Main Office	552-4800
Main Office Fax	552-4801
Cafeteria/Kitchen	552-4820

22-23 Monday Schedule			
House 6-1		House 6-2	
7:40 - 8:22	Period 1	7:40 - 8:22	Period 1
8:26 - 9:08	Period 2	8:26 - 9:08	Period 2
9:12 - 9:32	Homebase	9:12 - 9:32	Homebase
9:36 - 10:18	Period 3	9:36 - 10:18	Period 3
10:22 - 11:04	Period 4	10:22 - 11:04	Period 4
11:08 - 11:37	Advisory	11:08 - 11:37	Advisory
11:37 - 12:02	Lunch	11:37 - 12:02	Lunch
12:06 - 12:30	WIN Time 1	12:06 - 12:30	WIN Time 1
12:34 - 12:58	WIN Time 2	12:34 - 12:58	WIN Time 2
1:02 - 1:44	Period 6	1:02 - 1:44	Period 6
1:48 - 2:30	Period 7	1:48 - 2:30	Period 7
House 7-1		House 7-2	
7:40 - 8:22	Period 1	7:40 - 8:22	Period 1
8:26 - 9:08	Period 2	8:26 - 9:08	Period 2
9:12 - 9:32	Homebase	9:12 - 9:32	Homebase
9:36 - 10:18	Period 3	9:36 - 10:18	Period 3
10:22 - 11:04	Period 4	10:22 - 11:04	Period 4
11:08 - 11:37	Advisory	11:08 - 11:37	Advisory
11:41 - 12:05	WIN Time 1	11:41 - 12:05	WIN Time 1
12:09 - 12:33	WIN Time 2	12:09 - 12:33	WIN Time 2
12:33 - 12:58	Lunch	12:33 - 12:58	Lunch
1:02 - 1:44	Period 6	1:02 - 1:44	Period 6
1:48 - 2:30	Period 7	1:48 - 2:30	Period 7
House 8-1		House 8-2	
7:40 - 8:22	Period 1	7:40 - 8:22	Period 1
8:26 - 9:08	Period 2	8:26 - 9:08	Period 2
9:12 - 9:32	Homebase	9:12 - 9:32	Homebase
9:36 - 10:18	Period 3	9:36 - 10:18	Period 3
10:22 - 11:04	Period 4	10:22 - 11:04	Period 4
11:08 - 11:37	Advisory	11:08 - 11:37	Advisory
11:41 - 12:05	WIN Time 1	11:41 - 12:05	WIN Time 1
12:05 - 12:30	Lunch	12:05 - 12:30	Lunch
12:34 - 12:58	WIN Time 2	12:34 - 12:58	WIN Time 2
1:02 - 1:44	Period 6	1:02 - 1:44	Period 6
1:48 - 2:30	Period 7	1:48 - 2:30	Period 7

22-23 Tuesday - Thursday Schedule			
House 6-1		House 6-2	
7:40 - 8:27	Period 1	7:40 - 8:27	Period 1
8:31 - 9:18	Period 2	8:31 - 9:18	Period 2
9:22 - 9:44	Homebase	9:22 - 9:44	Homebase
9:48 - 10:35	Period 3	9:48 - 10:35	Period 3
10:39 - 11:26	Period 4	10:39 - 11:26	Period 4
11:26 - 11:51	Lunch	11:26 - 11:51	Lunch
11:55 - 12:19	WIN Time 1	11:55 - 12:19	WIN Time 1
12:23 - 12:47	WIN Time 2	12:23 - 12:47	WIN Time 2
12:51 - 1:38	Period 6	12:51 - 1:38	Period 6
1:42 - 2:30	Period 7	1:42 - 2:30	Period 7
House 7-1		House 7-2	
7:40 - 8:27	Period 1	7:40 - 8:27	Period 1
8:31 - 9:18	Period 2	8:31 - 9:18	Period 2
9:22 - 9:44	Homebase	9:22 - 9:44	Homebase
9:48 - 10:35	Period 3	9:48 - 10:35	Period 3
10:39 - 11:26	Period 4	10:39 - 11:26	Period 4
11:30 - 11:54	WIN Time 1	11:30 - 11:54	WIN Time 1
11:58 - 12:22	WIN Time 2	11:58 - 12:22	WIN Time 2
12:22 - 12:47	Lunch	12:22 - 12:47	Lunch
12:51 - 1:38	Period 6	12:51 - 1:38	Period 6
1:42 - 2:30	Period 7	1:42 - 2:30	Period 7
House 8-1		House 8-2	
7:40 - 8:27	Period 1	7:40 - 8:27	Period 1
8:31 - 9:18	Period 2	8:31 - 9:18	Period 2
9:22 - 9:44	Homebase	9:22 - 9:44	Homebase
9:48 - 10:35	Period 3	9:48 - 10:35	Period 3
10:39 - 11:26	Period 4	10:39 - 11:26	Period 4
11:30 - 11:54	WIN Time	11:30 - 11:54	WIN Time
11:54 - 12:19	Lunch	11:54 - 12:19	Lunch
12:23 - 12:47	WIN Time	12:23 - 12:47	WIN Time
12:51 - 1:38	Period 6	12:51 - 1:38	Period 6
1:42 - 2:30	Period 7	1:42 - 2:30	Period 7

22-23 Friday Schedule			
House 6-1		House 6-2	
8:40 - 9:19	Period 1	8:40 - 9:19	Period 1
9:23 - 10:02	Period 2	9:23 - 10:02	Period 2
10:06 - 10:45	Period 3	10:06 - 10:45	Period 3
10:49 - 11:28	Period 4	10:49 - 11:28	Period 4
11:32 - 11:42	Advisory	11:32 - 11:42	Advisory
11:42 - 12:07	Lunch	11:42 - 12:07	Lunch
12:11 - 12:35	WIN Time 1	12:11 - 12:35	WIN Time 1
12:39 - 1:03	WIN Time 2	12:39 - 1:03	WIN Time 2
1:07 - 1:46	Period 6	1:07 - 1:46	Period 6
1:50 - 2:30	Period 7	1:50 - 2:30	Period 7
House 7-1		House 7-2	
8:40 - 9:19	Period 1	8:40 - 9:19	Period 1
9:23 - 10:02	Period 2	9:23 - 10:02	Period 2
10:06 - 10:45	Period 3	10:06 - 10:45	Period 3
10:49 - 11:28	Period 4	10:49 - 11:28	Period 4
11:32 - 11:42	Advisory	11:32 - 11:42	Advisory
11:46 - 12:10	WIN Time 1	11:46 - 12:10	WIN Time 1
12:14 - 12:38	WIN Time 2	12:14 - 12:38	WIN Time 2
12:38 - 1:03	Lunch	12:38 - 1:03	Lunch
1:07 - 1:46	Period 6	1:07 - 1:46	Period 6
1:50 - 2:30	Period 7	1:50 - 2:30	Period 7
House 8-1		House 8-2	
8:40 - 9:19	Period 1	8:40 - 9:19	Period 1
9:23 - 10:02	Period 2	9:23 - 10:02	Period 2
10:06 - 10:45	Period 3	10:06 - 10:45	Period 3
10:49 - 11:28	Period 4	10:49 - 11:28	Period 4
11:32 - 11:42	Advisory	11:32 - 11:42	Advisory
11:46 - 12:10	WIN Time 1	11:46 - 12:10	WIN Time 1
12:10 - 12:35	Lunch	12:10 - 12:35	Lunch
12:39 - 1:03	WIN Time 2	12:39 - 1:03	WIN Time 2
1:07 - 1:46	Period 6	1:07 - 1:46	Period 6
1:50 - 2:30	Period 7	1:50 - 2:30	Period 7

INTERNET ADDRESS

George Washington Middle School news may be accessed at: www.washington.dbqschools.org. Please use this site to watch daily announcements, refer to the activity calendar, and to obtain building and district information.

