

Marshall

2023-2024

1510 Payne

Wichita, KS. 67203

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Attendance Office Phone #: 973-9012

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Visit our Website at:

<http://marshall.usd259.org>

**One Team. One Dream. Infinite
Possibilities.**



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Marshall **Daily** Bell Schedule

1st Hour 8:00 – 8:50 Homeroom

2nd Hour 8:54 – 9:38

3rd Hour 9:42-10:26

4th Hour 10:30-11:14


5th Hour 11:18-12:00 6th Grade Lunch

6th Hour 12:04-12:46 7/8th Grade Lunch

7th Hour 12:50-1:34

8th Hour 1:38-2:22

9th Hour 2:26-3:10

	Assemblies	Recess	Lunch
C	Whisper with shoulder partner before and after presentations; no talking during presentations	Outside voices to students nearby with appropriate language and conversation	Low voices to students at table; appropriate language in conversations; no talking to teacher is talking
H	Raise hand during appropriate times and wait patiently to be recognized by an adult	Politely and patiently ask an adult or another student	Raise hand and wait until recognized by an adult
A	Learn and reflect from presentation	Exercise and socialize	Get and eat your lunch ALL of your lunch

M	Walk respectfully and sit with class; keep hands and feet to yourself; move quietly when directed or given permission by an adult	Walk, run and play respectfully	Wait patiently and move quietly through lunch line; walk carefully to seat, trashcan, cart and for dismissal; bathroom breaks with permission; stay at your table until your area is clean and you are dismissed by an adult
P	Actively listen; sit up; eyes focused on presentation; use appropriate verbal responses and gestures	Speak respectfully and be courteous to others; follow game rules; share and return equipment	Use good manners, clean up responsibly, wait patiently to be dismissed
S	Success in school and life!	Success in school and life!	Success in school and life!
<i>Marshall Thunderbirds</i>	C= Conversation	H= Help	A= Activity

Levels of Questioning

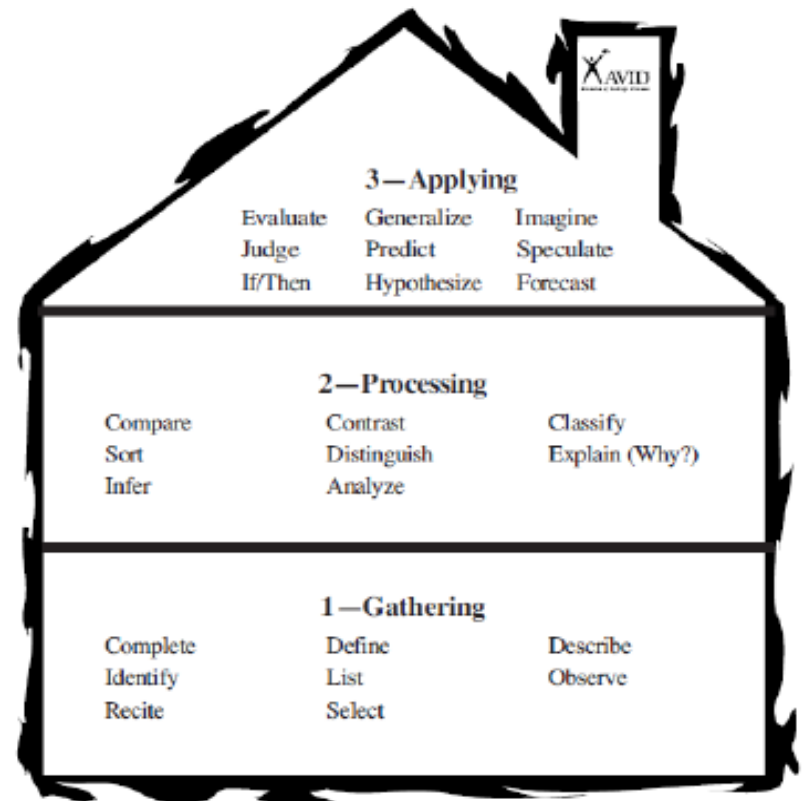
LEVEL1
 What information is given?
 Locate in the story where...
 When did the event take place?
 Point to the...
 List the...
 Name the...
 Where did...?
 What is...?
 Who was/were...?
 Illustrate the part of the story that...
 Make a map of...
 What is the origin of the word _____?
 What events led to _____?

