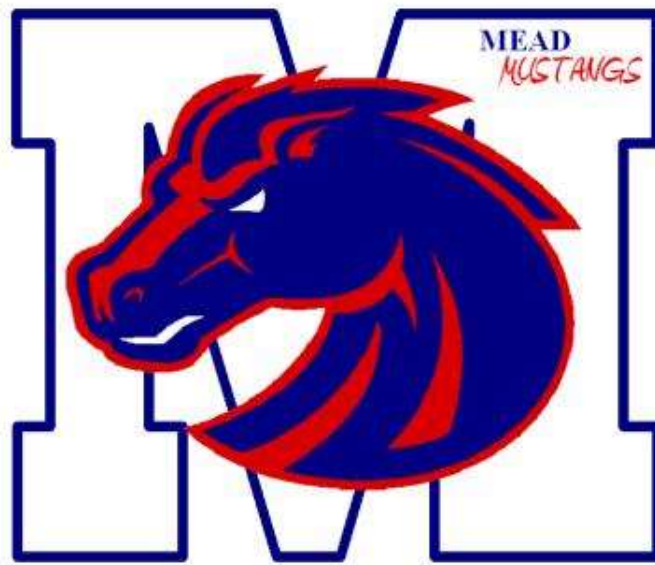


Mead Middle School

MUSTANGS

Student & Parent Handbook



Wichita Public Schools: Statement of Non-Discrimination

The Wichita Public Schools is committed to ensuring an environment that is free of discrimination, and to fostering a climate in which all employees and students may participate, contribute and grow to their fullest potential. Harassment and disparate treatment will not be permitted or condoned in Wichita Public Schools. The Wichita Public Schools does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, sexual orientation, disability, age, veteran status or other legally protected classifications in its programs and activities. All Wichita Public Schools employees have the responsibility to support this statement. The following persons have been designated to handle inquiries regarding the non-discrimination statement:

Section 504 Coordinator for Adults and Title IX Coordinator for Adults and Students

903 South Edgemoor
Wichita, KS 67218
(316) 973-4420

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Administration

Mr. Jacob Henning, Principal - 973-8500

Mrs. Elizabeth Eustache, Assistant Principal - 973-8500

Mrs. Maggie Rapp Purvis, Assistant Principal - 973-8500

Important Phone Numbers

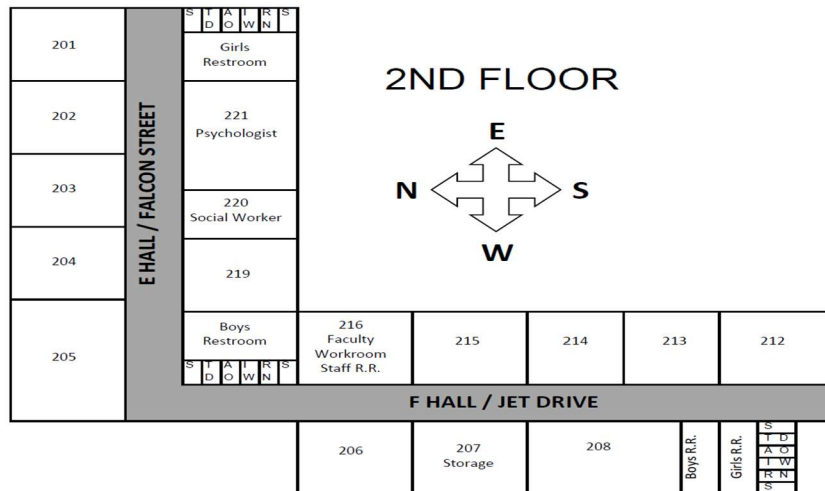
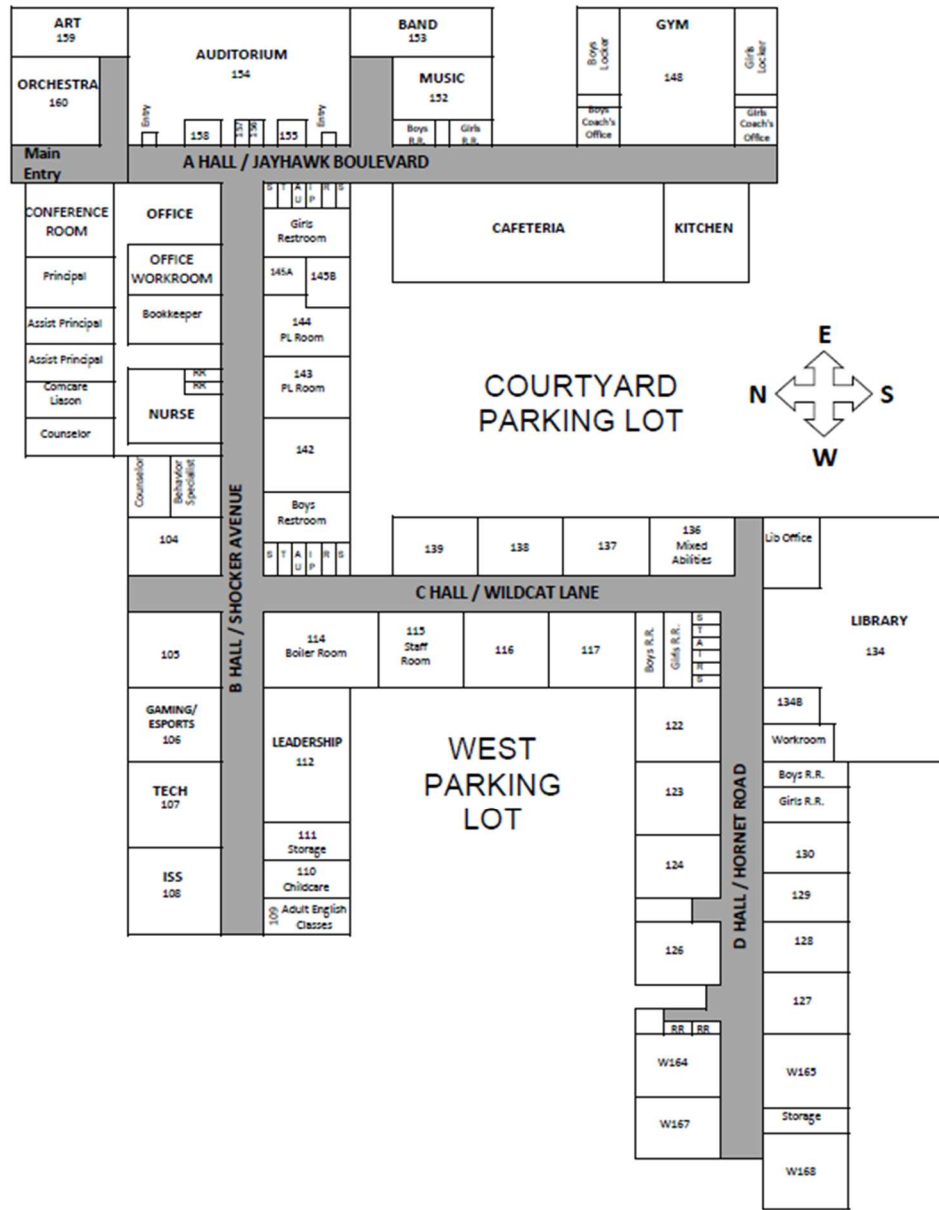
Attendance Clerk Office	973-8518
Bookkeeper	973-8501
Cafeteria	973-8510
Mead Fax	973-8503
Counselor	973-8508
Office	973-8500
Library	973-8535
Nurse	973-8514
Registrar	973-8502
Social Worker	973-8524