ANNOUNCEMENTS

Announcements of interest to students are read or broadcasted on WTV daily. Announcements are also posted on WTV broadcast at www.washington.dbqschools.org

CANCELLATION OF SCHOOL DUE TO INCLEMENT WEATHER

All school closing announcements due to inclement weather or other emergencies will be announced over local radio and/or television stations. The school weather line is 563-552-3035 carries school closing announcements for your convenience. As Washington phone lines are extremely busy during this time, you may wish to utilize the other option available. You may also check ParentSquare for those announcements.

ADMINISTERING MEDICINE TO STUDENTS

If a student is required to take any medication during school, the school nurse or the health associate will administer the medication in compliance with the following regulations:

1. Written orders from the student's physician must be on file in the Health Office.
2. Parental permission must be granted in writing and on file in the Health Office. All student medications are to be brought to the school nurse in the original container. Medication will be stored in a locked cabinet/container.

LOST AND FOUND

Lost and found is located in the hallway near guidance. Students should check periodically to see if their lost items have been returned. At the end of the each trimester, all unclaimed articles will be donated to a non-profit organization.

GWMS ATTENDANCE AND PUNCTUALITY PROTOCOL

SCHOOL ATTENDANCE

- When a student has been absent between 5-10% or more during the school year (including legitimate medical illness, and possibly vacations), the student's attendance pattern will be closely monitored by the school attendance team. The school attendance team consists of: School Nurse, Counselors, Administrators, Attendance Improvement Team, Student Needs Facilitator and Life Coach.
- For students who have missed five days during the school year, a member of the attendance team may meet with the student to determine what can be done to improve the student's attendance pattern. A parent phone call or letter will be sent inquiring about the student's absences.
    1. Administrator will call the parent to discuss attendance concerns and may possibly schedule an attendance improvement session.
    2. If the parent does not return the Administrator's phone call, a letter will be sent home requesting the parent call the Administrator to discuss the attendance concern.
    3. If there is no improvement in the attendance pattern after the above interventions, the Administrator will seek the assistance of the Truancy Liaison to develop a more formal attendance agreement with the student and parents/guardians.
- If a student has missed 10% or more days, the Administrator may seek the assistance of the Truancy Liaison to develop a formal attendance agreement with the student and parent/guardian.

- When a student has chronic absenteeism, (missing 10% or more of a school year for any reason, including excused absences), a member of our attendance team will contact the student and parent/guardian to develop a plan to improve the student's attendance.

PUNCTUALITY

Late to school: Any student arriving after 7:40 is considered tardy. Students must be in their seats at 7:40 to be considered present and on time.

- 1-4 unexcused tardies to school: A member of the school attendance team will discuss punctuality concerns with the student as the opportunity presents itself.
- 5 or more unexcused tardies to school: Office Referral. A member of the school attendance team will document all previous tardy dates, times and interventions. Office Referral will lead to a historical review of the student's punctuality to school, and may result in a possible consequence from Policy 5200 Menu of Consequences and Interventions, which is located online at: www.dbqschools.org.

Late to class:

- 1-3 tardies to class in one trimester: Classroom teacher may choose consequences from Policy 5200 Menu of Consequences and Interventions. ***However, if the student is more than 10 minutes late to class without a pass, this is an automatic Office Referral.***
- 4 or more tardies to class in one trimester: Office Referral: (The classroom teacher will document all previous tardy dates, times, and interventions in Office Referral Database.)

GEORGE WASHINGTON MIDDLE SCHOOL ETIQUETTE

COMMUNITIES need guidelines so that all of the members of the community know what to do to make the community run safely, smoothly and respectfully. These are guidelines for the important common areas of the George Washington Middle School Community.

OUTSIDE OF SCHOOL ETIQUETTE

Rationale: Students of GWMS belong to two COMMUNITIES: the George Washington Middle School community and the neighborhood community. An appropriate and contributing member of any COMMUNITY shows RESPECT and CARING for the environment and other community members. We show our RESPECT and CARING for the neighborhood when we dispose of our trash properly, when we stay on the sidewalks as we walk to and from school, or when we keep our hands and feet off the property of the people in the neighborhood. We RESPECT our school neighbors by keeping our voices low as we walk to and from school. We show CARING when we make safe choices while crossing the street in the crosswalk areas, getting out of our cars, getting off the bus, or keeping our hands and feet to ourselves. We show RESPECT by greeting each other in a friendly and polite manner. We show RESPECT for the adults who care for us as we arrive or leave by meeting expectations without reminders, listening when they give us direction and greeting them when they greet us. All of the following guidelines are to ensure that the GWMS and the surrounding neighborhood communities are safe, run smoothly, as we arrive and leave school.

Before School

BICYCLES AND SKATEBOARDS:

1. Upon entering GWMS property, please walk your bike or skateboard to and from the bike/skateboard rack area.
2. Use the bike/skateboard racks, and use your own lock with one bike/skateboard per lock.
3. Stand bikes up; do not pile them on top of each other.
4. Bicycle riding, roller blading, roller skating, and skateboarding are all prohibited on school grounds.
5. Students are not allowed to bring skateboards into the building for any reason.

LINING UP/ENTERING THE BUILDING

1. Students must line up in specified areas ONLY.
   - 6th grade Grandview entrance

- 7th grade back parking lot entrance
- 8th grade south entrance

2. Stay on the sidewalk and outside of all doors: you may not be in the foyer/entryway.
3. Stay on the correct sides of the lines. Sixth grade stay to outside of lines. Seventh grade has no lines. Eighth grade stand on side of line closest to the building.
4. Keep your hands, feet, and objects to yourself – no horseplay.
5. You can enter the building from 7:20-7:30 for breakfast. (See Breakfast Etiquette page 9)
6. You cannot enter the building before 7:30 a.m. (It is recommended that students do not report to school before 7:30 a.m.). Only students entering for breakfast can report starting at 7:20 a.m.
    - Unless the weather is inclement
    - An announcement will be made to the outside supervisors
    - Cold below 5 degrees
    - Rain
    - Except Fridays –Students are allowed into the LRC at 7:30. This is a privilege and all school rules must be followed.
    - Other
7. If students choose to eat or drink while outside, they must follow the DCSD Wellness Policy and dispose of all garbage in containers provided. Food and drink can't be brought into the building with exception of packed/sealed school lunch and/or water bottle.
8. Upon entering the building take the most direct route to your locker. Do not go to the other houses.

DISMISSAL

1. Dismissal is at 2:30.
2. Go to your locker and then leave the building directly at dismissal – unless you have specific business; detention, practice, or need to go to the office.
3. Go directly to the area that you are to meet for school activity if you are staying in the building.
4. Do not go to other areas to wait for other students.
5. Exit the building quietly. If you are walking home please leave the property by 2:35 p.m.
6. Use the crosswalk to cross the street – quickly but safely.
7. Follow directions of the adults who are supervising for safety.
8. Students must be out of the building by 2:35.
9. After school activities report to the practice area by 2:35.
10. After dismissal of activity, please wait outside for your ride.

