



# **Plymouth Middle School Student Handbook**

## **2017-2018**

v1.8.29.2017

## **DISTRICT 281 SCHOOL BOARD Mission and Vision**

### **Mission**

The mission of Robbinsdale Area Schools is to inspire and educate all learners to discover their unique potential and positively contribute to their community.

### **Unified District Vision**

Robbinsdale Area Schools is committed to ensuring every student graduates career and college ready. We believe each student has limitless possibilities and we strive to ignite the potential in every student. We expect high intellectual performance from all our students. We are committed to ensuring an equitable and respectful educational experience for every student, family and staff member, focusing on strengths related to:

- Race
- Culture
- Ethnicity
- National Origin
- Home or First Language
- Socioeconomic Status
- Sexual Orientation
- Age
- Gender
- Physical Appearance
- Religion
- Ability

## **PLYMOUTH MIDDLE SCHOOL VISION & BELIEF STATEMENTS**

### **Vision Statement**

We are a learning community dedicated to maintaining a healthy educational environment where all students are supported to meet rigorous academic goals.

### **Belief Statements**

#### **Climate – We believe:**

- that differences contribute to the richness of the school;
- in the importance of mutual respect and a sense of unity among students, families, and staff;
- that school should be relevant and meaningful to students' present and future needs;
- that students, families, and staff will listen, share, and interact to help make important decisions about each student's educational experiences.

#### **Program – We believe:**

- that students are most successful in an active learning environment with a wide range of materials and media;
- that curriculum should be flexible, adaptable, and take the needs of the learner into account;
- in providing personalized and varied performance expectations, and in recognizing our students and staff for their accomplishments;
- in encouraging students to be enthusiastic about learning and feel pride in themselves and in their school.

### **PLYMOUTH MIDDLE SCHOOL ADMINISTRATIVE TEAM**

- Cheri Kulland, Principal
- Michael Sullivan, Assistant Principal
- Krista Range, Assistant Principal
- Joseph Purvis, Assistant Principal

### **PLYMOUTH MIDDLE SCHOOL 2017-18 HOURS**

#### **School Hours**

**8:10 AM – 2:55 PM**

#### **Office Hours**

**7:30 AM - 4:00 PM**

## Plymouth Middle School Calendar 2017-2018

### 2017

AUG 22 School Picture Day, 10:00 - 8:00 pm  
Chromebook Distrib. 10:00-8:00 pm

AUG 23 8th Gr. WEB Training, 9:00-11:30 am

AUG 24 8th Gr. WEB Training, 9:00-11:30 am

AUG 30 7th/8th Open House 6:00-8:00 pm

Aug 31 School Picture Day, 3:00-8:00 pm  
Chromebook Distrib. 3:00-8:00 pm  
6th Gr. & New Student Open House  
6:00-8:00 pm

