

# WILBUR

# Wrangler



973-1100

wilbur.usd259.org

Mitch Linn, Principal

Tara Allen, Assistant Principal

Stephanie Uffendell, Assistant Principal

*Parent Newsletter*

July 2019

## Mark Your Calendar



July 29	<b>Enrollment – Noon - 7:00pm</b>
July 30	<b>Enrollment - Noon – 7:00pm</b>
July 31	<b>Enrollment – 8:00am-3:00pm</b>
Aug 1	<b>Closed – No Enrollment</b>
Aug 2-13	<b>Enrollment – 10:00am-2:00pm only</b>
Aug 13	<b>First Day of School - 6<sup>th</sup> Grade Only – 8:00-11:30am</b>
Aug 14	<b>First Day of School – All Grades – 8:00-3:10pm</b>
Aug 19	Cross Country Practice Begins Volleyball Intramurals Begin
Aug 20	Wilbur Open House 6:00-7:30pm
Sept 2	<b>NO SCHOOL – Labor Day</b>
Sept 3	Chocolate Fundraiser Kickoff Volleyball Tryouts 3:25-5:00pm (Sept 3-5)
Sept 6	Team Newsletter Posted on Website
Sept 9	Volleyball Practice Begins 3:25-5:00pm
Sept 14	Cross Country – Redskin Classic @ Chapin Park – Time TBD
Sept 16	Fundraiser Turn In Day
Sept 19	<b>Fall Yearbook Pictures - 8:00am</b> Cross Country Southeast Invitational @ Cessna – 4:00pm
Sept 20	Site Council Meeting 9:30am PTA Meeting – Cafeteria – 10:00am
Sept 23	Volleyball vs Allison @ Wilbur – 3:30pm
Sept 23-27	Scholastic Book Fair
Sept 24	<b>PARENT/TEACHER CONFERENCES, 1:45-7:00pm</b> <b>**EARLY RELEASE @ 12:30PM**</b> Cross Country – East Invitational @ Cessna 3:30pm
Sept 25	Volleyball vs Brooks, CMA @ Brooks – 3:00pm
Sept 26	<b>PARENT/TEACHER CONFERENCES – 1:45-6:30PM</b> <b>**EARLY RELEASE @ 12:30PM**</b>
Oct 1	Cross Country – Wilbur Westside Classic – NW 4:00pm
Oct 2	Volleyball vs CMA @ CMA – 4:00PM
Oct 3	Fall Sports Pictures – 2:00pm
Oct 4	Team Newsletter Posted on Website
Oct 7	Volleyball vs Allison @ Allison – 3:00pm
Oct 8	Cross Country – All City @ Cessna Activity 3:30pm
Oct 9	Volleyball vs Stucky, Robinson @ Stucky - 3:30pm
Oct 14	<b>SPIRIT WEEK</b>
Oct 16	Volleyball vs Brooks, Robinson @ Wilbur 3:30pm
Oct 17	End of Grading Period 25 Book Dance – 2:30-5:00pm
Oct 18	<b>NO SCHOOL – Non Teaching Duty Day</b>
Oct 21	<b>NO SCHOOL – In-Service Day</b>
Oct 25	Orchestra @ WSU Festival Site Council Meeting – Cafeteria 9:30am PTA Meeting – Cafeteria 10:00am
Oct 29	Orchestra Concert – Auditorium 7:00pm

\* calendar dates are subject to change

## Changes Coming To School Policy

Showing up for school, and on time, has a huge impact on a student's academic success. Even as children grow older and more independent, families play a key role in making sure students get to school safely and on time every day and understand why attendance is so important for success in school and in life. With this in mind, the Wilbur Middle School tardy policy has been developed to emphasize the importance of each student being in the classroom for the entire period because instructional time is a precious resource. Consequently, we view chronic tardiness as a serious problem.

Thank you for your support in ensuring students make maximum use of class time and learn to be punctual. Beginning the day promptly is important and demonstrates commitment to success.

We realize some late starts to the day are unavoidable due to health problems or other circumstances. But, we also know that when students miss too much class time— regardless of the reason – it can cause them to fall behind academically.