WAITING FOR YOUR RIDE

1. Keep your hands, feet, and materials to yourself at all times.
2. Stay in the 6th grade line up area on the Washington sidewalk; stay off of the bike rack, grass, fire exits and the wall. Please stand on the outside of the painted lines to make room for visitors entering or leaving the building. Do not block the Grandview sidewalk.
3. Keep your voice at an appropriate outdoor level-a voice level that would be appropriate for classroom group work.
4. Keep your language school appropriate at all times.
5. Be respectful to pedestrians (joggers, parents, etc.) who are using the sidewalks; make way for them, speak respectfully to them, and greet them appropriately on your walk home.
6. Respectfully listen to and follow directions of all adult supervisors.
7. Do not run around or play around, disturbing other students or neighbors.
8. Remember when leaving GWMS you are still a part of the GWMS community and you are expected to demonstrate our values.

BREAKFAST ETIQUETTE

Rationale: The GWMS COMMUNITY understands the LEARNING takes place best when students have a good, nutritious breakfast. By offering breakfast, the school community is CARING about the health and LEARNING of each student. The guidelines for the cafeteria during breakfast are intended to ensure that breakfast proceeds efficiently, fairly, and enjoyable for the students and adults who participate. These guidelines build in RESPECT and CARING for all students and adults, and for the cafeteria environment.

ENTERING THE BUILDING/BREAKFAST RULES

1. Staff will be at the entrances at 7:20 to allow students in the building for breakfast.
2. Students may enter for breakfast between 7:20-7:30. If students enter the cafeteria, they must eat breakfast.
3. Students walk quietly to the cafeteria.
4. All materials, book bags, coats, etc., will not be allowed on top of the table but will be kept in the cafeteria during breakfast. Coats must be taken off before going through the line or should be put in your locker prior to breakfast, time permitting.
5. Line up single file in the serving area.
6. After going through the line, be sure to have your ID ready to hand to the cashier. Scan your card across the scanner and wait for the cashier to approve your breakfast account.
7. Proceed through the area quickly and politely to allow all students time to eat their breakfast.
8. Pushing, shoving or being disrespectful are not allowed.
9. Keep voices at a reasonable level.
10. While getting napkins, silverware, etc. please be mindful and keep this area clean.
11. Walk quietly to your table.
12. Students may sit wherever they choose in the south cafeteria (providing you have not been assigned a seat). Once a seat is chosen students may not move around to other tables/seats. Students are to remain seated while in the cafeteria except for returning trays, getting items from the condiment table, and cleaning up the table and floor. Condiments must remain on the condiment table. Do not take these items to your seat. Students are not allowed to share their food or drinks.
13. Students may not leave the cafeteria without permission from a supervisor.
14. Students may only go through the breakfast line once.
15. Pop and candy are not allowed in the cafeteria.
16. Absolutely no food or drinks can be taken from the cafeteria.
17. Students are not permitted to apply cosmetics, brush hair, etc. in the cafeteria.
18. Students are to return their own trays immediately when finished eating to avoid a backlog at the tray return area at dismissal time.

<u>WHILE EATING BREAKFAST</u>

1. Keep your voice to a low, reasonable tone.
2. Be respectful to students and staff around you.

<u>BEFORE LEAVING BREAKFAST</u>

1. Leave no trace.
    - Properly dispose of recyclables and garbage.
    - Take silverware, plate and tray to the proper washing area.
    - Return to the table that you were sitting at originally, wash your area, and sweep underneath the table.
    - Help other students keep the cafeteria clean.
2. Maintain reasonable voices and follow hallway etiquette.

<u>DISMISSAL FROM BREAKFAST</u>

1. Wait for staff to check that your area is clean and to dismiss you when done.
2. Leave the cafeteria quietly and proceed to your locker/hallway.
3. Use the most direct route when going to 1st hour. Be prompt in arriving with your 1st hour materials.

START OF THE DAY ETIQUETTE

1. Students should arrive to their 1st scheduled class **with all their materials**, **laptop charged**, **wearing their student ID** and be **seated** by 7:40 when the bell rings.
2. At 7:40 all students need to be silent and attentive, ready for the start of the day.
3. If students arrive to school late, they need to report to the attendance office to get a pass. Students will be considered tardy to school, if not in their seat at 7:40 a.m.

LUNCH AREA ETIQUETTE

Rationale: Daily in the lunch area, all members of GWMS COMMUNITY need to safely and efficiently be served, eat and clean up their lunches. Lunches are served because students who eat nutritious and filling lunches are prepared for LEARNING. The lunch area guidelines ensure that lunch proceeds efficiently, fairly, and enjoyably for all students and adults who use it. Following these guidelines demonstrate RESPECT and CARING for all of the GWMS Community members and the lunchroom environment.

BEFORE ENTERING LUNCH AREA

Leave materials either in your class or locker (depending on teacher/schedule).

Walk quietly through the halls when going to lunch (be respectful to other teachers and students who are having class.)

LUNCH AREA PROCEDURES

1. Enter the lunch area quietly and find a seat. Staff will dismiss tables to proceed through the lunch serving area in a single file line, quickly and politely to allow all students enough time to eat.
2. After going through the line, you need to have your student ID card ready to present to the cashier.
3. Scan your card under the scanner and wait for the cashier to approve your lunch account.
4. If getting silverware and condiments, keep the table clean of spills. Leave the condiments area clean for others to use. Condiments should remain at the condiment station.
5. Walk quietly to your table, following guidelines from staff.
6. Students may choose a seat anywhere, but must stay there for the entire lunch period. No changing seats.
7. Students are to use an indoor voice, meaning only loud enough for those next to them right/left or across the table to hear.
8. Students are to return their own trays when finished eating. Wait your turn to clean, stack your plate and tray separately, place silverware in the silverware tray neatly.
9. Promptly return to your same table/seat without walking around the cafeteria, talking to friends at the other tables.
10. Each table/person is responsible for sweeping under/around their table demonstrating their preparedness to be dismissed. Please clean up any food/spills on table top.
11. Five minutes before dismissal, students will check their area for a clean table, clean floor, and sit quietly, demonstrating they're prepared to leave. Approximately one minute prior to dismissal, teachers may dim lights to signal to quiet voices and prepare for dismissal.
12. Students will be dismissed first who are prepared, meaning having a clean table/floor and are sitting quietly. Tables will be dismissed one at a time.
13. All students are responsible for keeping the cafeteria clean, safe and welcoming for the students, teachers, and those who visit. Adults should not have to remind students to act responsibly in the cafeteria area, by keeping it clean and inviting for everyone. (No signs, signals, or selecting a person to clean.)

LUNCH AREA RULES

1. If you forgot/lost your student ID card, you must wait until everyone else has gone through the line by waiting at the end of the line. You will be the last dismissed to go through the line. A new student ID can be bought in the main office for $3.00.