SEP 1 6th Gr. WEB Day, 8:00-12:00 pm

**SEP 4 NO SCHOOL - Labor Day**

SEP 5 First Day of School

SEP 28 AVID Parent Night

SEP 29 Mid Quarter

OCT 3 Conferences, 3:00-7:30 pm

OCT 6 School Picture Retake Day

OCT 12 Conferences, 3:00-7:30 pm

**OCT 19-20 NO SCHOOL - MEA**

NOV 3 End of First Quarter

**NOV 7 NO SCHOOL - Staff Development**

NOV 9 6th Gr. Activity Afternoon, 3-5:30 pm

NOV 16 7th/8th Gr. Activity Afternoon, 3-5:30

**NOV 22 NO SCHOOL - Compensatory Day**

**NOV 23-24 NO SCHOOL -Thanksgiving  
Break**

DEC 4 8th Gr. Band at AHS, 7:00 pm

DEC 7 8th Gr. Orchestra at AHS, 7:00 pm

DEC 8 Mid Quarter

DEC 13 6th Gr. Band/Choir Concert, 6:30 pm

DEC 14 7th Gr. Band/Choir/Jazz Band/  
Sola Voce,6:30 pm

DEC 19 6/7th Gr. Orchestra Concert 6:30 pm

DEC 21 8th Gr. Choir at AHS, 7:00 pm

**DEC 22-JAN 5 NO SCHOOL  
Winter Break**

### 2018

JAN 8 School Resumes

**JAN 15 NO SCHOOL - MLK Day**

JAN 18 5th Grade Information Night,  
5:30-7:30 pm

JAN 19 End of Quarter 2

**JAN 22 NO SCHOOL - Staff Development**

FEB 1-3 PMS Musical at RMS

FEB 16 Mid Quarter

**FEB 19 NO SCHOOL - President's Day**

FEB 20 Conferences, 3:00-7:30 pm

FEB 27 Orchestra Solo & Ensemble,  
3:00-9:00 pm

MAR 1 Conferences, 3:00-7:30 pm

MAR 15 6th Gr. Activity Afternoon, 3-5:30 pm

MAR 22 7th/8th Gr. Activity Afternoon, 3-5:30

MAR 23 End of Quarter 3

**MAR 26-30 NO SCHOOL - Spring Break**

**APR 2 NO SCHOOL - Compensatory Day**

APR 27 Mid Quarter

MAY 9 High Honors Ceremony, 6:30 pm

MAY 15 6th Gr. Band/Orch/Choir Concert,  
6:30 pm

MAY 17 7th/8th Gr. Orchestra Concert,  
6:30 pm

MAY 22 7th Gr. Band/Choir/Jazz Band/ Sola  
Voce Concert, 6:30 pm

MAY 23 8th Gr. Band/Choir/Jazz Band/Sola  
Voce Concert, 6:30 pm

**MAY 28 NO SCHOOL - Memorial Day**

JUN 4 6th Grade Field Trip - Roller Garden

JUN 5 7th Grade Field Trip-Brunswick Zone

JUN 6 8th Grade Field Trip - Valleyfair

**JUN 6 Last Day of School**

# 2017-18 Calendar of Holidays/Holy Days/No School Days

■ School Not in Session

September 2017		October 2017		November 2017	
4	Labor Day	5-11	Sukkoth	7	Election Day (no school and no sponsored events 6-8 p.m.)
21-22	Rosh Hashanah	12-13	Sh'mini Atzeret/Simchat Torah	7	Professional Learning Day
21	Muharram	19-20	Education MN Convention	22-24	Thanksgiving Break
30	Yom Kippur				

December 2017		January 2018		February 2018	
13-20	Hanukkah	8	School Resumes	14	Ash Wednesday
24	Christmas Eve	15	Martin Luther King Day	19	President's Day
25	Christmas Day	22	Professional Learning Day		
22-Jan. 5	Winter Break				
26-Jan. 1	Kwanzaa				

March 2018		April 2018		May 2018		June 2018	
1	Purim	1	Easter Sunday	16-June 15	Ramadan	6	Last Day of School
26-30	Spring Break	2	No School Compensatory Day	20	Shavouth	10	Laylat al-Qadr
30	Good Friday			28	Memorial Day	15	Eid al-Fitr
31-Apr. 7	Passover						

**Note:** Jewish holy days begin at **sundown of the day preceding the holiday** and end at **nightfall** on the final day of observance.

The following days are Bahá'í Holy Days and are to be considered "excused" absences when school is in session: October 20, November 12, March 21, April 21, April 29, May 2, May 23.

## **WHAT IS A MIDDLE SCHOOL?**

- It's stressing organizational and academic skills
- It's focusing on the student and his/her development
- It's flexible scheduling to meet their students' needs
- It's teachers skilled in teaching at this level
- It's learning how to learn
- It's learning to be self-directed, accepting responsibility and independence
- It's an opportunity to experience success
- It's interdisciplinary teaching where appropriate
- It's a school designed especially for the needs of students between the ages of 11-14
- It's for students changing from childhood to adolescence.

## **Schedule Changes**

Changes to a student's schedule will be considered for the following reasons:

- The student is misplaced in the class (determined by teacher).
- Change in the student's program of study.
- Error in scheduling on the school's part.
- Student has an irresolvable course conflict.