Tardiness to school will be **unexcused** even though the parent brings the student to school. **Oversleeping, traffic problems, weather, fast food trips, etc. are all unexcused.** *Tardies are excusable by a school official under the following circumstances: Court appointment; Serious illness or death in immediate family; Student has a doctor/dentist/professional appointment (A professional note from doctor/dentist/professional will be required to verify); Family emergencies; Religious holidays.*

We do not want your child to fall behind in school and get discouraged. Please ensure that your child attends school every day and arrives on time. Problems with tardiness to school may require adjustments to the family's morning schedule. Here are a few practical tips to help support timely arrival:

- Make sure your student keeps a regular bedtime and establish a morning routine.

- Lay out clothes and supplies the night before.
- Avoid scheduling vacations or doctor's appointments when school is in session.
- Talk to teachers and counselors for advice if your children feel anxious about going to school.
- Develop back up plans for getting to school if something comes up. Call on a family member, neighbor, or another parent to take your child to school.

**EFFECTIVE MONDAY, AUGUST 26<sup>TH</sup>**, students will be issued a consequence for each unexcused tardy to class 1<sup>st</sup> through 9<sup>th</sup> hour. This **INCLUDES** being late to school. The eight days prior are a grace period that allows time for families to develop a morning routine to arrive on time and for our students to learn their schedule and determine appropriate use of their passing period times.

Throughout the year: Every unexcused tardy to any class will result in a lunch detention. At tardy #5 – a team meeting will be scheduled with the student, team teachers, administrator, counselor and an invitation to parent(s)/guardian(s) to attend and discuss the tardiness and contributing factors. Tardy #10 – The student will meet with the team to develop a behavior intervention plan.

Thank you, Wilbur Administration

## STUDENT MESSEGES

Parents, it is important to plan ahead when making arrangements to pick you students up from school. Ride pick up locations or who is picking up your student after school, should be planned and communicated with your student prior to coming to school if at all possible. The office gets swamped with message requests during the day and cannot always get those messages to students in time for the end of the day. The office team members will make every effort to get all messages delivered, however, we will not interrupt classroom instruction to deliver messages to students. If you are calling in late in the day there is the possibility that your message will not be delivered. Please communicate with your student in the morning what your plans are and have a back-up plan in case your original plans are altered. In an emergency please call the office @ 973-1100 and we will pull the student from class to speak with you. We appreciate your help, it is important that all students get as much uninterrupted classroom instruction as possible during the school day.

### Student Vue Accounts Now Automated

**S**tudents will now use their network username and password to access their Student Vue accounts. A student's network username is comprised of the student's 6-digit pupil ID number Passwords have all been set to start with "St" followed by the student's 6-digit Birthdate MMDDYY (ex: birthdate of Jan. 24, 2001 would be, St012401.) All Student Vue accounts have been reset to this format, any old user ID's or passwords will no longer be valid.

## **ONLINE ENROLLMENT 2019-2020**

**July 3<sup>rd</sup>** will begin 2019-2020 online enrollment. Avoid long lines, log on to your Parent Vue account and enroll under the ENROLLMENT tab.

Enrolling and paying online means you will only need to come to the school during enrollment to have your Student ID picture taken.

If you have just moved into Wilbur's area, and have a Parent Vue account, you can still enroll online but will need to come to Wilbur with proof of address and pay your fees in person.

## **SAFETY FIRST...**

**O**ne of the most important steps towards academic success is for students to know that they are in a safe environment. As you collect your supplies, know that students may carry belongings to school in a backpack, but will be required to **leave all backpacks in their lockers**. Pencil cases in notebooks are recommended. This will help reduce congestion in the hallways and classrooms along with minimizing the weight that students tend to carry on their backs. Students will need to think about being organized and prepared. Please contact an administrator or the school nurse if a health issue is involved.

Parents are asked to not send students to school before 7:00 AM. Students should be off school grounds by 3:40 PM, unless they are with a teacher or coach, or participating in the After-School Tutoring. Parents are asked to make arrangements to have students dropped off and picked up in a timely manner and to please make the arrangements prior to bringing them to school. **Students are not allowed to use the office phones for personal reasons. Wilbur does NOT deliver messages to students during class time. Please DO NOT use the bus circle drive on 2<sup>nd</sup> Street to drop off students from 7:30-8:00AM or to pick up students between 3:00-3:30pm. This area is for buses ONLY.**

## **OPEN HOUSE**

**Tuesday, August 20<sup>th</sup>, 6:00pm**

Meet your child's teachers and walk through his/her schedule.