2. Be respectful in line. Keep hands and feet to self.
3. Keep your voices at a low, reasonable level, having conversation with those to your left/right and directly across from you.
4. Be respectful to students and staff around you. Follow directions from any adult without arguing.
5. Once a seat has been chosen, you may not move around to other tables/seats.
6. Sharing of food and drink is not permitted.
7. Books, writing utensils, and electronic devises, which include cell phones are not permitted.
8. Students may leave the lunchroom **with permission** from the lunchroom supervisor.
9. Students may only go through the lunch line one time.
10. Soda is not allowed in the lunchroom.
11. Food and beverages may not be removed from the cafeteria. (Except bottled water).
12. Students are encouraged to use water fountain/plastic cups for drinking. Cups should be disposed of properly. Smashing, flipping, or putting food in cups are prohibited.
13. Leave the lunchroom quietly and orderly after you are dismissed.
14. Quietly enter the hallway, gather your books/materials from your locker and proceed to your next class.
15. Be prompt when arriving to your next class. Follow hallway etiquette.

HALLWAY PASSING TIME ETIQUETTE

Rationale: The hallway is a common area in which COMMUNITY members need to move efficiently and safely to their destinations. Show REPSECT for the space and property of the students who are at their lockers or walking through the hallway. Show CARING by walking at an appropriate pace, keeping our hands and feet to ourselves, and by efficiently stopping at our locker to prepare for our next class. We support LEARNING by moving quietly and efficiently through the hall when classes are in session.

1. Teachers will stand in the hallway near their doors in order to monitor student behaviors, answer questions, and address any concerns.
2. Use a low, speaking tone of voice as you would in the classroom.
3. Walk efficiently on the right side of the hallway and in the staircase in order to achieve efficient "traffic flow".
4. Take the most direct, appropriate path to your destination.
5. Do not enter other Houses during passing time.
6. Move efficiently to your next class, not time for excessive socialization.
7. Keep your hands, feet, and objects to yourself as you pass or encounter others.
8. Body spray should not be used in the hallway or classrooms.
9. Be respectful to all people whom you pass or encounter.
10. You are to keep all school materials and belongings in your **own** assigned locker. Remember, you are responsible for what is in your locker. Keep it locked. Remember to turn the knob to reset your combination.
11. Get a drink or go to the restroom during passing time.
12. Be prompt in arriving to your next class with all necessary materials.
13. If you are passing during class time you **must have a pass from staff**, pass silently, not disrupting others.

RESTROOM AND DRINKING FOUNTAIN ETIQUETTE

Rationale: Drinking fountains and restrooms are common areas that are provided for the comfort and health of all of the GWMS COMMUNITY members. The efficient and appropriate use of the facilities demonstrates REPSECT and CARING for yourself, the GWMS COMMUNITY, and the custodial staff. Please use the restroom and drinking fountain during passing time; this will increase your time in class. When using the restroom during passing time, make sure you have enough time to get to class on time and be seated before the bell. If you are going to be longer, make sure to ask permission from your teacher before using the restroom. Students, once you enter the restroom, you should use the facility, wash your hands, and get back to where you are expected.

1. Use the restroom and drinking fountain that is closest to your classroom.

2. While in the restroom you are expected to use an appropriate volume and language.
3. After using the restroom please remember to flush the toilet/urinal once.
4. Efficiently use restroom supplies, dispose of paper towels in trash can (toilet paper, paper towels, soap and water). Think the rule of two, (two minutes, two towels) this is not the time for socialization or goofing around.
5. You are expected to be respectful and keep others safe by keeping water in the sink, using soap, and keeping hands, feet and objects to yourself.
6. Inform an adult if you witness an unsafe situation (ex. water on floor, student concern, etc.)
7. Be respectful of the facility by leaving walls, doors, and stalls clean of ink and other materials.
8. Cell phones are not to be used in restrooms during school hours.
9. When taking a drink be respectful of those behind you, this time is not for socialization. You may also carry clear water bottles for water during the day.

WTV/ANNOUNCEMENTS

Announcements are important for students to be informed about upcoming events and school information. Students need to be attentive during this time and sit silently so students around them can also hear. Homework and free reading should not take place during this time. The Pledge of Allegiance will be recited daily.

AUDITORIUM ETIQUETTE

Rationale: In the auditorium, the COMMUNITY gathers to experience and appreciate presentations, performances, and ceremonies. The auditorium is a place in which LEARNING and EXCELLENCE is promoted and celebrated. As always, we demonstrate both respect and caring for the environment by sitting properly in our seats. We demonstrate respect and caring by the presenters, performers, or hosts by listening attentively, sitting up straight in the seats, and by remaining silent. As with all common areas, entering and exiting the auditorium efficiently, safely, and quietly is very important.

1. Arrive promptly with your class. Remember to use hallway etiquette.
2. Stay single file to one side of the aisle so that two groups of students may be seated at one time, filling in the front row.
3. Be seated quickly, **silently**, and appropriately.
4. Your attention should be focused forward to the performance, activity, or speakers.
5. Be silent during the performance unless the performers request your participation.
6. If the performers request your participation, be enthusiastic but appropriate in response, tone and demeanor.
7. Sit up straight with your feet on the floor. If you are sitting in the front row in the balcony, sit back in your seat keeping your feet off the railing.
8. Applaud at the end of the performance or at the end of each song, etc.
9. Applaud with the audience, beginning and ending with the majority of the group.
10. All students and staff must be seated, and the doorway and aisles clear.
11. No turning around to communicate with those in the balcony. Those in the balcony, no communicating to others on the main floor of the auditorium.
12. Remain seated until your teacher has dismissed your row.
13. When exiting the auditorium, dismissal will start at the last row to the front. Students should exit the auditorium with their class, in a single file and silent line back to their classroom.
14. Students not attending an assembly in the auditorium should remain silent as they pass by the auditorium (no stopping to look in at the assembly).

LIBRARY ETIQUETTE

Rationale: The LRC is a common area that is dedicated to student LEARNING and EXCELLENCE. The guidelines for the LRC are intended to maximize student LEARNING and EXCELLENCE. COMMUNITY members sharing the LRC need to show RESPECT for learning by working individually, efficiently, and

silently. RESPECT and CARING are shown for the environment and the LRC staff by treating borrowed materials properly, returning used materials to their proper places, pushing in chairs, and leaving no trace when you are gone. The guidelines for the LRC ensure that the learning, staff, environment, and materials of the LRC are respected and cared for.

GENERAL USE OF THE LRC

1. The library is a community learning place in which you are expected to work individually, efficiently, and silently.
2. If you need to work with another student, permission must be given by your teacher and the LRC staff; you will still be expected to work efficiently and quietly.
3. If you need to leave the LRC for any reason (restroom, locker, etc.), you must ask permission from the LRC staff before leaving, with a pass.
4. Students are expected to be academically productive at all times in the LRC.
5. Students are expected to use the appropriate entrance/exit doors.
6. Upon departure of the LRC, "Leave no Trace".
    - Return items to their proper locations neatly.
    - Use shelf markers to keep the LRC organized.
    - Keep tables and chairs in their place, push in chairs, and tidy up your area.

Weekly LRC Visits:

- Students enter the LRC quietly through the "Enter" door, be seated and listen to LRC announcements.
- Students must have a current Washington Middle School ID in order to check out.
- Students are expected to respect the learning environment by maintaining a quiet atmosphere.
- After checking out, students read silently at LRC tables.