LEVEL2
 What would happen to you if...
 Would you have done the same thing as...?
 What occurs when...?
 Compare and contrast _____ to _____.
 What other ways could _____ be interpreted?
 What is the main idea of the story (event)?
 What info supports your explanation?
 What was the message in this piece (event)?
 Give me an example of...
 Describe in your own words what _____ means.
 What does _____ suggest about _____'s character?
 What is the author trying to prove? What evidence does he present?

LEVEL3
 Design a _____ to show...
 Predict what will happen to _____ as _____ is changed.
 Write a new ending to the story (event)...
 Describe the events that might occur if...
 Add something new on your own
 that was not in the story...
 Pretend you are...
 What would the world be like if...?
 What do you think will happen to _____? Why?
 What is most compelling to you in this _____? Why?
 Could this story have really happened? Why or why not?
 If you were there, would you...?

The Three-Story House

Level 1 (the lowest level) requires one to gather information.
 Level 2 (the middle level) requires one to process the information.
 Level 3 (the highest level) requires one to apply the information.



THUNDERBIRD CODE OF CONDUCT

1. **Be prepared** with all materials in the **right place** and **on time!**
2. Treat ALL with **courtesy** and **respect.**
3. All students and all staff will take **responsibility** for their own actions and learning.
4. Follow **C.H.A.M.P.S**
 - C- Conversation
 - H- Help
 - A- Activity
 - M- Movement
 - P- Participation
 - S- Success for ALL!

GUIDELINES FOR SUCCESS

John Marshall Leaders in MIDDLE SCHOOL strive to instill character traits into the hearts and minds of our student body. Our *Guidelines for Success* are:

SHOWING RESPECT
WISDOM
ACCOUNTABILITY
GRATITUDE

Throughout the school year students will be recognized for showing Marshall **SWAG**. *Guidelines for Success* were designed and have been implemented in our school in hopes of fostering well-rounded students in our school and community.

DRESS CODE

The Marshall community supports standardized dress. Standardized dress contributes to a safer learning environment, a stronger focus on academics, improved student behavior, and reduced peer pressure. The administration maintains the right to deal individually with students concerning dress code issues.

- No denim material
- Students may wear white, maroon, navy or khaki pants, shorts, and skirts.
- Pants, skirts, and shorts must be worn at the waist.
- All shirts, sweatshirts, blouses, and sweaters must be solid white, navy, or maroon.
- Marshall Spirit T-shirts and sweatshirts are allowed.
- Jackets with hoods are allowed as long as the hood is not up/worn in the building.
- No backpacks are allowed, but string bags are allowed.
- Electronics should not be visible.

*Hard soled shoes must be worn.

**Certain body parts must be covered at all times. Torsos must be fully covered. Clothing must not be transparent/see-through.

Marshall standardized dress will be initiated and enforced beginning with the first day of the school year.

*****Students choosing not to follow the dress code will be subject to disciplinary action. Students will be first asked to change; if unable to change they will contact parents and be put in In-School-Suspension or will be sent home if they will not comply. Repeated dress code violations will be considered**

defiance and will result in an in-school suspension or suspension from school. ***

DAILY ATTENDANCE

In accordance with the Kansas Compulsory Attendance Statute (KSA 72-1111), we expect our students to attend **ALL** classes every day. If a student is ill or not coming to school, it is the **family's** responsibility to contact the school on the day of the absence prior to 10:00a.m. Families must leave the full name of their child and reason for the absence with any of our clerks. A student will be allowed 12 school hours or two school days of illness. Any absence beyond this time requires the student have a medical note from a doctor when he/she/they returns to school. Any student who knows of an anticipated absence must notify the office within 24 hours of the absence when at all possible.

When a parent needs a student to be excused before the end of the school day, the parent should call the office or write a note stating the time and reason the student should be excused. The student must bring that note to the office **BEFORE SCHOOL** and exchange it for a pink slip, which he/she/they will show to the teacher when it is time to leave.