Come and see what is happening at  
Wilbur Middle School

# ENROLLMENT INFORMATION

## Message from the Bookkeeper

You can conveniently pay for your enrollment fees as you fill out your online enrollment forms at home. Just follow the link 'Online Fee Payment', create a mypaymentsplus.com account if you don't already have one, select the appropriate fee of \$20, \$55 or \$110, and pay it with a credit/debit card. You can pay for instrument rent of either \$15, \$25 or \$50 and a yearbook at this point also. If you don't have access to a computer, we will have them set up at our in-house enrollment on July 29, 30, and 31 for you to pay fees with a card here.

You are always welcome to fill out a meal application during your online enrollment process, too.

Be sure to fill out the Consent for Disclosure for Reduction of School Fees form when you are doing online enrollment. You can choose not to share your meal benefits with me, or you can choose to share your meal benefits with me by clicking on the boxes that reflect textbook rental fees, standardized student material fees and music instrument rental fees.

Enrollment fees provide your student with textbooks, class materials, binder kits, agendas, and ID's just to name a few of the many supplies needed to be successful. It is vital that everyone pays at least \$20 at enrollment time, before school starts. Any balance above that would have to be coordinated with me during enrollment using the form to set up payments.

If you have any concerns or questions about what amount you need to pay or what forms you need to fill out, please come see me at in-house enrollment July 29-31. You can also come to me during that time to pay with cash or check. I apologize ahead of time for any time you might have to wait in line! I am happy to take payments during regular office hours from the dates of August 5<sup>th</sup> –August 9<sup>th</sup>, too, and will be checking online payments up to the first day of school. I appreciate you enrolling and paying your student's fees before their first day, so they can have a smooth transition to their new school year.

## Enrollment Schedule

<b>Monday, July 29<sup>th</sup></b>	<b>Noon-7:00pm</b>
<b>Tuesday, July 30<sup>th</sup></b>	<b>Noon-7:00pm</b>
<b>Wednesday, July 31<sup>st</sup></b>	<b>8:00am – 3:00pm</b>
<b>Thursday, August 1<sup>st</sup></b>	<b>CLOSED</b>

*Questions?* Call the school office at 973-1100, between 8:00AM and 3:10 PM.

**Parents must be present to enroll students.** Also, due to the enhancements to the student information system, all parents are required to enroll and pay online prior to enrollment, unless you are new to the district. There is a \$20 minimum payment required at the time of enrollment, your student is not enrolled until this payment is made. Online enrollment will be available starting **July 2<sup>nd</sup>**. Any students who have had a change of address will need to report that change to the office and provide proof of address when the request is made. This can be a signed lease agreement or a current utility bill with your name & address on it. We look forward to seeing you at enrollment time. There will be **no enrollment** on Thursday, August 1<sup>st</sup>.

## FEES FOR THE 2019-2020 SCHOOL YEAR ARE AS FOLLOWS:

In an effort to streamline fee and make online enrollment easier to navigate, the district has established standard fees for all students for the 2018-2019 school year. Below are the fees that will be charged. Only textbook rental can be put on an Agree To Pay plan, please be prepared to pay your full student material fees at enrollment time.

	<b>Full</b>	<b>Reduced</b>	<b>Free</b>
Textbook Rental	\$47.00	\$23.50	\$0
Student Materials Fee	\$63.00	\$32.00	\$20.00
(Fees include: Agenda, Lanyard, ID, Music Workbook or PE Uniform*, Class fees, required binder supplies)			
Instrument Rental	\$50.00	\$25.00	\$15.00
Replacement Fees:			
Agenda	\$5.00		
Lanyard	2.00		
Student ID	3.00		
Binder only	3.00		
Binder + materials	7.00		

### School fees after enrollment

Yearbook (Earlybird SPECIAL)	\$20
Chorale/Band Shirts	Fees to be determined
Wilbur apparel	Fees to be determined

\*PE will supply the PE shirt only, black shorts are provided by the student.