Friday LRC Before-School

- Students must have a current Before-School Values Contract signed by a parent on file.
- Sign in upon entering.
- Students may read, work on schoolwork, play games, or talk quietly.
- No food or drink allowed.
- Students must ask permission if they need to leave the LRC for any reason; students are not allowed to be in the hallways at this time.
- When students are released at 8:25, they must leave no trace: chairs must be returned to their original spot, all chairs must be pushed in, and tables must be cleared off.
- Take all belongings.
- Demonstrate Washington values at all times.

STUDENT COMPUTER AND TECHNOLOGY ETIQUETTE

All computers are Property of DCSD. Each student will receive an assigned device for school-related work during the 2022-2023 school year.

- The identification labels should always be visible (these may not be removed or altered in ANY way).
- There should be DCSD labels on the student device. No other labels or stickers should be added to the laptop.
- It is the student's responsibility to take care of the laptop throughout the day. The student is the only person who should use the assigned laptop. No one else should ever use, login, or handle another student's assigned device.
- Be sure to close the lid before moving the laptop and carry it with two hands. Avoid picking up the laptop by the screen.

- Do NOT leave anything on the keyboard when closing the lid such as pens, pencils, earbuds, papers with staples/paper clips. These items can scratch or crack the screen.
- Be sure to unplug all connections prior to moving the laptop.
- Do NOT eat or drink near or while using the laptop! It is recommended to place water bottles on the floor rather than the table/desk. Laptops may not be taken into the cafeteria during lunch.
- Students should store their assigned laptops in their own lockers when they will not be used (ex. wellness/gym class).
- Do NOT leave the laptop unattended.
- If the laptop screen or keyboard needs to be cleaned, please ask your teacher or visit the library for appropriate cleaning procedures.
- The student should ONLY use his/her assigned laptop unless it is being repaired; then he/she should be using a laptop marked "Loaner" that is checked out to the student from the library.
- If a student needs to check out a laptop, the student must bring a pass to the LRC from the teacher whose classwork requires device/internet use. Since there are a limited number of loaner devices for home checkout, and due to setting up the laptop for home usage takes time, the sooner a student comes to the LRC, the better the chance he/she has of getting a device for home use. 2:00 is the absolute cutoff time for checkout of loaner devices or hotspots for home use.
- Students should plug their laptop in nightly to ensure it's fully charged for the next day of learning.
- The student's parent/guardian is responsible for the cost of the device if lost or damaged. Students will not be charged for damage from normal wear to the laptop. (Carelessness is **not** considered normal wear.)
- Report any damage or concerns to your teacher immediately!
- If the laptop is not working correctly or is damaged, the teacher will send the student AND the laptop to staff and they will get information from the student about the laptop and troubleshoot the problem. If the problem cannot be solved, LRC staff will submit a HelpDesk ticket and check out a loaner laptop to the student. The student will use the loaner laptop until the assigned device is repaired and returned. In order to get the assigned device back, the loaner laptop must be returned to the LRC.
- No student should ever attempt to repair a laptop. Under no circumstance should a student open or tamper with the inside of the laptop.
- Students should never share their password with anyone.
- Students should save files in their own OneDrive in Office 365; this is secure storage and ensures that students have access to all files from any device connected to the internet.
- Using school-issued devices to listen to music and play computer games is prohibited. Students may engage in education-based games on occasion when a staff member gives prior approval.
- If a student is on the internet and ends up on an inappropriate site, he/she should do the following: 1) turn off the monitor or close the laptop lid; 2) go get a staff member; 3) do not show anyone or make a scene.
- Students should ask a teacher before printing. GWMS encourages printing on both sides of paper to conserve resources.
- Whenever the student is not actively using the laptop, be sure to lock the screen so others cannot access the device. To lock the device, hit the Windows Key + L
- DCSD reserves the right to monitor and log the use of a student device and files.
- Teachers have the right to collect and inspect students' laptops at any time.
- Teachers and administrators use monitoring software to view students' screens during classroom activities.
- Each classroom will have specific procedures related to use of devices.
- Student use of computers and the internet is a privilege, not a right and can be restricted or removed for misuse.

FIRE - TORNADO – LOCKDOWN/ACTIVE INTRUDER DRILL ETIQUETTE

Rationale: Fire and/or Tornado drills are extremely important to the safety of ALL GWMS COMMUNITY members. Students are expected to show RESPECT throughout these drills by following all directions immediately, which could have a direct impact on student/staff safety.

After the warning lights signal and sound, you are expected to complete the following:

1. Line up at the classroom door silently and in a single file line. (You may have two single file lines.)
2. Walk through the halls following the teacher. Everyone must remain SILENT in route to designated area.
3. This is not time for restroom or water fountain usage.
4. Once you arrive to your destination area remain SILENT so the teacher can take attendance.
5. After the drill is over, remain in your line in order to walk back to your classroom.
6. Walk to your classroom silently.
7. Upon returning be prepared for instruction to begin.
8. If you happen to be in the hallway or restroom when alarm sounds, go to nearest adult/classroom.

DCSD Policy 5702 state that Active Intruder Drills will be conducted within the first 30 days of the academic year and at least once within 30 days after the first day following winter break.

1. After the announcement indicating a lockdown/active intruder drill, students must be silent immediately to listen for detailed information on next steps/action.
2. Students and staff should follow directions as well any emergency procedures and plans.

Remain SILENT at all times so you are able to hear directions and announcements.

REMEMBER – SEE SOMETHING, SAY SOMETHING. Any concerns should be reported to school personnel or law enforcement immediately.

HOMEBASE ETIQUETTE

Expectations: The purpose of homebase time is to give students an opportunity to get assistance from teachers on academics, homework completion, organization of materials and lockers, etc.

1. All students must report to homebase every day, on time.
2. All students must have a pre-arranged pass to leave homebase to get assistance from another teacher.
3. All students must report back to their homebase before the end of homebase period.
4. All students should be working on academics, reading a book, or organizing their materials/lockers.
5. Students should be silent during this time (not time for socialization).
6. Cell phones, and other electronic non-school issued devices are prohibited for use during this time.

SPORTING EVENTS ETIQUETTE

Rationale: Sporting events are a place for everyone to have fun and cheer on their favorite team and/or players. Keep in mind that you are a representative of Washington Middle School and should reflect the school values of EXCELLENCE, COMMUNITY, CARING and RESPECT toward others in the community.

1. Be on time for the event and do not disturb others by coming and going throughout the event.
2. Find a seat in the designated spectator area and stay there. Do not stand up or block the view for others around you.
3. Keep your hands, feet, and objects to yourself. All students need to remove their hats.
4. Show good sportsmanship towards all athletes, coaches, and officials that are involved.
5. Make appropriate comments and keep your voice at an appropriate level for the sporting event; remember you are representing Washington Middle School.
6. Use appropriate language (no profanity or mean words).
7. Be respectful and follow directions when given to you from any adult.
8. Students are not allowed to enter the faculty lounge for food or drinks.
9. Clean up after yourself and use the garbage can provided to pick up any trash.
10. Immediately leave the building without returning to your locker after the athletic competition is completed.

STUDENT ATHLETE ETIQUETTE

1. If you are involved in after school activities, you should report to the locker room by 2:35.
2. If you have late practice or a late game, you should report to the LRC or be outside the building. No hanging out in the locker room or hallways.
3. Student athletes are expected to respond to all adults appropriately.
4. Students are not allowed to change clothes in the restroom area. Please complete changing by your assigned locker, in the locker room within five minutes.
5. Student athletes are expected to report to your assigned game/practice location promptly by 2:40 p.m.
6. Glass containers (perfume, deodorant, water bottles etc.) are not allowed.
7. All belongings should be locked securely in your locker.
8. When involved in athletics at GWMS all student athletes need to follow the GMWS Values.
9. After practice/games the athlete will change and gather all belongings before leaving school grounds.