## **STUDENT SUPPORT SERVICES AT PLYMOUTH MIDDLE SCHOOL**

### **Who We Are...**

<b>Guidance Counselor: Shelly Hughes</b>	<b>763-504-7123</b>
<b>Guidance Counselor: Trent Thompson</b>	<b>763-504-7121</b>
<b>Guidance Counselor: Grant Cameron</b>	<b>763-504-7122</b>
<b>Administrator: Krista Range</b>	<b>763-504-7104</b>
<b>Administrator: Michael Sullivan</b>	<b>763-504-7103</b>
<b>Administrator: Joseph Purvis</b>	<b>763-504-7102</b>

As members of the educational team, we support students, teachers, and families to enhance academic success. We are here for *all* students. There is one counselor assigned to each grade level. We work with students individually and in groups on a wide variety of issues, including academic planning, goal-setting, and problem-solving. Students who are in need of greater levels of support are referred to outside organizations. In addition to working directly with students, counselors are responsible for grade reviews to identify students who need more assistance, student registration, program placement, and coordination of standardized testing. Counselors also work closely with the grade level teams to begin interventions for special education or other support programs. We work closely with parents to facilitate communication (i.e. student/parent, teacher/parent).

### **Social Worker – Jessica Morales**

**763-504-7120**

The School Social Worker is involved in Special Education referral, assessment and support services. The social worker is available to all students, families, and staff for general support related to school, family, and personal problems and to provide referrals to community resources. The social worker is also responsible for monitoring attendance and truancy.

**Psychologist – Beth Sowden**

**763-504-7076**

The school psychologist collaborates with parents and staff to facilitate student achievement. Psychologist duties include: assisting staff in developing classroom interventions, performing academic and/or behavioral assessments for eligibility in special education, and communicates/interprets findings to parents and staff. The psychologist facilitates an understanding for staff and parents about how the special education process works and works with students with more severe behavioral and emotional issues to help them be more successful in school.

**Student Advocate/Cultural Liaison - Rachael Robinson**

**763-504-7080**

This person acts as a liaison between home and school, facilitating communication and building relationships. They also serve as a consultant to teachers and staff on issues of culture, heritage, and background ensuring that students and families are treated equitably. This person also works with students and teachers individually and in the classroom settings to support greater student achievement.

**School Resource Officer – Dave Groth**

**763-504-7117**

The Officer is in the building full time. The officer assists in classrooms by presenting information to students and teachers regarding a variety of topics. The resource officer is also available to parents and students when there are questions regarding safety. .

**Nurse – Sharon Cassidy**

**763-504-7109 or 7108**

The Health Office services students needing first aid, medication, and/or other treatments. The school nurse coordinates vision, hearing, and scoliosis screenings.

**Health Services Information**

**It is important for students to attend class and are encouraged to stay in class unless serious medical conditions are being experienced by a student. Students will be excused from class to see the health office staff during class if they are vomiting, bleeding, feverish, needing medication, or injured.** The health office does not provide any medication or treatments, unless provided by the parent/guardian with written doctor orders, and written parent permission. **The medication must be in the pharmacy bottle or store bottle (over the counter medication) for the health office to accept it. Parents are responsible for obtaining this information.**

**Any student requesting to not participate in physical education class due to health concerns will need a written doctor’s note for the nonparticipation to be excused.**

All students’ immunization (shot) records must be compliant with Minnesota state law throughout the entire school year. Written notification will be sent to the student’s parent/guardian if the records are not compliant throughout the school year. **Exclusion from school will occur if records are not compliant.**

All phone numbers for parents/guardians must be kept current so the school health office may reach family or an emergency contact in case of illness or injury. Changes in phone numbers or other contact information can be made in the guidance office.

Any accidents that take place in the school or on school grounds should be reported immediately to a staff member or the nurse’s office.

### **Student Assistance Team (MTSS)**

Support staff, including administration meet weekly to discuss individual student interventions and programming needs. The MTSS meeting is where we coordinate student services and initiate interventions, assessments, and referrals.

### **Other Support Services**

Please contact the District Office for the contact person for each specific support service at 763-504-8000.

- |  |                     |
|--|---------------------|
| ● <b>Native American Advocate</b>              | <b>763-504-7078</b> |
| ● <b>Liberian Advocate</b>                     | <b>763-504-7746</b> |
| ● <b>Spanish Bilingual Home School Liaison</b> | <b>763-504-7981</b> |
| ● <b>African Home School Liaison</b>           | <b>763-504-7100</b> |

Any of the Plymouth Middle School support staff can be reached by calling 763-504-7100

### **Student Behavior Expectations-PBIS**

Positive Behavior Interventions and Supports (PBIS) is a proactive approach to handling discipline in an educational setting. Our students come from a wide variety of backgrounds and cultures that view behavior in their own unique ways. With PBIS, student expectations for school are clearly defined and students are instructed in corresponding behaviors.