Bell Schedule

Students may use their lockers before and after school, and before and after lunch.

1st period	8:00 - 8:25
pass	8:25 - 8:29
2nd period	8:29 - 9:10
pass	9:10 - 9:14
3rd period	9:14 - 9:55
pass	9:55 - 9:59
4th period	9:59 - 10:40
pass	10:40 - 10:44
5th period	10:44 - 11:25
pass	11:25 - 11:29
6th period	11:29 - 12:10
pass	12:10 - 12:14
7th period	12:14 - 12:55
pass	12:55 - 12:59
8th period	12:59 - 1:40
pass	1:40 - 1:44
9th period	1:44 - 2:25
pass	2:25 - 2:29
10th period	2:29 - 3:10
Dismissal	3:10-3:15

Building Map



ACADEMICS/ PROGRESS IN CLASSES

Parents are encouraged to regularly monitor their student's academic progress in each class. **ParentVUE** is the online program available for parents to keep track of student grades, attendance, and communicate with teachers. ParentVUE can be found by logging on to www.usd259.org. Navigate to "Parent and Student" tab, then "Parent and Student Resources". The "ParentVUE" link is found on the right side of the page. Parents may call the office for more information and instructions how to use **ParentVUE**.

***Parents have the option to download the ParentVUE app on your smart phone.*

Stay informed about your child's progress throughout the year, and please ask questions if you don't know.

***Parents may request to meet with teachers at any time throughout the year during the teacher's scheduled "Team Time".*

Please contact the teacher and the office to schedule.

ALL students will be assessed for learning progress using Standards Referenced Grading (SRG). Please visit the district website, www.usd259.org, for more information about SRG. Under the "Parents and Students" menu and click on "Standards-Referenced Grading".

ACTIVITIES/ ATHLETICS

After-School Activities

Any school-sponsored event or activity including **after-school tutoring/ after-school rec., concerts, leadership events, academic teams, family nights, and other after-school/evening activities.**

*Students not participating in an after-school activity but wish to attend as a spectator **must be accompanied by a parent/guardian.***

After-School Athletics

(7th and 8th graders only)

Fall.....Cross Country, Volleyball

Winter.....Basketball

Spring.....Track and Field

- Academic eligibility is established by KSHSAA (Kansas State High School Activities Association).
- A student must have passed **five (5) classes** of unit weight the previous semester to participate.
- **A current sports physical for the 2023-2024 school year must be dated after May 1, 2023.**
- Athletic physicals must be uploaded on www.rankonesport.com and forms completed before the start of try outs.
- Spectators who display inappropriate behavior at games may be banned from future athletic contests.
- Any student-spectators not **picked up within 15 minutes** of the conclusion of the event may be excluded from future athletic contests.
- USD 259 Wichita Public Schools and school events are tobacco free zones.
- No pets allowed on school property or at school events.
- Students with an excused or unexcused absence more than half of the school day are not permitted to participate in or attend extracurricular activities scheduled for that date.

RANK ONE SPORT Athlete Registration

All athletes are required to complete the online registration before they can participate in tryouts for any sport. Parent/ Guardian begin registration by navigating on phone or electronic device to www.rankonesport.com

- Navigate to "Parents Click Here"/ "Online Forms"/ "Kansas"/ "Wichita Public Schools".
- "Welcome to the Parent Portal"/ "Click Here"/ "Continue as a guest"
- Upload Physical Form using a PDF or Picture (using your cell phone or student-issued iPad).

Exclusion from Activities and Athletic Events

During each semester, any student who receives **more than 3 discipline incidence referrals** will be excluded for the remainder of that semester from attending the following: athletic events, NAL events, after-school program field trips, after-school dances, and special events during the school day.

Student-Spectator Behavior Expectations

- Students must have their **ID card** with clearly visible photo to attend
- Students must **remain seated** in student section
- Students will only be permitted to **exit the gym during halftime and between games**
- Students must **remain off the court/** out of playing area at all times
- Students will **not engage in negative or disrespectful banter** or taunting towards opponents or opposing team fans
- Administration reserves the right to **remove a student** from an after-school event **and/or exclude a student** from attending future after-school events for disruptive behavior, disrespect towards staff or adults, or any other behavior that impedes/interrupts the after-school activity.