LOCKER ROOM

Rationale: The locker rooms are a common area for all students of the George Washington Middle School COMMUNITY to use. Please use the locker room area efficiently and in a timely manner. It is important that you are respectful of others space and the property of the school while you are using the locker room. All students should show RESPECT and CARING for this area so it is enjoyable for all to use throughout the day:

1. Students should only be in the locker room during their assigned gym class or if they are involved in the current after school sport.
2. You should be in the locker room for no more than five minutes.
3. Food, and/or drinks are not allowed in the locker rooms. (Water bottles are permitted.)
4. There should be no running, jumping, climbing, hitting/banging of lockers or horseplay in the locker rooms at any time.
5. Volume should be appropriate at all times. (Conversational volume.)
6. Glass containers (perfume, deodorant, drinks, etc.) are not allowed.
7. Student should not share lockers unless assigned by teacher/coach.
8. All belongings should be in your locker and locked when you leave for class/sports. Your belongings are your responsibility.
9. Backpacks are not allowed in the locker room during classes.
10. During the school day, you should enter the locker room before the tardy bell rings.
11. If you are involved in after school activities, you should report to the locker room by 2:35 p.m. and be at activity by 2:40 p.m.
12. If you have late practice or a late game, you should report to the LRC or be outside the building. You are not allowed to wait in the locker rooms or hallways.
13. Students are not allowed to change clothes in the restroom area. While in the locker room, you should be changing near the locker you were assigned.
14. No cell phone or electronic devices are allowed for use in the locker room.

GEORGE WASHINGTON MIDDLE SCHOOL P.T.O. RULES AND DRESS CODE FOR DANCES

GWMS DANCE ETIQUETTE

Dances are provided for students at GWMS through the sponsorship of the GWMS PTO and supported by student council. The dances are intended to provide a worthwhile social experience for students. Attendance at a school dance is considered a privilege, not a right. Students attending PTO sponsored dances are to know and abide by the following rules and etiquette:

1. Dances are available to George Washington Middle School students only.
2. Students must have their current school picture ID and dance ticket to enter the dance.
3. Tickets are NOT sold at the door.

4. If you are absent from school on the day of the dance, you cannot attend the dance.
5. Students can line up at the 8th grade entrance (Hwy. 20). Students will be allowed to enter the building at 6:30 p.m. and no later than 7:00 p.m.
6. Students who attend the dance must do so for the entire time, no leaving early.
7. Students are expected to wear school appropriate attire. Students may wear clothing to fit the theme of the dance. Listen to announcements prior to the dance in regards to specific attire expectations.
8. No jumping, slamming or dance moves on the floor will be tolerated.
9. Walking in the hallways, on the right side is expected at all times.
10. All food and drink must be kept in the cafeteria. PLEASE CLEAN UP AFTER YOURSELF by throwing away any wrappers or food containers. Please recycle water bottles. Wipe your spot at the table after you are done eating.
11. Dances end at 8:30 p.m. and students are expected to leave the dance immediately. Students must be picked up no later than 8:45 or lose the privilege to attend future dances.
12. Parents/Guardians picking up students from the dance should use the drive-through parking lot to pick up their children.

Student behavior which interferes with the mission of the school or denies the rights of other students and staff is not acceptable and will not be allowed.
Policy 5200 addresses student behavior expectations and consequences. This policy supports belief statements already established by the school district and uses the following beliefs as the basis of this document.

ACCESSIBILITY

In accordance with the Americans with Disabilities Act, George Washington Middle School provides accessibility. Persons requiring accessibility may use the door located at the northwest entrance in the back of school. The elevator is located near this entrance and will give you access to the entire building, including the main office. There is also an elevator at the south entrance, however, this elevator is only accessible to the south wing.

STREET CROSSING

When crossing Grandview Ave., Dodge St., Lombard/Fremont or any other streets, students must cross only at appropriate street corner intersections or crosswalks, including while in the parking lot. Crossing between parked cars and school buses is extremely dangerous, as well as, illegal and therefore prohibited. Students are expected to obey all "walk" traffic signals.

ELECTRONIC SECURITY SYSTEM

George Washington Middle School secures outside doors electronically. Visitors must use the electronic system at the entrance on the Grandview Ave side to gain entry to school. Students and staff have been instructed to never open the doors during the school hours. If the door has been opened for people ahead of you please wait and press the button to come in. Do not follow someone into the building. In order to better protect our students, staff, and visitors, all visitors will be required to show a valid, government-issued ID. Please report to the main office and your ID will be ran through our Raptor System.

CLOTHING GUIDELINES

The following are some guidelines for clothing. If students wear clothing that is unacceptable or is a disruption to the learning environment we will ask students to change or cover up the inappropriate clothing. Disciplinary action may be taken for inappropriate dress.

- Wear shirts that have at least one inch straps. Shirts should not be low cut in the front or back. Shirts must be long enough to be tucked in. Racer back, off the shoulder and T-back tanks are prohibited.
- Mid-thigh or longer shorts and skirts are to be an acceptable length.
- No head/face coverings or hats are allowed unless approved by Administration.
- Undergarments should not be visible.
- Jeans with excessive holes above the knee are not permitted.

- Pants need to be pulled up around the waist.
- Coats or jackets should not be worn during school hours.
- Trading or selling of clothing and other personal items is prohibited.

BOOK BAGS

Because most house classrooms are located in close proximity to each other and to student lockers, the use of book bags during the school day is **NOT** allowed.

PURSES

Girls will be permitted to carry **small** purses to school and to classes. Purses are primarily intended for the storage of personal items: combs, brushes, cosmetics, and personal hygiene items. Under Board Policy 5200 the school reserves the right to inspect purses where there is reasonable suspicion that the contents may include items which are illegal or are in violation school policy. The school will not be responsible for lost purses or the contents. Purses are to remain in the student's possession at all times or secured the student's locker. Brushes, combs, perfumes, and cosmetics are to be used in the restroom or locker room only.

FIDGETS

Use of Fidgets, stress balls, slime, etc. must be approved via the Assistant Principal's office. Use of fidgets should not disrupt the learning environment.

ACCEPTING RE-DRIECTION/RESPECT/GROUP ANNOUNCEMENT

Students at GWMS are expected to demonstrate RESPECT at all times. To assist students with acknowledging a prompt or direction, students are expected to respond to ALL staff by saying "yes", "ok", or "thank you". This is a social skill that will assist students with being respectful. To gain the attention of a group of students, staff may say "Washington", students should respond "Wahawks" (in a conversational volume) and immediately be silent to listen to the adult.

INTEGRATED PEST MANAGEMENT/WELLNESS

Pop, coffee, energy drinks or sports drinks are not allowed in school or outside of school. Food and beverages should be in **SEALED** containers while stored in lockers for lunch purposes only. All containers must be removed daily and taken home. The District Wellness Policy is under District Guidelines via the District Website.