**PBIS Behavior statement: Plymouth Middle School in a diverse, organized community of attentive learners, built on a foundation of respectful and responsible interactions.**

Students are acknowledged when they meet expectations through a variety of reward and recognition programs. Consequences, in accordance with the district's discipline policy, are still given for inappropriate school behaviors.

### **R.O.A.R.**

**This is the tenant of expectations we have for all students. Students should remember this acronym and apply the principals to all aspects of school.**

**Respectful, Organized, Attentive, Responsible**

### **Advisory Period**

Students will meet with their Advisory teacher daily. Advisory will give students another opportunity to create a personal connection with a staff member in the building. Students will work on community building during this time, as well as discuss a variety of topics from social media and bullying to organization. This time will also be used to provide students with additional classroom intervention and support as needed.

## **IMPORTANT INFORMATION FOR STUDENTS AND PARENTS**

### **Daily Announcements**

There are several ways a student and parents can find out about upcoming activities and changes in daily routines:

- Daily announcements, will be read at the start of the school day, each day.
- Announcements, including sports cancellations, will be posted on our website <http://pms.rdale.org/>

- Announcements can also be found displayed on the front office window

### **Field Trips**

Some field trips are a part of the curriculum or enhance the curriculum at Plymouth Middle School. All students who participate in scheduled field trips are expected to follow grade-level procedures regarding permission forms and behavior standards. Students who have questions relating to field trips should contact the front office. Scholarship support for these trips may be provided on an as-needed basis for those students receiving free and reduced lunch.

### **Visitors**

Parents are always welcome to visit our school. Please bring a picture ID for security purposes. All visitors must first check-in at the front office, sign-in and display a visitor badge while in the building.

### **Student Guests**

Only currently enrolled Plymouth Middle School students are allowed in the school building or at school sponsored events. Student visitors must make an appointment with the guidance department and have the approval of a principal. This includes all school-sponsored activities.

### **Hall Lockers**

Each student at PMS is assigned a locker, which **may not be shared with anyone**. Lockers should be used to store only those items related to the educational program. **The school is not responsible for lost or stolen items; therefore... LOCKER COMBINATIONS SHOULD NOT BE SHARED WITH ANYONE, INCLUDING BEST FRIENDS!**

Locker clean-outs are scheduled each quarter. A teacher will check lockers at these times to be sure only items needed for learning are kept in them.

Although lockers are assigned for student use, lockers are school property. They may be opened by the school administration should an inspection be warranted. Any items found that could disrupt the educational program at Plymouth Middle School may be confiscated.

### **Personal Electronic Devices**

Students may **NOT** use their cell phones during the school day for phone calls or texting. Students are encouraged to turn their phones off during the school day. Students who have their phones out will have their phone confiscated. If cell phone use is a recurring issue, students are subject to further consequences as outlined in the discipline policy.

Students are allowed to use classroom phones to call parents in an emergency situation with teacher permission. **Please make every effort to arrange after school activities and rides before school to keep classroom disruption to a minimum.** The phone for students use **AFTER SCHOOL** is in the front office. Items such as cell phones, Ipods, MP3 players and cameras are prohibited for use in the building. If a student needs to use any electronics for a class assignment, they must have teacher or administrative permission. If a student is found using such an item without permission, staff members will confiscate the item and turn it into the administration. Parents must come in to retrieve these items and appropriate consequences will be given. To protect the privacy of all students, we prohibit students from the taking of pictures in school.



## **Chromebook Care**

**Robbinsdale Area Schools provides every Plymouth Middle School student with a Chromebook.** This device will be used to connect schools with students and families, allow students to express themselves in new and exciting ways, and to personalize the learning experience for each student.

**Students are responsible for the general care of their Chromebook.** Please handle it with care and ensure that students:

- Bring the Chromebook to school every day, fully charged.
- Store and charge the Chromebook in a secure, protected location.
- Use the case provided and exercise care when the Chromebook is transported. Chromebooks must be transported to and from school in a backpack with a laptop pocket or a school issued bag.
- Don't add additional stickers or markings to the Chromebook. Do not remove the school district stickers.
- Don't eat or drink near the Chromebook.
- Avoid keeping the Chromebook in extreme hot or cold places.
- Do not lend your Chromebook to anyone. (Only registered users at Robbinsdale Area Schools will be able to login to the Chromebook and all usage can be monitored.)
- **Stolen or lost Chromebooks should be reported to the Media Center immediately.**
- **Report any problems or damage to a teacher or Media Center staff immediately.**

**The District offers accidental damage insurance.** In an effort to protect families from unknown expenses that may occur from theft or accidental damage while the Chromebook is in the care of students, the district offers insurance.