ATTENDANCE

Attendance: It's the Law

The state attendance laws are explicit in the definition of valid excuses for absence from school. A student is expected to be punctual and regular in attendance to school. The parent is charged with the duty of keeping the student's attendance regular. Students absent during all or a major part of the day, are not permitted to participate in or attend extracurricular activities scheduled for that date.

Notification of an Absence

Parents of students absent from school are to call the attendance line, 973-8518, by 8:30 AM the day of the absence. Absences will be determined as excused or unexcused as defined by the school district definition. It is important for all students and parents to know that an absence that is excused at home does not mean it will be excused at school. (See excused absences below)

Please leave the following information on voicemail:

- Identify yourself
- Student's name
- Date(s) of absence
- Reason for absence (please be specific i.e., dr. appt., illness, out of town, etc....)

An absence may also be excused by sending a written excuse from the parent to the office upon the student's return. Parents are required to contact the attendance office to request excused absences within 72 hours of the absence.

Arrival and Dismissal Expectations

Students are not to arrive to school before **7:30 AM**. At 7:30 AM the main school entrance is unlocked. Students may not wait outside in the mornings. Upon morning arrival, students will wait in either the auditorium or the cafeteria until dismissed to classes. Breakfast is served from 7:30 AM – 7:50 AM daily.

Students are to be off the school grounds by **3:45 PM** unless previous arrangements have been made between the parent and administration, or the student is participating in a school-sponsored activity. Students may not re-enter the building once they exit. Students waiting for rides are to remain on concrete at the main entrance porch area. If the student is participating in a school-sponsored activity, he/she is to be at the location of the activity no later than **3:15 PM**.

***Failure to contact the attendance office within 72 hours will result in the absence remaining unexcused. If a phone is not available for parents to call, we will accept a note upon their return. Students are to bring notes to the office.*

Reminder: Students arriving to class after half the class has been in session will be counted absent for that class.

A student must be seated in class within the first 20 minutes of a 40 minute class period.

Students MUST attend at least ½ school day to attend or participate in ANY after school activity or event.

Excused Absences

Absences will **only** be excused for the following reasons:

- illness (a note from a medical doctor is required for 3 or more consecutive illness days)
- doctor's or dentist's appointments (a note is required if the absence is more than ½ day)
- a family death or serious illness
- court/judicial duty (a note is required if the absence is more than ½ day)
- school sponsored activities

Leaving During the School Day

When a student needs to leave school during the day, the parent is to call or send a note with the student to be taken to the office before school. Parents must come into the office to check students out of the building. Leaving for lunch is discouraged.

Homebound Referral/Extended Illness

Any student absence lasting 3 weeks or more will require contacting the attendance clerk (973-8518) and the counselor (973-8508) or social worker for a Homebound referral.

Request for Absence

"Request for Absence" forms can be given to a student who knows in advance they will be gone for an extended period of time. Those forms are given by the attendance clerk in the front office. A "Request for Absence" form should be completed, signed by the parent, and returned to school for approval for absences concerning out of town trips, weddings, family vacation, etc., **one week in advance**.

Unexcused Absences

Leaving school when school is in session without obtaining permission and signing out in the office.

Any absence not listed in the "Excused Absence" category

20 hours of unexcused absences will result in a formal meeting to be scheduled by a school official to discuss chronic absenteeism and school expectations.

35 hours of unexcused absences (three (3) consecutive days anytime during the school year, five (5) days in a semester, or seven (7) days in a school year), or 96 hours of excused absences, the student and parents will be referred to either the Dept. for Children and Families Truancy (DCF) Unit for students under the age of 13 years or the District Attorney's office for Students over the age of 13 years as well as a meeting with school officials to discuss chronic absenteeism.

Make-Up Work Policy

If a student is absent two or more days, the parent may call the attendance clerk, 973-8518 and request assignments. Teachers must have 24 hours notice to gather assignments.

It is the responsibility of the student to make up assignments that were missed due to absences (BOE P1472). The student needs to ask the teacher for work missed upon returning to class. Although individual teacher policies may vary, students have the time they were absent, plus one additional day to turn in make-up work.

Tardy to School

All Wichita middle school students are expected to arrive at school on time each day. Students who are not in class by 8:00 AM are considered late.

Students who arrive to school after 8:00 AM should report to the office and sign in.

Students will only be excused for late arrival for the following reasons: late buses, medical appointments, funerals, or required appearances in court. Documentation must be provided and given to the attendance clerk for the tardy to be excused. Students who arrive late to school for any reason other than those listed above will be marked unexcused and are subject to consequences as assigned by administration. We do understand that things outside of our control do occasionally happen, so each student is allowed three tardies per quarter before consequences/interventions are assigned. **Unexcused tardies** include oversleeping, work issues, flat tires, traffic, stopped by train, car trouble, missed bus, etc.

Tardy to Class/Hall Pass

Students are expected to arrive on time to each class throughout the school day. Students not in their classroom by the end-of-passing period bell are tardy and must report to "hall sweep station" for tardy check in and staff will escort student to class. Students with a tardy to class will be assigned to lunch/ recess detention the following day. Students who continue to be tardy to class will meet with absentee interventionist and administration will assign consequences which may include in school suspension, out of school suspension, or other consequences as determined by the administrative team.

Each quarter all students start with zero tardies to classes. Students who maintain zero tardies to classes an entire quarter are recognized and rewarded with a dress down day.

Excessive Tardy Consequences

Administration will assign consequences to students who intentionally and/or blatantly disregard getting to classes on time. These consequences are at the administrator's discretion and may include In School Suspension or Out of School Suspension.

BICYCLES, SKATEBOARDS, ROLLERBLADES

- Students are to lock their bicycles in the bike racks on the north side of the building near the main entrance (Door #1) off Skinner Street.
- The school is not responsible for missing or damaged bicycles.
- Students who ride skateboards or rollerblades may lock them on the skateboard rack at the main entrance or may keep them in their locker. Roller blades should be kept in locker.
- Bicycles, skateboards, and roller blades may not be ridden anywhere on school grounds, which includes the sidewalks surrounding the campus. Failure to comply will result in a loss of these privileges.