LEAVING THE SCHOOL BUILDING DURING THE SCHOOL DAY

Early releases for medical or dental appointments are discouraged. If at all possible, these appointments should be outside of school hours. If it is absolutely necessary to leave early, the student should bring a note from a parent/guardian or have parent/guardian contact the Attendance Office prior to dismissal time. If a note does not accompany request for leave parent/guardian will be asked to pick the student up in the Attendance Office. The Attendance Office will issue a permit to the student. This permit is to be signed by the doctor or person with whom the appointment was made and returned to the Attendance Office. Leaving without authorization will be regarded as truant. All students are to wait inside the school building until their transportation arrives. If a student is sick, they need to go to the Health Office. The nurse or health para will decide if the student needs to go home and make the call to the parent. If the student is ill, they are not to contact their parent directly. Students will not be denied the right to call home from the Health Office.

STUDENT ID REMINDER

Students are **required** to wear their student ID at all times during school hours. Students should wear their 2022-2023 picture ID above the waist. Students are given a school lanyard, but can wear their own lanyard if desired. Students should **NOT** deface (color on, cut, put stickers over the picture) their ID as it will not be considered a valid ID and may cause difficulties when scanning for their lunch accounts or while checking out books. For all dances,

students are required to have their picture ID. If a student needs to replace their ID, they should stop in the main office to purchase a new ID for $3.00. If a student would like a new lanyard, those are available in the main office for $2.00.

If a student forgets their ID, they will get a temporary sticker from their 1st period class. Repeated offenses may result in disciplinary action.

OVERDUE BOOK POLICY

All books and magazines should be returned to the LRC on or before the due date--one week from the checkout date. The due date is posted next to the LRC exit. Anything *not* returned by that date is considered "overdue." If there is no school on the due date or if the student is absent, items should be returned when the student is back in school. The automated LRC system periodically generates overdue lists; overdue materials are considered lost and the student may be billed for these items.

We want all our students to enjoy the materials in the LRC--this can only happen if checked out books and magazines are returned on time. Thank you for your cooperation.

LOCKERS

Lockers are provided for the purpose of storing coats, boots, books and other school supplies. The lockers remain property of Dubuque Community School District and may be opened and searched by employees at any time with reasonable suspicion. School authorities may seize any illegal, unauthorized or contraband materials discovered in the course of such a search. Students should keep their lockers locked at all times and should not share lockers or combination numbers with others. Students are responsible for the contents of their lockers. Food and beverages should be in sealed containers while stored in lockers for lunch purposes only. All containers must be removed daily and taken home. Students are to leave valuable property or large sums of money at home. The school will not be responsible for items lost or stolen from lockers. Students should not deface (write on, put stickers on, etc.) lockers.

TELEPHONE & CELL PHONE USE/ELECTRONICS

- During the school day, students are to first receive teacher and office permission to use the phone in the office/classroom. Use of the office/classroom phone should be defined to school-related matters. Cell phones, and other electronic devices, are not permitted for use in school after 7:40 a.m. and **should be safely kept in the student's locker**. You are not allowed to text or call during class or while passing in the hallways. If it is necessary to bring a cell phone to school it cannot be visible and cannot interrupt the learning environment.
- Students are not allowed to have cell phones or electronic equipment, such as headphones or electronic watches, out at any time during the day, unless you are given prior permission from a staff member. If a staff member see you with a cell phone, headphones, electronic watch, or other electronic item, and you did not get prior approval, it will be turned into the main office.

    - First offense the student may pick up their phone at the end of the school day from the main office.
    - Second and any offense thereafter a parent/guardian will need to come into school and pick up the cell phone from the main office.

ACADEMIC INFORMATION

HOUSES

George Washington Middle School operates on a house system. Students are assigned to a house and remain a member of that house for the entire year. By being in a house, students will get to know their teachers better, and

teachers will better know their students. Language Arts, Mathematics, Science and Exploratory subjects are taught within the house. Students will also attend Wellness Education, Music, Art and Health as a house.

ADVISORY PROGRAM

During the year special advisory classes called "Common Ground" will be held. Students will learn about GWMS values, core rules, and expectations. These sessions are designed to allow students to discuss and learn about subjects such as equity, study skills, test preparation, goal setting, personal skills, time management, self-discipline, responsibility, citizenship issues, and other related topics.

MAKE UP ASSIGNMENTS

Students excused from classes or schools are required to make up all academic work missed with the limits of time established by the teachers. Full credit will be given for work turned in by the time limit. The number of days to complete make up will not be less than the number of days absent. Students who have been suspended or truant may receive academic credit for completing work missed during the period of suspension or truancy. All work must be completed promptly, and it is the responsibility of the student to make all arrangements necessary for the completion of such work.

HONORS PLACEMENT 2022-2023

Students who demonstrate markedly above average ability in one or more areas of skill or learning may be eligible for honors programming at Washington. All requests for such placement are delivered to the Gifted and Talented (GT) Facilitator, who consults with the student, parents, teachers, counselors, and administrators, and who analyzes test scores to determine possible placement. Our 6th grade has honors math and enriched clusters for language arts and reading. Our 7th and 8th grade have honors math, language arts (and literature in 7th grade), science, and social studies. Multiple criteria are used in determining placement rather than use of a single criterion. No single criterion (or lack thereof) is, by itself, sufficient reason for placing or choosing not to place a student in an honors-level class. The criteria considered include, but are not limited to the following:

READING/LANGUAGE ARTS, SCIENCE, AND/OR SOCIAL STUDIES

- ITP
  NSS Reading Comprehension (Vocabulary, Language Total, Science, Social Studies also possible factors)
  Grade 7th: 280
  Grade 8th: 294
- Map Reading
  6th to 7th grade: 235 or higher on 6th grade Spring MAP test
  7th to 8th grade: 238 or higher on 7th grade Spring MAP test
- Strong Teacher Recommendation based on the student's high level thinking ability and classroom work.

MATHEMATICS

In accordance to the District Guidelines a student needs to have one score at the 95% (ITP/MAP) and supporting scores above the 90%. Generally, students are not placed in honors math after fall of 6th grade due to curriculum and alignment.

- ITP
  NSS Mathematics (Problem Solving and Concepts and Estimation also possible factors)
  Grade 5th: 242 (90%) 252 (95%)
  Grade 6th: 260 (90%) 270 (95%)
  Grade 7th: 277 (90%) 286 (95%)
  Grade 8th: 291 (90%) 300 (95%)

- MAP Math
  5th to 6th grade: 240 (90%)/246 (95%) or higher on 5th grade Spring MAP test
  6th to 7th grade: 246 (90%)/252 (95%) or higher on 6th grade Spring MAP test
  7th to 8th grade: 253 (90%)/260 (95%) or higher on 7th grade Spring MAP test
- Strong Teacher Recommendation based on the student's high level thinking ability and classroom work.

RENAISSANCE RECOGNITION

The Renaissance Program is a partnership between the school and community to recognize student academic achievement and character. Students will be nominated to receive a certificate from local businesses for free items or discounts for showing their Washington Values, good/improved grades, and more! House teachers will select students monthly to receive the awards. Students will also qualify for "in-house" student benefits, such as discounts on dance tickets, a Renaissance t-shirt, etc. In addition to the rewards, once each trimester teachers will nominate deserving students to be our guests at a Values Recognition Breakfast in their honor. Nominations are based on student character and demonstrating our values. Their parents will be invited to celebrate with us. We are excited to offer it to our middle school students. Washington also recognizes Student of the Month. Each house nominates a student who receives school wide recognition and lunch with other nominated students, from a collaborating local restaurant.