- The insurance fee covers the first **accidental** damage. Additional fees will apply after the first accidental damage.
- The charger and case are **not covered by the insurance.**
- If your Chromebook is stolen, provide evidence that a police report was filed.
- Damage caused by **misuse is not covered** by district insurance.

## **Chromebook Responsible Use**

Digital citizenship is an essential 21<sup>st</sup> century skill. Over the school year, teachers will be reviewing online behavior, cyber bullying, and the appropriate use of resources. We encourage families to talk about educational, recreational, and social use of the Chromebook and other devices students may access. In school, Chromebooks are connected to a network that is filtered for inappropriate material. Students and families are responsible for content that is accessed away from school. Chromebook use is monitored. Here are a few tips:

- Use Internet devices in a central location at home, rather than behind closed doors.
- Help your student to focus on completing tasks and assignments before engaging in recreational activities.
- Ensure that your student understands that they should not give personal information to any person or website without checking with an adult first.
- Talk with your child about cyberbullying, encouraging them to be kind and communicate clearly online.

- o For more information about cyberbullying and how to protect your student online, visit Common Sense Media at [www.commonsensemedia.org](http://www.commonsensemedia.org). The Common Sense Media organization provides information related to digital citizenship and guides for discussing technology use in the family.
- Remind students that anything they post, text, or upload may be forwarded, copied, and published to unforeseen audiences.

### **Activity Afternoon**

Each Grade level may have up to two student activity afternoons they may attend during the course of the school year. Only students enrolled at Plymouth may attend. Students will need a signed permission slip to participate in the event. Activity afternoons feature music, dancing, pizza, games and prizes. Parents must provide transportation for students from the event.

### **Lost or Destroyed Textbooks**

The school will charge an appropriate replacement fee for textbooks, workbooks, library books or technology equipment lost or destroyed by students. Please be responsible with school property and return any books you have used to the appropriate teacher or the media center. Textbook fines follow you to high school and you will not be awarded a diploma until all fines are paid.

**Students must return the same textbook that was originally assigned to them.** Only the Chromebook itself is covered by insurance. Any other accessories (charger, case, pouch and strap) that are damaged or lost will result in a replacement charge.

### **Media Center**

The media center is the resource center of the school, providing both print and non-print materials and equipment. These materials include books of all kinds, newspapers, magazines, pamphlets, digital media and computer access. Many classroom assignments will require the use of these materials. Computers as well as listening and viewing equipment are available for student use. The media center staff encourages all students to use the resources of the media center and to ask for help whenever it is needed.

- Students may come to the media center between the hours of 7:50 a.m. and 3:00 p.m. They may come in before school, with a class, on an individual pass from a teacher.
- **A student is recommended to have an ID card to come into the media center and check out materials from the media center.** Most materials are available for check out for 2 weeks. A student can have up to 3 materials checked out at one time.
- If a student has materials that are overdue or lost, no additional materials will be checked out to that student until the materials are returned or paid for.

The media center staff encourages all students to use the resources of the media center and to ask for help whenever it is needed. It is a *privilege* to use the media center. If a student does not follow the guidelines as stated in the Student/Parent Handbook or the Acceptable Use Guidelines for Internet and Telecommunications, the media center privileges will be removed and the student will be disciplined appropriately.

**NOTE:** Please be assured that even if a student has lost their ID card, or has had their media center privileges revoked, that student will always be able to come into the media center with their teacher if that is where class is being held. However, they may not check out materials or sign onto a computer based on the individual student's situation..

## **Nuisance Objects**

Any object that causes a disturbance or distraction from the learning process in school is considered a nuisance object. These objects may include: **balls, stuffed animals, cameras, cell phones, spinners, headphones, speakers**. Nuisance objects will be confiscated and held in the principal's office to be picked up after school by a parent. Consequences will apply as per the district discipline policy.