BUSES/ TRANSPORTATION TO SCHOOL

School Bus

- Transportation to Mead is available to students who live 2.5 miles or more from school.
- All students who ride the bus are provided with bus rules prior to the start of the school year.
- Riding a school bus is a **privilege** that can be suspended or revoked as determined by administration.

Cars

- Follow traffic directions and safety precautions when dropping students off in the morning and picking up after school.
- Please drop students off on the south side of Skinner St.
- DO NOT drop students off on the North side and have them cross traffic.

- Do not block the bus loading/unloading zones directly in front of Mead. Go to <https://www.usd259.org/mead> for daily street closing notices.
- At school release time, Skinner Street will be blocked until 3:20pm for buses to load and leave quickly.

CAFETERIA/ RECESS EXPECTATIONS

Cafeteria Expectations

- Students **must** get coats, jackets, hats, etc. at the passing period before lunch.
- Enter the cafeteria with respect for others, walk along either wall to line up for either serving area.
- Students must have their ID card and must show their ID card to a lunch supervisor before entering the food service area.
- Students with ID cards will be allowed to purchase a la carte items.
- Students **without their ID card** will enter the **NO ID Line** and will be assigned to sit at a **NO ID** booth during lunch.
- Students **without their ID card may not purchase** a la carte items, nor may they ask other students to purchase a la carte items for them.
- *Purchasing A La Carte items is a privilege, not a right and may be taken away as determined by administration or lunch supervisors.*
- Remain in your seat until dismissed by an adult.
- No yelling or loud talking (Voice level 1-2).
- Keep hands and feet to yourself.
- Assist staff with throwing away trash and table clean up as requested.
- Report any problems/concerns to a cafeteria supervisor.
- **Ignore It. Walk-Away. Tell an adult.**

Recess Expectations:

- Students **must** get coats, jackets, hats, etc. at the passing period before lunch.
- Exit the cafeteria to recess with respect for others. (*Voice level 1-2*)
- **Students may not gather in groups of more than 5 students.**
- Report any problems/concerns to a recess supervisor.
- **Ignore It. Walk-Away. Tell an adult.**
- Line up promptly when directed by adults at the end of recess.
- Demonstrate good sportsmanship and citizenship.
- Enter the building from the playground or the auditorium respectfully. (*Voice level 1-2*)
- *Chronic behavior issues will result in consequences such as: loss of recess privilege for a period of time, or other consequences as assigned by administration.*

Food Delivery

- Food Delivery Service, i.e.. Grub Hub, Uber Eats, restaurant delivery service, etc. is NOT ALLOWED.
- Students may only receive food dropped off by their parent or guardian.
- Food dropped off by a parent or guardian must be delivered before 10:45am.

CELL PHONES, Personal Electronic Devices (PED's), ETC.

1) Powered off 2) Put away 3) Not in use

Mead Middle School students who violate this policy and the associated regulations are subject to appropriate disciplinary actions. If a student has a need to call home or call a parent, this should occur with adult permission using a school phone - not the student's cell phone.

Non-compliance with these expectations will result in the item(s) being confiscated by any staff member and item(s) turned in to the office for safe keeping until the end of the school day under the following guidelines:

<u>1st Offense</u>	Item returned to student at the end of the school day.
<u>2nd Offense</u>	Item returned to student at the end of the school day. Parent notified by office.
<u>3rd Offense</u>	Item returned to student at the end of the school day. Parent notified and consequences as assigned. (Parent notified and warned of ISS with 4 th Offense)
<u>4th Offense</u>	Item returned to student at the end of the school day. Parent notified of assigned ISS.

****Additional offenses will result in disciplinary action as assigned by administration.*

BOE Policy 1464

"While in the school building, students may use Personal Electronic Devices during class time for instructional purposes as defined by the teacher with the approval of the administrator. At all other times, these devices must be silenced and stored away... Personal Electronic Devices include, but are not limited to, cell phones, including smart phones; tablets; student-owned computers; accessories such as headphones, earbuds, speakers... and other personal communication devices that have the potential to be disruptive to the educational process."

The school assumes no liability for the loss or damage of any of these items.

Students shall be personally and solely responsible for the security of their cellular telephones and other PED'S. The Wichita Board of Education shall not assume responsibility for the theft, loss, or damage to a cellular phone or other PED, nor assume responsibility for the unauthorized use of any device.

- **Students using electronic devices (ie; phones, iPads, etc.) to record without permission will be subject to consequences as assigned by administration. Students appearing to record, or attempting to record, will be held to the same expectation and consequences as assigned by administration.**

DISASTER DRILLS

Students and staff must be prepared to always meet an emergency. School staff and substitute personnel will be familiar with emergency drill procedures (fire, severe weather, and shelter-in-place). Instruction for the students' safety may be given at any time during the drill.

Emergency drills must be taken seriously.

DISCIPLINE POLICY

Mead Middle School adheres to the expectations, policies, and procedures detailed in Wichita Public School's Student Code of Conduct.

What is the process for disciplining students?

The authority to suspend, to propose an extended suspension or expulsion is delegated to the principal or designee by the Board of Education in Policy 5113 and laws of the State of Kansas. When a pupil receives a short-term suspension, that pupil must be provided with an informal hearing. The hearing includes the rights of the pupil:

- To be present at the hearing
- To be informed of the charges
- To be informed of the basis for the accusation

- To make a statement in defense of the charges

Pupils proposed to be suspended for an extended term or to be expelled shall be given written notice of a formal hearing; provided procedural due process rights and provided an appeal process as listed in Policy 5113. When considering possible courses of action for disabled pupils in regard to alleged violations of school rules, policies and regulations, procedural due process rights are guaranteed under the Individuals with Disabilities Education Act (IDEA), applicable Kansas statutes and regulations.

What are our behavior expectations for students?