### Please Note: It is a district requirement that as part of the enrollment process, each parent and student read and sign acknowledgments of understanding

1. The District Weapons & Drug Policies
2. The District Sexual Harassment Policy
3. The District Acceptable Use of the Internet Policy
4. The District Pupil Classroom Discipline Policy
5. The District Assault & Battery of Staff Policy
6. The District Student Expectations on the Bus

These policies will be signed by the parent at the time of online enrollment. Student will need to log on to their student vue account and sign the forms.

## Apply for Free/Reduced Meals Online

- Parents please apply online for free/reduced priced meal benefits early so you have your approval before you enroll
- One application is used for all the children in a household
- The application will be evaluated for free/reduced price meal benefits within two business days
- Notification of eligibility will be mailed to the family's home address or **emailed if proper email address is provided (strongly recommended)**
- Go to <http://foodapp.usd259.net/> to apply starting July 15<sup>th</sup>.

## Online Payments Program

- Parents are **expected** to use this convenient secure online system to pay for school meals and school fees and activities using a credit card. Only Cash or Check will be accepted at the school.
- Receive email reminders when meal payments are due
- Set up automatic meal payments
- Manage and keep track of payments
- For more information and how to sign up, go to [www.MyPaymentsPlus.com](http://www.MyPaymentsPlus.com)
- For support questions do not contact your school, please call 1-877-237-0946

Also, this year, any student who qualifies for a bus will receive their busing information through the online enrollment process.

If you do not have a ParentVue account, you **must** get signed up as soon as possible, please call the office at 973-1100 and have your account set up. New accounts will be set up beginning July 8<sup>th</sup>. All returning students are **required** to enroll online.

If you are new to Wilbur but not to the district & have a Parent Vue account you can still enroll online, be sure to print your enrollment

page and bring your proof of address with you to Wilbur during enrollment.

## Plan Ahead for the 2019-2020 Year...

### NO SCHOOL on these dates

September 2	Labor Day Holiday
October 18	Non-Teaching Duty Day
October 21	District Inservice
November 11	Veterans' Day Holiday
November 27	Conference Release Day
Nov 28- Dec 1	Fall Recess
December 20	Non-Teaching Duty Day
Dec 23-Jan 2	Winter Recess
January 3	District Inservice
January 20	M.L King, Jr. Birthday Observance
February 17	Presidents' Day Holiday
February 18	District Inservice
March 13	Non-Teaching Duty Day
March 16-20	Spring Break
April 10	Conference Release Day
April 13	District Inservice

\*Due to ongoing budget conversations, this calendar may change at the discretion of the Board of Education and/or administration.



# SPORTS INFORMATION

## CROSS COUNTRY

Come join one of the premier cross country programs in the city. Seventh and eighth graders are eligible to participate.

The first practice will be Monday, August 19<sup>th</sup>, from 3:25-5:00pm. There will be five meets with other middle schools in the city and surrounding area. Meets will be held in area parks after school and on Saturdays. Separate races are held for the 7<sup>th</sup> grade girls, 7<sup>th</sup> grade boys, 8<sup>th</sup> grade girls, and 8<sup>th</sup> grade boys. Races for 7<sup>th</sup> grade are one mile and races for 8<sup>th</sup> grade are either one and a half or two miles. Everyone who comes out for the team will run in the meets; there are no cuts (this is the only sport at Wilbur that can make that claim). Interested athletes should begin running, building up to two or three miles every day so they are ready when practice begins. **Sign-up and additional information regarding practice dates and times will be available during enrollment.**

**NOTE: A KSHSAA athletic physical is REQUIRED BEFORE a student may begin to practice.**

Physical forms are available online at [wilbur.usd259.org](http://wilbur.usd259.org) under athletics, [www.kshsaa.org](http://www.kshsaa.org) under forms, or in the school office.