- Any student leaving from or arriving at school at a time other than regular arrival or dismissal time should sign in or out of the office.
- Only a parent or an adult listed in the Synergy System is allowed to pick up a student from school. **The adult must come inside to the office and sign the student out.**
- Students who know in advance they will be absent for several days for urgent and unavoidable reasons should fill out a *Request to be Absent* form available in the office. Teachers will sign the slip and provide assignments. It is the student's responsibility to make up the work in the allowed time.

Attendance Office Phone #: 973-9012

TARDY TO SCHOOL

All Wichita middle school students are expected to arrive at school on time each day. Students who are not in class after the tardy bell has rung are considered tardy unless they have a pass. Students will be given excused admit slips for late arrival for the following reasons: **late buses, medical appointments, funeral, or required appearances in court.** Documentation must be provided to receive an excused admit slip. Students who arrive habitually late to school for any reasons not listed above could be issued a lunch detention for the current school day.

TARDY POLICY

Any student who is **not in his/her/their classroom when the bell rings** is considered tardy. Teachers will document attendance and students who are tardy in a class period.

Students who are tardy will be given a consequence by Administration. ***Students who ride the bus and arrive to school late because their bus was delayed are **NOT** considered to be tardy **BUT** must still receive a pass prior to being admitted to class.*

ADDRESS AND PHONE NUMBER CORRECTIONS

It is the responsibility of the parent/guardian to notify the school of any change in address or contact information. Such information will be crucial in the event of an emergency or in instances whereas the parent or legal guardian needs to be contacted by the school.

SCHOOL HOUR APPOINTMENTS

Students who need to schedule appointments with their physicians, dentist, or any other type of personal business are encouraged to do so before or after school. In some cases, such times cannot be scheduled, and students are encouraged to visit with their parents and teachers to setup a time that would work for both parties. *Any student who leaves during school or misses school because of an appointment must provide the office with an official slip from the institution seeing the student during school hours. Any student who returns from an appointment without a slip will be considered unexcused and will be subject to the Tardy Policy.*

BREAKFAST

Breakfast is served from 7:30a.m. to 7:50a.m. Students who do not ride the bus may eat during this time only. Students who ride the bus and want to eat breakfast will go to the cafeteria as soon as they are dismissed from the bus and eat immediately before going to class. If the bus is late, students will be given 10 minutes to eat breakfast and then must go to class.

BUSING

Students who live at least 2.5 miles away from the school are eligible to ride the bus. Information regarding bus routes and times can be obtained in the main office. All bus students must abide by all school rules while on the bus and follow any written or verbal requests from the bus company and its personnel. Failure to abide by these rules may result in the loss of this privilege. Infractions with busing rules will be dealt with on an individual basis in, but not limited to, one of the following ways: Warning/Verbal & Written Warning; Parent Contact, Lunch Detention; Parent Contact and In-School-Suspension; Parent Contact/Suspension from Bus; or Out-of-School Suspension. Riding the bus to and from school is a **PRIVILEGE** not a right, and administration will maintain the safety of all our riders through enforcement of appropriate behavior for all students while riding the bus. The bus is an extension of the school, and all school rules will be followed while riding the bus.

BEFORE AND AFTER SCHOOL

Students will not be permitted to be in the halls or classrooms prior to 7:50a.m. or after 3:20p.m. without a pass. Students who are caught wandering the hallways may be subject to disciplinary action. There will be **NO** playtime in the gym.

SCHOOL NURSE

The nurse's job is to provide students with medical care as well as educate the students about healthy choices. If you do not feel well, you must have a pass from your teacher to see the nurse. You will not be seen without a pass.

MEDICATIONS AT SCHOOL

In adherence to board policy P5316, students who need medication (prescription or nonprescription) at school **must follow the following steps:**

1. Provide the nurse with a written request from your physician or dentist and family stating that it is necessary for the medication to be taken during school hours.
2. Send medicines to school in the properly labeled prescription bottle or in the original container when bringing over-the-counter medicine.
3. Keep all medicine in the nurse's office.

ASSEMBLIES

School assemblies are provided to give students educational experiences and to allow student participation. Students are reminded of the CHAMPS expected during all assemblies.