All students are expected to conduct themselves in a courteous, considerate manner with care for the safety and welfare of others at school, at school sponsored activities and on school buses being used to transport students for the school district.

According to our Student Code of Conduct, students are expected to:

- Work to the best of their ability to strive for the highest level of academic achievement
- Attend school every day, be in class on time and be prepared to learn
- Show respect for teachers, principals, other school staff and students
- Be honest and truthful
- Contribute to a safe and orderly environment by following the school rules for student behavior and dress
- Report information to school staff that may help prevent injury or danger to others at school
- Be kind and considerate of all people at school
- Respect school property and the property of others
- Ask for help from school staff for learning difficulties, for solving behavior concerns and to solve conflicts
- Set goals for learning and strive to accomplish the goals
- Accept responsibility for their actions and their education

What types of behaviors are NOT allowed under our Student Code of Conduct?

The Student Code of Conduct and Board of Education Policies prohibit student behavior at school, at school sponsored activities, and on buses being used to transport students for the school district that are:

- **Bullying**

Any intentional gesture or intentional written, verbal, electronic or physical act or threat by any student towards another student, staff member, or other person that is sufficiently severe, persistent, or pervasive that such gesture, act, or threat creates an intimidating, threatening or abusive educational environment.

(BOE Policies: P1464 Student Behavior-Regulations, P5112 Student Classroom Discipline, P5113 Suspension and/or Expulsion of Students)

- **Violence**

Violent behavior includes hitting, fighting, inappropriate touching, bullying, threatening words or actions and the possession and use of weapons.

(BOE Policies: P1116 Sexual Harassment of Students; P1119 Harassment of Students Based on Race, Color, Religion, Gender, National Origin, or Disability; P1462 Student Behavior-Assault and/or Battery of Staff Member; P1464 Student Behavior-Regulations; P1466 Possession or Use of Weapons, P5113 Suspension and/or Expulsion of Students)

- **Disruptive**

Disruptive behavior includes actions that interfere with the learning process for students and the teacher's ability to teach.

(BOE Policies: P1464 Student Behavior -Regulations; P1465 Student Behavior Alcohol, Drugs, Drug Paraphernalia and/or Other Controlled Substances; P1473 Standardized Dress Codes-P5112 Student Classroom Discipline; P5113 Suspension and/or Expulsion of Students)

- **Disobedience**

Disobedience is behavior in which a student does not follow the reasonable directions of school staff and a student that willfully does not follow school rules.

(BOE Policies: P1464 Student Behavior-Regulations; P5113 Suspensions and/or Expulsion of Students)

- **Dishonesty**

Dishonesty is behavior which includes stealing, cheating, plagiarism and lying. It also includes willfully withholding information regarding a situation that could endanger the safety of others.

(BOE Policies: P1464 Student Behavior- Regulations; P5113 Suspension and/or Expulsion of Students)

- **Destructive**

Behavior which includes destroying, defacing or vandalizing school property and the property of others.

(BOE Policies: P1464 Student Behavior- Regulations; P5113 Suspension and/or Expulsion of Students)

- **Sex Crimes**

Sex crimes includes nonconsensual touching, exposure, and pornography.

(BOE Policies: P5117 Reporting Suspected Child Abuse and or Neglect; P2361 Law Enforcement Contact with Students)

Unlawful behaviors may require the involvement of outside agencies such as law enforcement, Department for Children and Families, etc.

What are Zero Tolerance Policies?

The Wichita Public School District has three zero tolerance policies. Severe consequences for the prohibited behaviors are necessary to protect all students and staff in our school district. The zero tolerance behavior policies are:

BOE Policy 1462 - Student Behavior- Assault and/or Battery of Staff Member

BOE Policy 1465 - Student Behavior-Alcohol, Drugs, Drug Paraphernalia, and/ or Other Controlled Substances

BOE Policy 1466 - Possession or Use of Weapons

What are consequences for violating the Student Code of Conduct and Board of Education Policies?

Students that violate rules in the Student Code of Conduct and Board of Education Policies will receive disciplinary consequences as assigned by administration.

These consequences may include:

Verbal or written warnings to the student

Removal of classroom and/or school privileges

Removal from the classroom

Lunch detention

In-school suspension (five school days or less)

Short-term suspension from school (10 school days or less)

Reassignment to another school

Extended suspension from school not to exceed 90 school days

Expulsion from school not to exceed 186 school days

Where can parents receive additional information about Discipline procedures?

Students and parents may direct questions about the Student Code of Conduct and Board of Education Policies to their school principal. Additionally, parents may also contact the Wichita Public Schools Parent and Community Support Network Mediator for information at 973-4668.

*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, 903 S. Edgemoor, Wichita, KS 67218.*

DRESS CODE

STANDARDIZED DRESS EXPECTATIONS

TOPS

Colors: White, black, dark blue (navy), or tan (khaki)

Styles: Polo shirt with collar, plain color t-shirt, Oxford shirt with collar, sweater, sweatshirt, or Mead spirit T-shirt/sweatshirt

- **MUST BE A SOLID COLOR**
- **LOGO NO LARGER THAN A QUARTER**
- **SLEEVES MUST COVER the shoulder. NO Tank tops, NO spaghetti strap tops, NO crop tops**
- **NO HOLES**
- No more than two buttons unbuttoned
- No hooded tops
- No crop tops: Shirt must fully extend beyond the waist and not show midriff
- Undershirts/Turtlenecks: Must be a dress code color

BOTTOMS

Colors: Black, tan (khaki), or dark blue (navy)

Styles: Pants, slacks, joggers, jeggings with back pockets, sweatpants, shorts, skirts, or jumpers

- **MUST BE A SOLID COLOR- No stripes or LARGE print Logo's**
- **LOGO NO LARGER THAN A QUARTER**
- **NO YOGA PANTS, LEGGINGS, or BIKE SHORTS**
- **NO SAGGING BELOW THE WAISTLINE**
- No higher than 3" above knee. Fit at the waist. Even if leggings are worn underneath, the shorts, skirts, and jumpers may be no higher than 3" above knee.
- **No blue jeans or blue jeans look-alike pants, shorts, skirts, or jumpers**
- **NO HOLES**
- No pajama clothing

Leggings: White, black, or navy ONLY to be worn under a dress code bottom.