All A's	Qualify for Blue Renaissance
A's & B's	Qualify for White Renaissance
A's, B's & C's	Qualify for Bronze Renaissance

Students who are demonstrating GWMS values may "get caught" with a value sticker. Students who are recognized will have their name put in for a drawing to win a school spirit items or a certificate from a local business.

CHEATING/PLAGIARISM

There is a "no cheating" policy at George Washington Middle School. The work that students do is to be their own and representative of their ability. Upon discovery that answers are being shared or stolen, the involved student(s) is subject to disciplinary action and a failing grade

GEORGE WASHINGTON MIDDLE SCHOOL
WELLNESS POLICIES AND REGULATIONS
Dress Code, Safety and Hygiene Concerns

Students are allowed to wear what they have on for school to wellness class, as long as it follows the requirements listed below.

Proper attire should consist of the following**:**

Tops

-Regular crew neck, loose fitting t-shirt that is comfortable for activity.
-Athletic style sweatshirts are acceptable
-Proper length (no midriff showing).
-No inappropriate sayings, pictures, promotions, or symbols.
-No cut off or low/backless tank tops.
-No low cut v-neck shirs. Should not be able to see any undergarments/chest area during exercises.

-No large holes or rips in clothing.

Bottoms
-Elastic shorts/pants that are comfortable for activity and easy to move in.
-Must be appropriate length.
-Worn securely at the waist (no undergarments showing).
-We encourage no wearing of jeans, jean shorts, cargo shorts, jean material, spandex shorts, or jeggings.
-Leggings/yoga pants are acceptable to wear as long as they are not transparent (cannot see through them).
-All pants must be comfortable for activity and not limit participation or cause distraction during class.

Footwear
-Sneakers/tennis shoes with non-marking rubber soles are the only acceptable footwear.
-Shoes must have laces and be tied securely for safety reasons.
-No sandals, hiking boots, open toe shoes, slip on shoes, crocks, flip flops, dress shoes, or winter boots are allowed.
-We will provide/borrow an additional pair of shoes if student does not meet requirements. Refusal to wear those offered will result in a zero for the day.

Jewelry
-It is recommended that all jewelry be removed and left in the student's locker prior to class.
-Students may be asked to remove anything seen as unsafe in the environment.
-We are not responsible for lost, stolen, or broken jewelry.

Failure to wear proper clothing for class:
-The teacher will provide you with appropriate materials for you to borrow during class times.
-You will need to provide your ID card in exchange for the item you are borrowing. It will be returned when you return the materials.
-Students will be deducted one point from their daily grade for not being responsible and having materials.

Heart Rate Watches
-All students will be expected to wear a heart rate watch as part of their physical education curriculum. A watch will be Provided for each student to wear during class. Students are responsible for returning the watch at the end of each class.

Proper Hygiene
Students should demonstrate good hygiene by showering/bathing regularly. After class they may need the use of deodorant and/or body spray. Use appropriately and as needed. Clothes should be clean and washed regularly.

CO-CURRICULAR

PUBLIC PERFORMANCES/SCHOOL SOCIAL ACTIVITIES

If a student is absent from school on the day that he/she is to appear in any public performance or participate in any school activity (i.e. dance, etc.) then he/she must return to school and attend his/her last three periods of the school day in order to be allowed to participate in the school event.

A student who is under suspension or who is truant may not represent the school on the day of that suspension or truancy in any public performance, nor return to school to attend a performance or activity. A student who has been suspended or truant on Friday may not participate in, nor attend a public performance or activity over the weekend.

CO-CURRICULAR ACTIVITIES

Students may take part in band, jazz studio ensemble, chorus, visual and performing arts, student government, and orchestra. These activities will meet on selected days. Students may choose those activities in which they wish to participate.

6th GRADE ATHLETICS

Sixth grade students may be involved in track, basketball, girls volleyball, and football. The focus is skill development. The schedule for these activities may be found on the school calendar. A physical examination is required to participate.

INTERSCHOLASTIC ATHLETIC PROGRAM

Football, wrestling, basketball, and track are offered for 7th and 8th grade students. In addition, volleyball and dance are offered for girls. A physical examination is required before any student may participate.

TRAVEL RELEASE FROM CUSTODY OF SCHOOL

1. Public school students participating in extracurricular activities shall be picked up and returned to the sponsoring school's parking lot.
2. Parent(s) should request release of the student by a note to the coach or by signing out their child on a sign-out sheet. Parent(s) must meet face-to-face with the coach/sponsor at the conclusion of the event and assume custody of the student.
3. If the child will be released to someone other than a parent/guardian the parent(s) or guardian (s) must have a note to the building Athletic Director 24 hours prior to the event. Athletic Directors will then give that note to the coach. The adult assuming custody of that student must meet face-to-face with the coach/sponsor at the conclusion of the event and assume custody of the student.

STUDENTS INVOLVED IN OTHER SCHOOL SPONSORED ACTIVITIES

Students who must remain after school sponsored activities such as sports, LEAP, VPA, or after school study are to report directly to the designated area and remain there with the director(s) in charge. There should be no roaming the halls. When released from the activity, students must leave the building immediately unless they plan to attend an athletic game. The library is available until 3:30 for your use until you need to go to your practice or game. Students and parents must have a signed LRC after school contract on file.

CAFETERIA

The school cafeteria provides healthy lunches at a moderate price. Milk, bottled water, and fruit juices are sold for the convenience of those bringing sack lunches. Lunch period assignments are made in accordance with class schedules. Students, who are observed as habitually not eating lunch or eating only snack foods, will be counseled by the teacher on duty, and parents may be notified. You may make payments on your students lunch account through InTouch at https://ia-dubuque.intouchreceipting.com.

Breakfast Program: For those students who choose to participate, a breakfast program is offered. Cereal, juice, fruits, pastries, and milk are served beginning at 7:20 a.m. There is no breakfast served on non-scheduled late arrival days.

FOOD SERVICE PURCHASE PROCEDURES

The George Washington Middle School cafeteria uses computers to record all meal purchases. This eliminates the need for lunch and/or breakfast tickets. These computerized meal accounts operate as follows:

1. Every student will have a meal account.

2. Advance payment is requested for all accounts. If a receipt for deposit is needed, a check should be written to serve as the receipt. You may also go online through the InTouch system @ https://ia-dubuque.intouchreceipting.com to make a payment.
3. Deposits received will be recorded in each child's account. Every time the student makes a purchase (breakfast, lunch, and/or à la carte) a debit will made from his/her account.
4. Each student will use his/her student ID card containing an identifying code for any purchase. The ID card is necessary for all purchases.
5. To receive a meal and pay for it, the student will present his/her ID card to the cashier and run it under the card bar code reader. Students will be informed by the cashier when their balances are close to zero. Students will be expected to bring money for their accounts within two days of being notified.
6. Many students enjoy the purchase of an extra item for the à la carte serving area during lunch. The computerized debit system will make this easy. Students will be allowed to use funds in their account to purchase extra items unless requested by the parent to allow a "meal only" purchase.
7. Students may still bring cash each day to make purchases. However, the ID card will still be required.

ALL DUBUQUE COMMUNITY SCHOOL DISTRICT POLICIES CAN BE FOUND AT:

www.dubuqueschools.org

OR BY REQUEST.