## VOLLEYBALL

Volleyball intramurals which are open to all 7<sup>th</sup> and 8<sup>th</sup> grade girls will be held in late August from 3:25-5:00 PM in the boys' gym. **Intramural dates for 2019 are slated for the weeks of Aug 19<sup>th</sup> & Aug 26<sup>th</sup>.** Students should listen to the morning announcements for specific dates and times. During intramurals, time will be spent playing games and participating in group drills. Tryouts for the team will begin September 3<sup>rd</sup> from 3:25-5:00PM. Girls wanting to try out for the team are encouraged (but not required) to participate in intramurals. A physical is not required for intramurals; however, a **KSHSAA athletic physical is REQUIRED BEFORE a student is allowed to try out for the volleyball team.** Physicals are available online at [wilbur.usd259.org](http://wilbur.usd259.org) under athletics, [www.kshsaa.org](http://www.kshsaa.org) under forms, or in the school office.

**For the most up to date athletic schedules click on the link below, after August 1<sup>st</sup>:**

<https://www.usd259.org/site/default.aspx?PageType=3&ModuleInstanceID=19359&ViewID=7b97f7ed-8e5e-4120-848f-a8b4987d588f&RenderLoc=0&FlexDataID=14291&PageID=12375>

# SELECT INFORMATION FROM THE 2019-2020 STUDENT AGENDA

## Attendance Policy

### Absences

Regular attendance is important so that you get all the information that your teachers have to give and you don't get behind. If however, you are absent, a parent is to call the office at 973-1100 by 8:00 AM to report the absence. If a parent is unable to phone, you must bring a note to the attendance office when you return, explaining your absence. Parents only have 48 hours to provide an excused absence reason. **Absence reasons cannot be changed once the 48 hour deadline has been reached.** Voice mail is available to receive calls at any time during or after the school day.

If you don't call your student in before 10:30am the absence automatically becomes unexcused and will result in a computer generated phone call to your home or cell phone. If you are absent without an excuse for three days in a row, five days in a semester, or seven days in a year, a referral is made to the District Attorney's office or DCF. Please understand that truancy (unexcused absences) may result in arrest.

### Make-Up Work

Students need to make up class assignments when they are absent for any reason. When absent for just one day, upon returning, students should request make-up work from each teacher. If a student is absent more than one day, the parent may call in to request the make-up work every two days. The request should be made to the office before 9:00 AM and the assignments may be picked up after 3:30pm that day.

### Leaving during the Day

If a student needs to leave school during the day, he or she must bring a written note from a parent or guardian to the office giving the reason and time the student needs to leave. For safety and security reasons, parents or guardians must come in to the office to sign the student out, showing proper ID. Any person signing a student out **MUST** be on the student's list of contacts or the student will not be allowed to leave. If you return to the school the same day, you must sign back in at the office.

**Students may leave at lunch, but are required to be back at school and in class before the next class period begins.** A parent or guardian may personally come to the office to get his/her own child from school for lunch. **A student can leave ONLY with his or her OWN parent/guardian. Late arrival back from lunch will result in a tardy and a lunch detention the following school day.**

## School Start/End Times

Wilbur students will attend school from 8:00am to 3:10pm. Students are expected to be in class and ready to work before 8:00am each morning. It is essential, for your student's education, that they attend school on time, every day. Below is the new daily schedule:

- 1<sup>st</sup> hour – 8:00-8:51am
- 2<sup>nd</sup> hour – 8:55-9:42am
- 3<sup>rd</sup> hour – 9:46-10:33am
- 4<sup>th</sup> hour – 10:37-11:24am
- 5<sup>th</sup> hour – 11:28-12:10pm 6<sup>th</sup> & 7<sup>th</sup> grade Lunch
- 6<sup>th</sup> hour – 12:14-12:56pm 7<sup>th</sup> & 8<sup>th</sup> grade Lunch
- 7<sup>th</sup> hour – 1:00-1:47pm
- 8<sup>th</sup> hour – 1:51-2:38pm
- 9<sup>th</sup> hour – 2:42-3:10pm

## Dress Code: What's Hot, What's Not!

Students' clothing, accessories or items in their possession should not disrupt the learning environment. Clothing, makeup, accessories that are considered disruptive, vulgar, frightening, sexually suggestive, that carry a drug or alcohol message or that show too much skin are not allowed. Sleeves are required on all shirts or tops; the stomach/abdomen/cleavage must be covered; shorts/skirts need to be no shorter than mid-thigh (finger-tip length); sagging is not accepted, pants' waists can be no lower than 2" below the waist; no inappropriately revealing holes in pants or tops.