Leggings must be worn under other clothing. *Leggings are not to be worn alone.*

SHOES

- ✓ Should provide adequate support and safety
- ✓ No house shoes/slippers.

GENERAL EXPECTATIONS

- Coats, jackets, backpacks, blankets, stuffed animals, and purses are to be kept in lockers during the school day.
- Sunglasses, armbands, hair picks, and gloves are to be kept in lockers during the school day.
- Hats, doo rags, skull caps, bonnets, head wraps, and shower caps are **NOT** to be worn during the school day.
- Hats may be worn at recess for sun protection.
- **Bandana patterned accessories/cloths** of any color are not to be worn or brought to school. They will be confiscated.
- ***Writing/markings on self or others*** or writing/markings on clothing or other's clothing is **not allowed**.
- Clothing, buttons, jewelry, or other items which contain vulgar words or pictures, or identify/promote alcohol, tobacco, illegal substances, weapons, or sexual content are not allowed and will be confiscated.

**STUDENTS FAILING TO COMPLY WITH ANY DRESS CODE EXPECTATION ARE
SUBJECT TO IN-SCHOOL SUSPENSION OR OTHER DISCIPLINARY ACTION.**

**IF YOU NEED CLOTHING ASSISTANCE, PLEASE CONTACT THE SCHOOL
SOCIAL WORKER OR THE UNITED WAY HELP LINE AT PHONE NUMBER 2-1-1.**

DRESS DOWN EXPECTATIONS

"Dress Down" days are occasionally given as a reward or to generate fundraiser money. Students who do not dress down must arrive in standardized dress code. Students who do have permission to dress down must follow "**Dress Down**" Guidelines:

- Tops and bottoms in any color are allowed on dress down days.
- Blue jeans are allowed on dress down days.
- Hooded tops/hoodies are allowed on dress down days. **Hoods always remain off the head.**
- **NO** spaghetti strap tops, **NO** tank tops and **NO** crop tops. Tops must cover the shoulder, extend beyond the waist, and not show midriff.
- Holes in clothing may not inappropriately reveal bare skin.
- Shorts, skirts, and jumpers may be no higher than 3" above knee. *Even if leggings are worn underneath, the shorts, skirts, and jumpers may be no higher than 3" above knee.*
- Yoga pants, tight or form-fitting bottoms/leggings must be worn with a shirt that **FULLY extends (front and back) beyond the waist and covers the rear end.**
- **No pajama pants or tops.**
- Hats, doo rags, skull caps, bonnets, head wraps, and shower caps are **NOT** to be worn during the school day.
- Coats, jackets, backpacks, blankets, stuffed animals, and purses are to be kept in lockers during the school day.
- Hats, sunglasses, armbands, and gloves are to be *kept in lockers during the school day.*
- Bandana patterned accessories of any color are not to be worn or brought to school. They will be confiscated.
- Writing/markings on self or others or writing/markings on own clothing or other's clothing is not allowed.
- Clothing, buttons, jewelry, or other items which contain vulgar words or pictures, or identify/promote alcohol, tobacco, illegal substances, weapons, or sexual content are not allowed and will be confiscated.

STUDENTS FAILING TO COMPLY WITH DRESS DOWN GUIDELINES ARE SUBJECT TO DISCIPLINARY ACTION.

USD259 Policy P1464 Dress code may include, but is not limited to, a standard uniform, restrictions relating to jewelry, and restrictions on colorful hair and extreme hairstyles. Reasonable criteria for determining appropriate appearance are based on health, safety, and public decency considerations. The relationship of dress and appearance to the safety of the individual student varies depending upon the nature of the activity or class. Any wearing apparel which, in the opinion of the principal or designee, is associated with gangs and/or drugs and/or becomes disruptive to the educational process may be banned.

STUDENT ID's

Student safety is of primary importance. We use photo ID cards at Mead Middle School to identify students and provide a safe and secure learning environment. In addition to identification, student ID cards are used as library cards and lunch cards.

- Students are expected ***to always have their ID cards with them.***
- No writing, scratching, or markings can cover any part of the ID card.
- Students must have a proper ID to enter athletic activities and after school activities.
- Students are responsible for replacing their ID if it is lost, stolen, or damaged.
- IDs can be purchased before school for **\$3** in the front office.

HALLWAY BEHAVIOR

Hallway Expectations

A safe and orderly environment in any school is of primary importance. During each of Mead's many passing periods in a day, over 500 students are moving from one class to the next. We are committed to providing all students with safe and orderly passing periods. Therefore, any student failing to meet hallway expectations will be held accountable for not meeting behavior expectations.

- Walk with the purpose to get to class **ON TIME**.
- Use quiet, respectful voices (**Voice level 1-2**).
- Walk on the **right side** of the hallway.
- Remain **in motion**. Do not stop to visit or congregate with others.
- **Never** engage in **horseplay**.
- Keep hands and feet to yourself.

HEALTH SERVICES/MEDICATION

If a student becomes ill in school, he/she should request a pass from the teacher to see the nurse. **Students who are ill MUST call home from the nurse's office.** Students should not leave the building without authorization from the nurse. If the nurse is not in, students are to report to the office.

District Policy restricts school personnel from giving students any medication, including aspirin. **Prescribed medication** is given at school **only** upon a written request from both the parent/guardian and the student's attending physician. These written requests are required before medication will be allowed to be given at school. Please make sure students have received one dose of medication without an adverse reaction prior to any doses given at school.

*Please notify the school nurse if there are health conditions that may require attention, such as asthma, diabetes, epilepsy, etc. Immunizations must be current. The nurse can be reached at 973-8514.