## **Physical Education Lockers**

Each student at PMS will also be assigned a locker in one of the physical education locker rooms and **must bring a lock from home for his/her phy ed locker. Locks should be combination locks in the master lock style**. The same policies outlined for hall lockers apply to physical education lockers. They are to be used only for changes of clothing necessary for phy ed and sports activities. Combinations for locks should be kept confidential. Valuables, including Chromebooks should **never** be left unsecured in the physical education locker room or locker.

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

**Note:** See Lost and Found Procedure.

## **School Office**

The Plymouth Middle School office hours are: Monday – Friday, 7:30 a.m. to 4:00 p.m.

Please call the office to get messages to students **only if it is an emergency or if you have scheduled an appointment during the school day that your student does not know about**. The office will attempt to get urgent messages to students. **Parent phone calls will not be put through to classrooms except in emergency situations.**

## **PROCEDURES**

### ***Compulsory Attendance Law***

Minnesota State law requires that all children between eight and eighteen attend school every day that school is in session. Parents/guardians are responsible to make this happen. State law requires schools to send written notice to parents when a student has 3 or more full or partial day unexcused absences. If truancy persists after parental notification, the school administration can make a referral to the Hennepin County Attorney's Office for appropriate legal action. Good attendance is essential to learning.

**The law must and will be strictly enforced.**

### **RESPONSIBILITY FOR COMPLETING MAKE-UP WORK LIES WITH THE STUDENT.**

#### **Absences**

##### Appointments

- Send a note with your student stating the reason that she/he will be leaving, along with the date and time you will need to pick them up. Please include your name and phone number. Your student should bring the note to the front office before school to get a pass to leave class for the appointment. The person picking up the student from school will need to come to the front office to sign the student out.

##### Illness/Absence

- Call the attendance line at 763-504-7110 each day your student is absent. Please state the

student's name, spell the last name, give the reason for the absence, and state your relationship to the student. If you do not call by 9:30 am, Plymouth Middle School staff will contact you to confirm the absence.

#### Athletics

- Send a note with your student stating the date, time, activity, your signature, your phone number, and the person allowed to pick them up from school (i.e. Coach, another parent, etc...)

**ACTIVITIES:** A student may not participate in any activity or program if he or she has an unexcused absence from any class during the school day. If a student is suspended or removed from class, he or she may not participate in any activity or program that day. If absent for medical reasons, a note from a parent, or physician must be presented to clear the student for participation before the student participates in the activity or program.

#### Vacations

- **Advanced Arrangement for Excused Absences:** Arrangements are to be made in the front office with the attendance secretary at least four days in advance of family vacations, attendance at athletic events, etc. Students will receive an extended absence form to be given to each of their teachers for advance assignments. While we understand that circumstances sometimes require students to miss school for special occasions, we feel it is vital to their education to be in school whenever possible to maintain a high level of learning. When students are gone from school there is always the potential for lowered classroom achievement.

#### Excused/Unexcused Absences and Tardies

- **Make-up work** is required for all days a student is absent. Students will be given a minimum of 2 days for each day absent to make up work. It is the student's responsibility to contact his/her teachers to determine what work needs to be made up. Please call 763-504-7119 to request homework after an absence. **Teachers need 24 hours to gather homework for absent students.**
- **Excused Absences:** Plymouth Middle School reserves the right to determine if an absence is excused. The following are examples of excused absences: illness, death or serious family matter, medical or dental appointment, vacation, religious holidays, necessary court appearances, emergency conditions (fire, flood, etc.), official school outing, removal of student pursuant to suspension, noncompliance with state immunization requirements, pre-approved family vacation.

- **Unexcused Absences:** Skipping class (truancy), missed the bus, tired, overslept, no transportation, or anything not related to illness, medical appointments, vacations, or religious holidays. Please try to make appointments before or after school hours. When this is not possible, **a signed note must be turned in to the office before** the day of the appointment. A pass will be issued for your student to report to the office at the designated time to be signed out by the parent/guardian. Students may only leave school with this pass or when on a school field trip. Students are not allowed to leave the school property from the time of their arrival until the end of the day.
  
- **Tardy to Class:** Tardy means the student is not in the classroom and prepared to learn when the bell rings. Students are expected to be on time to class. Students who are tardy are subject to disciplinary action. Consequences for being tardy to class include:
  - Lunch Duty
    - Students are assigned lunch duty by the administrator. Students with lunch duty get their lunch first and help clean the lunch room during the last 3-5 minutes of lunch. They will help wash tables or sweep the floor.
  - Lunch Detention
    - Students who receive a lunch detention will eat their lunch in a quiet location.
  