HONOR ROLL

- 4.0 4.0 Honor Roll
- 3.99—3.50 Honor Roll
- 3.49—3.00 Honorable Mention

BRINGING PERSONAL ITEMS TO SCHOOL

Do not bring items to school that distract anyone from learning. Items that entertain are not appropriate for school. This includes, but is not limited to, snacks, stuffed animals, toys, electronic items, (including gaming systems, cell phones, earbuds, headphones, cameras, etc.), etc. Electronics are only allowed in teachers' rooms that allow it. Electronics should be out of sight in common areas during passing periods, lunches, or any other times, unless approved by an adult. Any item that is deemed a distraction (toys, stuffed animals, and other playthings) need to stay at home. Personal hygiene products may only be used at appropriate times. Items that are especially valuable to you should never be brought to school. Any inappropriate item brought to school will be confiscated by staff and turned into the office for parent pick up. **USD #259 is not responsible for the loss of a student's personal items.**

CELL PHONES AND OTHER ELECTRONIC ITEMS (BOE P1464)

The use of Personal Electronic Devices (PEDs) by pupils during the school day is reliant upon each classroom teacher's permission. These devices must be kept out of sight and powered off during time in common areas such as hallways, recess, and lunch – unless given permission by an adult. The school day is defined by each school site. PEDs include, but are not limited to, cellular phones, MP3 players, earbuds, headphones, and other personal communication devices that have the potential to be disruptive to the educational process.

Items intended to look like or simulate such devices are included. Students who violate this policy and the associated regulation shall be deemed to have created a disruption to the instructional environment and are subject to appropriate disciplinary actions.

Students shall be personally and solely responsible for the security of their cellular telephones and other PEDs. The Wichita Board of Education shall not assume responsibility or liability for the theft, loss, or damage to a cellular phone or other PED, nor does it assume responsibility for the unauthorized use of any device. Any cell phone that is taken will be sent to the office and will be released at the end of the school day to either the student or the student's family, depending on Administrative decision. If there are repeated offenses, then administration will view this behavior as defiance and more severe consequences will be enforced.

FOOD

Teachers may decide if there can be gum or food in their classrooms. Students will respect the rules of the teachers' classrooms. A la carte is offered at lunch and no open food items may leave the cafeteria. Snack Shack will be open many days after school in the auditorium foyer. All waste is to be disposed of properly.

TELEPHONE

Office telephones will be available to students on a limited basis. To ensure continued learning for ALL students, staff will not transfer phone calls to students during the class day. A message can be taken and given to the student at the end of the school day. Please make all transportation arrangements before the student comes to school. Please have a backup plan already in place in case of bad weather. Students are allowed to use the phone after school in the main office.

VISITORS

Families are always welcome to visit classrooms; we encourage parents/guardians to make appointments to discuss concerns and progress of students with individual teacher(s). **ALL visitors will sign in through the Hall Pass System in the main office immediately upon entering the building.**

HALL PASSES

Students will need a pass from a teacher to leave the classroom during class time. Students may be asked for their pass and must be able to provide one at anytime by **ANY** adult employed by the school district. Students who are unable to provide a pass upon request may be subject to disciplinary action.

SCHOOL ID

IDs can be purchased in the main office before or after school or during lunch.

PARENT TEACHER CONFERENCES

Families visit with their student's teachers during our student-led conferences which are held twice a year. Call the office to reschedule if you are unable to attend.

LOCKERS

You will be given a hall locker and a PE locker if enrolled in Physical Education class. Marshall Administration may conduct locker searches at any time. **LOCKERS ARE FOR YOUR USE ONLY.** FOR SAFETY REASONS, do not give your locker combination to anyone. You will be held responsible for any and all items found in *your* locker, even if it is not your property. This includes illegal substances or weapons.

LUNCH PROCEDURES

1. Follow the Lunchroom **C.H.A.M.P.S** procedure. **C.H.A.M.P.S** are posted in the cafeteria and will be reviewed with the students the first day of school and as often as needed throughout the school year.
2. After getting your food, you will be assigned to a table and be seated. You will take the "next seat" at the table.
3. **Food must remain in the cafeteria.**
4. Students will go outside for recess (weather permitting) to designated areas. When the weather is bad, recess will be held in the gym or auditorium.
5. When outside for recess, students are to remain outside, unless there is permission from an adult. You need permission to go to the nurse, restroom, back to your class, office, etc.
6. **You must have a pass for special activities and tutoring during lunch time.**

OFFICE REFERRALS

Infractions of school policy will result in a student receiving an office referral. Student referrals will be sent electronically to an administrator as soon as the incident occurs. A building administrator will handle the discussion and set consequences for the referral. Consequences will depend on the individual committing the infraction and the nature of the infraction. A copy of the referral may be mailed home or parents may be contacted by the staff member writing the referral via telephone or other means of communication. Parents are encouraged to call 973-9000 if there are ever any questions regarding the incident and/or the consequences documented.