LOCKERS

Lockers are assigned to Mead students. The locker number and combination is printed in the upper right area of the student's class schedule sheet. This locker information should immediately be torn from the schedule and kept in a secure location. Students may go to their lockers before and after school, and before and after lunch/recess **ONLY**. Problems with lockers should be put in writing and given to the front office or an Assistant Principal.

- **Students SHOULD NOT give their locker combination to another student.**
- **Students are not allowed to put items in another student's locker.**
- **It is a violation for a student to have his/her items in a locker assigned to another student.**

Gym Lockers:

The PE teachers will assign gym lockers and combination locks to students. **It is the responsibility of PE students to lock their belongings in their assigned gym locker, and make sure it is secure before leaving the locker room.** Problems with the combination lock should be promptly reported to the PE teacher.

*****Mead Middle School is not responsible for lost or stolen items.***

LOST AND FOUND/ CONFISCATED ITEMS

Unidentified items that have been found will be housed in the Lost and Found area near the main office. If students have lost an item, they must fill out a **“Request to Visit Office”** form and will be called into the office to check the lost and found with an adult. Any item that has been confiscated will be labeled with the students name and it will be housed in the office. Students may retrieve confiscated items at the end of the school day. Items not claimed by the end of the school year are donated to charity.

STUDENT INFORMATION

It is the **parent’s responsibility** to inform the school immediately if there is a change in address, telephone number, place of employment, or emergency telephone number. This information is critical in times of emergency.

We will only release a student to a person listed on the Pupil Information Form.

STUDENT BULLETIN/ MORNING ANNOUNCEMENTS

The bulletin is read each morning via the intercom. Students are expected to listen to the morning bulletin announcements to gain information about the day and upcoming events. It is the student’s responsibility to listen to the information every morning. Parents may view morning announcements via the Mead Middle School webpage.

STUDENT PROPERTY

Mead Middle School will not be held responsible for student property that is lost or stolen at school. The best way to keep track of property is to keep it at home. Items approved for use in school may be secured in lockers.

TELEPHONE USE

The office telephone is a business phone and should not be used by students except for important matters during the school day. Students who become ill may ask permission to see the nurse and may use the phone in the nurse’s office if necessary. *****Students are not allowed to use personal cell phones at school. Students who need to call home must ask permission from staff and/or administration.***

TEXTBOOKS/ TECHNOLOGY

Textbooks and other instructional materials, including technology, are the property of USD 259, Wichita Public Schools. They are provided for the use of students who are enrolled in district schools with the expectation they will be returned in the condition they were issued, assuming reasonable wear and tear.

Students who lose or damage instructional materials will be charged the replacement cost of the lost or damaged item(s) including technology.

Each student shall return all textbooks and technology issued to the student at the time they withdraw from the school, at the end of the first semester for all classes that do not continue, or at the end of the school year. Each student and their parent/ guardian shall be responsible for textbooks and technology not returned or that is damaged upon return. Any student failing to return textbooks or technology or who fails to pay for lost or damaged items may as a result have holds placed on progress reports, report cards and diplomas, be excluded from participation in graduation ceremonies, extracurricular activities, sports and special programs/events. All fines must be paid by no later than the last instructional day of the school year.

Technology

- Students will receive school-issued technology (iPad, Chromebook, or Laptop) at the beginning of the school year.
- **Students are expected to have their school-issued technology with them every day in every class except during the lunch period.**
- Students who violate this expectation are subject to school consequences.
- Students are responsible to follow expectations to maintain the school-issued technology:
 - Technology should be FULLY charged upon arrival to school
 - Issues with technology (lost, broken, etc.) should be reported IMMEDIATELY

Students are required to pay the replacement cost for damaged textbooks, instructional materials, and school-issued technology.

VISITORS/HALL PASS VISITOR MANAGEMENT SYSTEM

Any visitor entering our schools will be required to sign in using the hall pass system in order to visit with a student during school hours.

- Visitors required to use this system include:
 - *Parents, guardians and other visitors volunteering in or observing classrooms or student activity areas including lunch time.*
 - *Parent, guardians, or other visitors who may be at school for a classroom activity or other reasons as approved by administration.*
 - *Parents, guardians, or other visitors organized to drive for a field trip.*
 - *Vendors and other community partners who have access to our building's hallways to execute their work duties.*
- Driver's license or government-issued ID card will be used to check you in to the building. Name and birthdate will be instantly captured, and within seconds, you will receive a date-specific visitors ID badge to wear in school.
- Visitor IDs will be scanned against national sexual offender data bases to ensure the safety and security of our school environment. This will occur in a matter of seconds.
- A visitor will be required to check in each time they visit. This can be done using the key fob, or their driver's license/ID.
- Each time a visitor checks in, a custom ID badge will be provided.
- Should a non-authorized visitor attempt to enter a school, both school leaders and our district's safety personnel will be alerted.

WITHDRAWAL FROM SCHOOL

If a student is withdrawing from school, a parent should notify the office prior to the student's last day of attendance. The student will carry a withdrawal (exit) card and check out with each teacher, the bookkeeper, and the librarian. The student will need to **return textbooks and technology** to the appropriate teachers and/or to the office (Please review "TEXTBOOKS/TECHNOLOGY" section of the Student Planner on pg. 16 for more information).

BOARD OF EDUCATION POLICY

This is only a summary of a few policies as written by the USD259 Board of Education. For more detail on these policies or to read additional policies please visit the DISTRICT WEB SITE:

www.usd259.org

P1116 SEXUAL HARASSMENT OF STUDENTS

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... Unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term of the pupil's academic opportunities, (2) submission to or rejection of such conduct by a pupil is used as a basis for academic decisions affecting such pupil, or (3) such conduct has the purpose or effect of unreasonably interfering with the pupil's school performance or it creates an intimidating, hostile or offensive educational environment *whether or not the person engaging in the conduct intends to create that effect.*

P1119 HARASSMENT OF STUDENTS

USD 259 will not tolerate harassment or intimidation of a student based on race, color, religion, gender, national origin, disability, or genetic information by another student, employee or others. Students and employees who violate this policy shall, after proper investigation, be subject to sanctions including possible suspension and/or expulsion of the student and termination of the employee.