Gang, cult-related or any negative "group identification" clothing/accessories are not to be worn to school or on school property. Chains, hanging straps, dog collars, safety pins, studded clothing or accessories, or exaggerated contact lenses are prohibited. House slippers and pajamas are not to be worn. Hats, other head coverings, sunglasses, gloves, and coats are to be taken off before 8:00 AM and kept in lockers during the day.

Back packs are only allowed before and after school. They may not be carried to class. Small purses are permitted, provided that they are not large enough to hold books. String bags are not acceptable.

Violation of the Wilbur dress code will result in a warning, removal of the offending item or donning of a school issued shirt to cover the offending item. If the item cannot be removed or covered, the student will be asked to call home to have an appropriate replacement item brought to them. Students with sagging pants will be issued a cincher to keep the pants at the appropriate height. Students who repeatedly violate the dress code will be assigned detentions or suspensions depending on the severity and number of violations. Administrative discretion may be used in any and all instances.



# SCHOOL SERVICES

## Counselors

The guidance offices are located in room 305 and A8 in the 300 hall.

### What to do if you wish to see a counselor:

1. Tell your teacher. They will have a form you can fill out or you can pick up a Request to See Counselor Form in the office.
2. Your request will then quickly find its way to the counselor.
3. You will be called to the counseling office within 24 hours of your request.
4. If it is an emergency, indicate such on the request form.
5. Do **NOT** go directly to the counseling office and attempt to sit and wait to see the counselor.

## Library

The library is open from 7:50 AM -3:05 PM. You must have a pass from the librarian before you use the library. There are no passes for the library during lunch. Books may be checked out for two weeks and you may renew them once. Fines are \$0.20 per day; maximum \$10.00.

## Nurse's Office

The nurse's office (room 202) is located just south of the main office in the 200 hall. Our school nurse is here every day. If, for any reason, she is not in her office and you are ill or injured, come to the main office where the staff will administer first aid if necessary and/or call parents. **Always get a pass from your teacher before going to the nurse's office.**

If you are on a medical plan or have medicine you are required to take, bring all medicines, the plan, or directions to the nurse or school office.

**NEVER** leave the building during school hours without signing out in the attendance office. After someone has called your parents, your parents/guardians must personally check you out through the office.

## Vending Machines

Drinks and snacks may be purchased before and after school. Use vending machines at your own risk, the school is not responsible for refunds. **The office does NOT make change.**

## Cafeteria Program

Your student identification badges serves as your lunch card. Money can be added to a student's account either by bringing payment to the cafeteria before 8:00AM or online at [www.MyPaymentsPlus.com](http://www.MyPaymentsPlus.com). You will need to have each child's school ID number in order to register an account for them.

Students will have 20 minutes for eating lunch and 20 minutes for lunch recess outside. All students will be required to be in the cafeteria or outside with their lunch group, whether eating lunch or not.

Lunch may be purchased in the cafeteria or students may bring their own sack lunches. Students may also purchase items from the a la carte line.



Students are not allowed to leave campus during lunch to go to a nearby fast food restaurant.

Breakfast is available before school from 7:40-8:00 AM. Students are not allowed to take food items from the cafeteria.

## Wilbur Web Site

The Wilbur Web Site is an excellent resource to keep up-to-date with what is going on at Wilbur Middle School. Here you can find out about upcoming events, look up information about individual classes, participate in discussions, contact staff, read the daily student bulletin, see results from competitions, view pictures from performances, watch video slideshows, and find a variety of other information.

The address for the Wilbur Web Site is: [www.wilbur.usd259.org](http://www.wilbur.usd259.org)  
Students and parents are encouraged to visit the website often. Students and parents can send website suggestions and comments to [jhysom@usd259.net](mailto:jhysom@usd259.net).