SCHOOL SPONSORED ACTIVITIES

Home Game Expectations

- No F's in any class. Be prepared to show StudentVue.
- Non-Marshall Students may attend only with a parent/guardian present. (This includes HS students)
- Visiting team students must sit with their administrator in the Visitor's Section
- No reentry (Once students leave the building, they may not come back inside.)
- Students need their belongings as there is not an opportunity to go to their locker or a classroom afterwards.
- Any student not picked up 20 minutes after the end of a game may not attend the next home game.

STAYING SAFE IN SCHOOL

Marshall is a safe place where all you need to worry about is doing your best schoolwork possible. We are a safe school because administration, staff, and students all work together to ensure a safe and positive learning environment. Some ways for students to help keep our school safe include:

- Telling the nearest adult whenever you feel frightened or uncomfortable. While you will also want to tell your parents, please talk to someone at school so we can get the problem resolved.
- Always be where you should be. If you are scheduled to be in class, be there. Stay in the designated area during your lunch period.

INTER-SCHOOL ACTIVITIES

We strongly encourage all Marshall students to become involved in extra-curricular activities at school. Marshall students may take part both as individual and group performers in many school activities. Activities include:

- Vocal and Instrumental music festivals
- JROTC
- NAL (National Academic League)
- Intramurals-open to ALL students after school
- Sports are available to 7th and 8th grade students only, which include :
 - Cross Country
 - Volleyball
 - Basketball
 - Track

If you are interested in any activities, ask your teacher to direct you to the appropriate person for more information.

Cross Country	7 th & 8 th grade boys/girls
<i>(August-September)</i>	
Volleyball	7 th & 8 th grade girls
<i>(September-October)</i>	
Basketball	7 th & 8 th grade boys/girls
<i>(December-February)</i>	
Track	7 th & 8 th grade boys/girls
<i>(March-May)</i>	

STUDENT COUNCIL

Student Council is composed of representatives from 6th, 7th, and 8th grades. Eighth grade students may run for office. Officers are elected by the student body. Offices include President, Vice-President, and Secretary for each grade level. Student Council holds regular meetings with the teacher sponsor. Some Student Council sponsored activities may include, but are not limited to, school dances, Red Ribbon Week, food drives, and other community service projects. The purpose of STUCO is to build student leaders and give a voice to students in our school.

MONEY AT SCHOOL

There are few times you will need to bring extra money to school. If you are buying tickets for an activity, paying for

projects, or paying for lunch each day, you will only need small amounts of money. Do not bring unnecessary amounts of money to school. Selling personal items for profit is not allowed. **The school is not responsible for any lost or stolen personal items.**

INTERNET ACCESS

Students are assigned an electronic device a few days after school begins. To obtain approval, students and their parents must sign the District's Internet User Agreement and each student's ID will have verification of computer access. **THE INTERNET MUST BE USED FOR EDUCATIONAL USE ONLY.** This is to ensure that students have Internet privileges and are using their own accounts.

ISS ROOM

The ISS Room is used for In-School-Suspension. Students will be allowed to complete school assignments but denied social privileges in an attempt to alter unacceptable behavior. Students are not allowed to have their cell phones in the ISS room.

- If a student has a question or a need, he/she/they/they may raise his/her/their hand for the teacher to come to the student.
- No talking or communicating with other students nor distracting noises are allowed. (This rule also prohibits note writing.)
- No leaning back, getting up from, or moving desks.
- No gum chewing or eating food.
- No drinking fountain or restroom privileges are allowed except at the discretion of the teacher.
- No locker privileges.
- No passes to leave the room.
- If a student is tardy to school, he/she/they/they may be sent home for the remainder of the assigned time in the ISS room.
- Students will be escorted to and from lunch.
- Students may be expected to perform community service while in the ISS room.
- It is the responsibility of the student to turn in completed work to their respective teachers at the end of ISS.
- Failure to comply with these rules may result in an out-of-school suspension and a parent conference.