- **Tardy to School:** Students arriving tardy to school must have a signed note from his/her parent or guardian. Students arriving late should sign in with the office staff. If a student arrives at school after 8:10 AM with no note or phone call from a parent or guardian, disciplinary action may be implemented. Students **MUST** sign in at the office whenever they are late to school. School support staff will address chronic tardy issues. Please contact your grade level counselor if there are circumstances that may lead to chronic tardiness.

**The school will determine whether a tardy is excused or not:**

- **Excused Tardy to School:** A tardy is excused for the following reasons: Dr. or dental appointment; student is ill in the morning; family or health emergency (verified by a physician).
- **Unexcused Tardy to School:** A tardy arrival to school is NOT excused for the following reasons: missed the bus; overslept; can't find clothes; car doesn't start; alarm didn't work; etc.; or parent calls or comes in and states that it is their fault their student is late, missed bus, etc. Chronic or frequent unexcused tardies may add up to a half or full day unexcused absence.

**Homework/Make-up Work**

Homework is an extension of the classroom. Teachers will assign homework regularly. Daily homework should be completed and turned in on time. Parents should check Schoology for assignments and/or teacher comments. Parents may call the guidance secretary at 763-504-7119 to request make-up work after a student has been absent. Please allow 24 hours for a response

to your request.

### **District 281 Winter Weather School Closing Guidelines**

Decisions on school cancellations, late starts, and early dismissals are always given careful consideration. When it is necessary to cancel school or have a late start, the decision is usually made by 5:30 AM.

#### **PLEASE DO NOT CALL THE SCHOOL FOR CLOSING INFORMATION.**

**Information about school cancellations are announced on:**

- WCCO Radio 830 AM
- WCCO TV Channel 4
- KSTP TV Channel 5
- KMSP TV Channel 9
- KARE TV Channel 11
- Cable Channel 12
- [www.rdale.org](http://www.rdale.org)

PLYMOUTH MIDDLE SCHOOL is included under the “**ROBBINSDALE AREA SCHOOLS.**”

**If schools are closed because of weather conditions such as snow or ice, loss of heat or electricity in a building:**

- All school-sponsored activities, field trips, performances, and athletics are cancelled.
- All community education classes and activities are cancelled.
- All preschool and ECFE classes and activities are cancelled.
- All district and school meetings are cancelled.
- All activities sponsored by non-school organizations in school facilities are cancelled.

**If schools are closed because of wind chill or extreme cold:**

- All daytime school activities are cancelled.
- All preschool and ECFE classes are cancelled.
- Evening activities, field trips, performances, and athletics are NOT cancelled.
- Community education classes and activities are NOT cancelled.
- District and school meetings are NOT cancelled.
- Non-school organizations make their own decisions about cancellations; check with them for closing notices.

Adventure Club families should check with their individual school for closing guidelines in all cases.

### **Withdrawing From School**

A student withdrawing from school must bring a note from a parent or guardian to a counselor stating the reason for withdrawal, date of withdrawal, and next school to be attended, if known. The guidance office will give the student a withdrawal slip to present to teachers and the media generalist, who will sign it after all books and the student’s ID card have been returned. A note for withdrawal should be brought in at least a week before the date of withdrawal. Chromebooks need to be returned to the Media Center on or before the student’s last day of school. Chromebooks that are not returned will be reported as stolen.

### **Arrival to School**

Students are to arrive at school between 7:50-8:00 am

**There is no supervision for students who arrive before 7:50 am**

Please do not allow students to walk to school or drop them off before 7:50 am. If there are special circumstances, call a principal to make special arrangements. Students dropped off

between 7:50 and 8:10 should be dropped off at door #11 near the traffic circle in the East parking lot.

### **After School Policy**

The safety and welfare of our Plymouth Middle School students is our first and foremost concern, and we feel it is imperative that no students be in the building unsupervised at any time. Students waiting for rides after 3:10 pm must check in with the after school supervisor. Students are allowed to stay after school **only** if they are with a teacher or in a supervised activity.

**This includes all sports – Students must be supervised by their parents if they wish to stay to watch a sporting event.**

We encourage you to impress upon your student NOT TO MISS THE BUS AFTER SCHOOL. Sometimes extenuating circumstances do occur and a student might miss the bus. In these cases students must report to the office to wait for a ride or the activity bus. Students will be allowed to use the phone in this room to call for a ride if necessary.