## Parent Vue

All parents are urged to set up their Parent Vue Accounts if they do not already have one. Parent Vue gives parents online access to up to date information about their child. Parents will be able to review general information (demographics and emergency contacts), student attendance, academic progress (assignments from the current grading period and grades from previous grading periods,) student schedules and other miscellaneous information. Parents will need their accounts set up in order to enroll for the 2018-2019 school year.

Using their account, parents can log in using the Parent Vue link on the home page of the Wilbur Web Site. This link may also be used to download a form to fill out to request an account. This form may be dropped off at the Wilbur office or faxed to 973-1090.

## Parent Link

Parent Link is a service that allows schools to connect with the parents and keep them informed. It is easy and it is automated. Parents will be contacted through phone calls and/or by email with up-to-the minute information including notification of unexcused absences, building-wide announcements, event reminders, and emergency announcements. There are no extra sign-ups. All parents have to do is make sure their contact information is updated in the school's Student Information System. To do that, just check the demographic information using Parent Assistant.

## After School Tutoring

After School Tutoring runs Monday through Thursday from September 16<sup>th</sup> – December 12<sup>th</sup> and January 13<sup>th</sup> – May 7<sup>th</sup>. After School Tutoring gives students the opportunity to catch up on homework and get extra help in all their core classes. Students can only attend tutoring if they sign up prior to the date they want to attend and they must sign up for everyday they want to attend. Students can sign up by talking to any of their classroom teachers. Space is limited so students who sign up are expected to attend. Tutoring runs from 3:25 – 4:30pm.

# STUDENT IDS AT ENROLLMENT

All Wilbur Students are required to have a student ID with them at all times while on school grounds. Students will have a photo taken when they come to enroll. Students will have their ID issued to them during the first week of school. **It is important that students come to enrollment with their parents.** All Wilbur Wranglers will need their ID to buy their lunch, check books out in the library and for identification when asked.

## Student Behavior Expectations

Wilbur Middle School's priority is the personal safety of each student. To assure this, certain expectations are held for all students. Consequences to students who violate the safety of others range from individual conferencing to expulsion.

### Perform to Excellence

Whether competing in a Wilbur uniform, taking State Assessments, performing on the stage, completing an assignment, or just walking down the hall, Wilbur students are encouraged to always strive for excellence. Through this striving, we have won many championships, met our AYP goals, and achieved the State Standard of Excellence. We are proud of the Wrangler students and their desire to be excellent.

### Bullying/Harassment

Bullying or harassment of any kind will not be tolerated at Wilbur Middle School. This includes physical assaults, and threats as well as electronic, social networking, blogging, texting, or hazing threats. Any act that threatens or endangers a student or staff member will be dealt with swiftly and severely.

We strongly encourage all students who are victims or witnesses to any of this behavior to report these incidents to school authorities immediately. It is vital to report all such incidents to maintain the safe, positive, learning environment expected at Wilbur.

### Demerit

Staff members will issue demerit slips to students for minor offenses, usually occurring outside of the classroom. These offenses are:

Horseplay, running, littering or safety issues in the hallways, profanity, rudeness, dress code violations, being in the hall without a pass, and other violations at the discretion of an administrator.

When a student is issued a demerit she/he must serve a detention after school.

### Cell Phones

Cell phones are NOT ALLOWED during the school day. Students are required to turn off all cell phones and electronic devices and store them in their locker before 8:00 AM. Cell

phones or electronic devices (including iPods, MP3 players, games, headphones, etc.) are not allowed at any time during the school day. All devices must be turned off and be in the student's locker until 3:10pm. Cell phones and electronic devices may not be used in classrooms or gyms (unless permission is granted by administration), and are not allowed in locker rooms or restrooms. **On the first offense, the device will be confiscated and turned over to an administrator. The student will be able to pick up the device in the office after school. On the second and subsequent violations, after being confiscated and turned over to an administrator, the device may only be picked up by the student's parent/guardian.** If a student refuses to surrender the device when requested, the student will also be disciplined for defiance.

Due to the school policy, parents should not communicate with their students through text message or personal calls during the school day. Please make your after school plans and transportation pick up locations prior to school. In emergencies, all messages should be communicated through the main office number (973-1100).