STATEMENT OF NON-DISCRIMINATION

The Wichita Public Schools do not discriminate based on race, color, national origin, sex, handicap/disability, age, or religion. Persons having inquiries may contact the ADA and Section 504 Coordinator, 973-4420.

SEXUAL HARASSMENT OF PUPILS (P1116)

USD 259 will not tolerate sexual harassment of a pupil by another pupil, employee, or others. Violation of this policy shall result in disciplinary action against any pupil or employee involved, including possible expulsion of the pupil and

termination of the employee. Others who violate this policy shall be reported to local law enforcement authorities for appropriate action and may be prohibited from being on school property and/or attending school activities. Administrators who fail to follow the policy or fail to investigate complaints shall also be disciplined.

HARASSMENT OF PUPILS (P1119)

USD #259 will not tolerate harassment or intimidation of a pupil based on race, color, religion, gender, national origin, or disability by another pupil, employee, or others. Pupils and employees who violate this policy shall, after proper investigation, be subject to sanctions including possible suspension and/or expulsion of the pupil and termination of the employee. Others who violate this policy shall be reported to local law enforcement agencies for investigation. Administrators who fail to follow the policy or fail to investigate complaints shall also be disciplined.

BULLYING AND OTHER STUDENT BEHAVIOR (P1464)

Each pupil is held responsible for his/her/their personal actions. The right to attend a Wichita Public School carries with it the obligation to maintain acceptable behavior.

Bullying occurs in all forms including, but not limited to, appearance, status with a peer group (social power), intellectual, socio-economic, gender, race, sexual orientation, ethnicity, etc. Bullying in any form is prohibited on school property, in a school vehicle, or at a school-sponsored activity or event. In addition, bullying is prohibited while utilizing school property. Bullying includes Cyberbullying (Facebook, Twitter, etc.). In compliance with K.S.A. 72-8256 and amendments thereto, the Board heretofore developed and adopted a plan that addresses bullying. In addition to disciplinary action described in BOE Policy P5113 - Suspension and/or Expulsion of Students, students who violate the bullying prohibition may be reported to local law enforcement, if appropriate. This AIP 2 of this policy and the Bullying Plan shall be reviewed by the Board on a yearly basis.

PUPIL BEHAVIOR -ALCOHOL, DRUGS, DRUG PARAPHERNALIA, AND/OR OTHER CONTROLLED SUBSTANCES (P1465)

Any student who intends to or is selling, manufacturing, or trafficking alcoholic beverages, drugs, drug paraphernalia, inhalants, and/or other controlled or uncontrolled substances, such as, but not limited to, over-the-counter medications or unauthorized prescription drugs, or any student who possesses such substances in an amount that exceeds the reasonable personal need of the average user of the substance possessed, at school, on school property, or at a school supervised activity shall be recommended for appropriate disciplinary action up to and including an expulsion from the Wichita Public Schools for 186 school days. Any student who possesses, uses, or appears to be affected by or whose conduct appears to be altered by alcoholic beverages, drugs (except as medically prescribed), and/or other controlled substances, such as,

but not limited to, unauthorized prescription drugs, or possesses drug paraphernalia at school, on school property, or at a school supervised activity will be subject to appropriate disciplinary action.

TOBACCO FREE POLICY FOR ALL DISTRICT-OWNED PROPERTY (P1150)

The use of all tobacco products (vape pens, cigarettes, cigars, Pipes, and smokeless tobacco) and look-alike products such as electronic cigarettes (E-cigarettes) are prohibited in or all school district property. This policy applies to everyone working on, working in, using, or visiting school district properties. It applies to personal vehicles on school district property and district-owned vehicles.

EMERGENCY SAFETY INTERVENTIONS (P5116)

The use of seclusion or physical restraint when any student presents an immediate danger to self or others or, in certain instances, is engaged in the violent destruction of property ("emergency safety interventions" or "ESI") must be performed in accordance with K.A.R. 91-42-1 and 91-42-2. Every effort will be made to prevent the need for the use of restraint or seclusion, which should only be employed where less invasive alternatives are infeasible. Restraint or seclusion is never to be used as punishment or discipline, as a means of coercion or retaliation, or as a convenience.