P2379 TOBACCO FREE POLICY FOR ALL DISTRICT-OWNED PROPERTY

The use of all tobacco products (cigarettes, cigars, pipes and smokeless tobacco) and lookalike products such as electronic cigarettes (E-cigarettes and Vape Pens) is prohibited in or on all school district property. The 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.

P1230 ACCEPTABLE DEVICE AND COMMUNICATION USE BY STAFF, STUDENTS, AND THE DISTRICT

The Wichita Public Schools (WPS) Technology Acceptable Use Policy is enacted to provide a statement for the purpose and use of technology. This policy outlines key definitions, district responsibilities, and acceptable use and guidelines for technology. It outlines the security measures WPS takes to secure learner and staff's data/privacy. Violations/Consequences are also outlined.

Violations of this policy may result in disciplinary or legal action including, but not limited to, restrictions or loss of network access, loss of student device, suspension or expulsion from school, assessment of cost and payment of damages, and/or criminal prosecution under appropriate local, state, and federal laws.

P1462 STUDENT BEHAVIOR-ASSAULT AND/OR BATTERY OF STAFF MEMBER

Any pupil, who is found to have committed battery upon any school district staff member 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 school district for 186 days.

Any pupil, who is found to have committed assault upon any school district staff member at school, on school property, or at a school supervised activity, shall be recommended for appropriate disciplinary action up to and including expulsion from the school district for 186 days.

P1464 STUDENT BEHAVIOR-REGULATIONS

All students are held responsible for their personal actions. The right to attend a Wichita Public School carries with it the obligation to maintain acceptable behavior. Rules and regulations apply to all students attending school functions held on school grounds, in school buildings, school vehicles, or at a school-sponsored activity or event, or at other facilities and while utilizing school property. Violations of the rules and regulations may be subject to disciplinary action and reported to local law enforcement, if appropriate.

***Bullying** by a student toward another student, a staff member or another person is prohibited. "Bullying" means: 1) any intentional gesture or any intentional written, verbal, electronic or physical act or threat by any student towards a student, staff member, or other person that is sufficiently severe, persistent, or pervasive that such gesture, act, or threat creates an intimidating, threatening or abusive educational environment that a reasonable person, under the circumstances, knows or should know will have the effect of: a) harming a student, staff member, or other person, whether physically or mentally; b) damaging a student, staff member, or other person's property; c) placing a student, staff member, or other person in reasonable fear of harm to the student, staff member, or other person; or d) placing a student, staff member, or other person in reasonable fear of damage to the student, staff member, or other person's property; 2) Cyberbullying; or 3) any other form of intimidation or harassment prohibited by the board of education of the school district in policies concerning bullying adopted pursuant to this section or subsection (e) of K.S.A 72-8205, and amendments thereto.

*Student use of **Personal Electronic Devices** during the school day is regulated as set forth below:

While in the school building, students may use Personal Electronic Devices during class time for instructional purposes as defined by the teacher with the approval of the administrator. At all other times, these devices must be silenced and stored away.

Students who violate this policy and the associated regulations shall be deemed to have created a disruption to the instructional environment and are subject to appropriate disciplinary actions.

P1465 STUDENT BEHAVIOR- ALCOHOL, DRUGS, DRUG PARAPHERNALIA, AND OTHER CONTROLLED SUBSTANCES

Any pupil who intends to or is selling, manufacturing or trafficking (as defined in AIP #1) 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 pupil who possesses such substances in an amount that exceeds the reasonable personal need of the average user of the substance possessed (as determined in accordance with AIP #2), at school, on school property, or at a school supervised activity shall be recommended for appropriate disciplinary action up to and including 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.

P1466 POSSESSION OR USE OF WEAPONS

Any pupil who is found to have brought handled, transmitted or to have been in possession of a weapon, as defined in AIP 1a and b, including any firearm or replica firearm at school, on school property, or at a school supervised activity shall receive a mandatory expulsion from the school district for 186 school days.

Any pupil who is found to have brought or to have been in possession of any article (as defined in AIP 1d) at school, on school property, or at a school supervised activity shall be subject to disciplinary action up to and including expulsion from the school district for 186 school days.

Any pupil who uses any article (as defined in AIP 1e) to inflict bodily harm or to place a person(s) in fear of bodily harm at school, on school property, or at a school supervised activity shall be subject to disciplinary action up to and including expulsion from the school district for 186 school days.

P1470 SEARCH AND SEIZURE- STUDENTS AND THEIR PERSONAL POSSESSIONS AND SCHOOL FACILITIES

The student has control over property in the student's immediate possession, the student's locker, desk, workstation, and other similar assigned areas of school property; but such control may not be exclusive. *When a reasonable suspicion arises that use or possession of a student's property or assigned property is illegal, illicit, disruptive, or a danger to the general welfare of students and staff, the principal or designee has the authority to conduct a search and confiscate items considered illegal, illicit, disruptive, or a general nuisance to the educational process.*

P5116 EMERGENCY SAFETY INTERVENTIONS BOARD POLICY

Seclusion or physical restraint (Emergency Safety Interventions (ESI) of any student may be employed only when the student presents a reasonable and immediate danger of physical harm to self or others or engages in violent action that is destructive of property. ESI should be used only after less restrictive or invasive alternatives have been considered and deemed infeasible. Certain modes of restraint are prohibited, and any restraint utilized must be consistent with this policy. Restraint or seclusion will not be used as punishment or discipline, as a means of coercion or retaliation, or as a convenience for a school employee.

The full policies may be accessed by going to:

www.usd259.org

Click on "About WPS"

Click on "Board of Education"

Click on "BOE Policies"

Helpful Links



@Mead_Mustangs



@katiestrickert5145

Instructional Videos about technology for parents/ guardians and students.



School Website:

Use this QR code to visit the school website for the most updated Mead Middle School information.