### Miscellaneous Violation Information

- Administrative discretion may be used in any and all instances.
- Bus riders may be suspended from the bus for any rule infractions if occurring in transit or at a bus stop.
- BOE Search & Seizure Policies state "When a suspicion arises that a pupil is involved in illegal, illicit, or disruptive behavior, the principal has the authority to conduct a search and confiscate items considered illegal, illicit, disruptive, or a general nuisance to the educational process. When reasonable suspicion arises that use or possession of a pupil's property is illegal, illicit, disruptive, or a danger to the general welfare of pupils and staff, a search may be made of the pupil's person or personal property."
- Drug dogs or metal detectors may be used at administrative discretion.
- Parents' presence is required at all police questioning if the student is 13 years or younger and is considered a suspect (witnesses may be questioned without parent presence).
- Consequences for relevant offenses are in effect at all times, not just while school is in session
- Proctors who are suspended will lose their proctorship.

## Wilbur Middle School PTA

**We need volunteers willing to help with concessions, dances, teacher appreciation, staff meals and many other events**

PTA meets monthly, to discuss school issues and upcoming events. Check the school calendar for exact meeting dates and times.

For more information contact Karrie Biggs @ [Karrieb30@gmail.com](mailto:Karrieb30@gmail.com)

**WE NEED YOU! JOIN TODAY!!**



Wilbur Middle School  
340 N. Tyler Road  
Wichita, KS 67212

To the Parents/Guardians of:

*Wilbur Wranglers ~ Performing to Excellence*

## **2019-2020**

### **Enrollment Information**

If you are a returning student with a ParentVue account you can complete your enrollment online including paying all your fees beginning July 2<sup>nd</sup>. If you are a returning student without a ParentVue account you will need to contact the school at 973-1100 and have an account set up before you can enroll online. ParentVue access forms can be found on the district website at [usd259.org](http://usd259.org), click on the Parent's & Students tab then click enrollment. If you are transferring from another school in the district (this does not include Wilbur's incoming 6<sup>th</sup> graders) you can enroll online but will need to bring your proof of address and pay your fees at Wilbur. If you are new to the district you will need to visit the front office with your proof of address before you enroll your student. Proof of address is a utility bill or lease agreement stating you live at that address.

After you have paid your fees online, you will still need to come to the school, during enrollment **with your receipt** and your student to have a photo taken for their student ID. ID's will be issued during the first week of school.

The Wichita Public Schools does not discriminate on the basis of race, color, ancestry, national origin, religion, sex, disability, age, veteran status, or any other legally protected classification Persons having inquiries may contact the School District's Title IX Director/ADA/Section 504 Coordinator for adults at (316) 973-4420, or Section 504 Coordinator for students at (316) 973-4650, 201 N. Water, Wichita, KS 67202

## **WELCOME!**

### **To Our New Staff Members**

Every year there are staff changes and we lost some outstanding educators through retirement or promotion. This year is no different but we have added what we feel are top notch new staff members. Please join us in welcoming the following new Wranglers to our staff:

<b>Abigail Castro</b>	<b>Para</b>
<b>Adela Garton</b>	<b>LA 8<sup>th</sup></b>
<b>Barb Meyer</b>	<b>Social Worker</b>
<b>Bryn Blasdel</b>	<b>Math 7<sup>th</sup></b>
<b>Erika Carillo</b>	<b>Counselor</b>
<b>Erin Simon</b>	<b>Applied Academics</b>
<b>Holli Gill</b>	<b>Math 7<sup>th</sup></b>
<b>Jennifer Woodward</b>	<b>LA 8<sup>th</sup></b>
<b>Julia Conway</b>	<b>Art</b>
<b>Kellie Loudermilk</b>	<b>Data Leader</b>
<b>Mitch Linn</b>	<b>Principal</b>
<b>Rachel Johnson</b>	<b>Math 6<sup>th</sup></b>
<b>Rachel Wysong</b>	<b>Math 6<sup>th</sup></b>
<b>Stephanie Uffendel</b>	<b>Assistant Principal</b>
<b>Zach Westhoff</b>	<b>Boys' PE</b>

We look forward to the positive impact these quality educators and staff members will have on our students.

**GO WRANGLERS!!**