## **STUDENTS RIGHTS, OPPORTUNITIES AND RESPONSIBILITIES AND DISCIPLINE POLICY**

This district publication was sent to all parents/students enrolled in a Robbinsdale Area School. We hope that Parents/Guardians have had an opportunity to review this with their student. During the week of September 5th through September 8<sup>th</sup>, PMS staff will also review the publication. Parents & Students are expected to sign the grey card that corresponds with the booklet.

PMS teachers will collect all gray cards from students. If the card is not returned to PMS by Friday, September 8<sup>th</sup>, the teacher will call home and send another gray card home. On September 15<sup>th</sup>, if the gray card is not returned, the student will be sent to the proper grade level administrator. A phone call will be made to the parent. The student will be dismissed from school until both parent and student sign it.

### **Leaving the Building Before Dismissal**

If a student needs to leave school before school is dismissed, a note from a parent or guardian requesting the release must be brought **to the main office** before 1<sup>st</sup> hour. This request should include the reason, time the student will be picked up, the date, and a parent signature. When the student leaves, he or she must be signed out in the office by a parent or guardian. Parents or guardians picking students up must show a photo ID to an office staff member.

Students will be required to sign back into the building if they return during the school day. A STUDENT MUST NOT LEAVE THE BUILDING UNLESS EXCUSED BY THE MAIN OFFICE OR THE NURSE.

**If you are picking a student up between 2:30 and 3:10 PM, you must park in the EAST lot by the tennis courts in order to avoid being trapped in the parking lot by the afternoon buses.**

**NOTE:** A student will only be released to his or her parent or guardian. If other arrangements are

necessary they must be made with the grade level principal. Adults other than parent/guardians picking up students must sign the student out with the grade level principal. **High school students may NOT pick up Plymouth students.**

### **Late Student Drop-Off Procedures**

If a student arrives late to school they must sign in at the main office. Please send a note or call the main office to explain the late arrival.

To maintain a secure learning environment, all exterior doors at PMS are locked. Visitors to PMS need to ring the buzzer in the foyer to gain entrance into the building. For the safety of students and staff, all visitors will have their driver's license or other identification checked when visiting Plymouth Middle School. We appreciate your patience with these procedures. It is with your cooperation and support that we are able to maintain Plymouth as a safe place for all students to learn.

### **Truancy/Skipping Class**

Truancy is any unexcused absence from class. Students must be in class at all times. Presence in all other locations (locker, lavatory, guidance, etc.) requires a pass signed by a staff member. If a student skips a class, appropriate consequences will be assigned.

### **Dress and Appearance**

Plymouth Middle School students are expected to be appropriately dressed for school and not cause a disruption or distraction from the learning. In order to clarify the appropriateness of student dress, the following are **prohibited**:

- Wearing clothing that includes words or pictures that are obscene, vulgar, abusive, or discriminatory; convey sexual innuendo; or which promotes or advertises alcohol, chemicals, tobacco, or any other product that is illegal for use by minors.
- Wearing clothing or other items or grooming in a manner that represents and/or promotes threat/hate groups, including gangs.
- Wearing a jacket/coat during the school day.
- Wearing of clothing or grooming that is potentially disruptive to the education process or that poses a threat to the health and safety of others.
- The length of the skirt or shorts has to be appropriate even if you have tights or leggings underneath.
- Pants worn below the hips are prohibited
- If you have clothing that is too revealing, you will need to change or cover it up. No spaghetti straps are permitted unless covered by a shirt. Boys must wear a t-shirt under a tank top or sleeveless jersey.
- Students must wear shoes at all times.
  - Sunglasses are not to be worn indoors during the school day.
  - Pajamas, robes and bed slippers are not to be worn during the school day.
  - No combs or picks are allowed to be worn in the hair during school.
  - Headphones, hats, and caps must be removed by 8:10 a.m. before entering the classroom.
  - Backpacks and purses are not allowed in the classroom or in the hallway during the school day. These items must be kept in the student's locker. Students may carry a string book bag during the school day. We recommend string back packs that are 18 X 14 with thick cords.



### **Consequences for Dress Code Violations**

1. The student will be asked to change or make arrangements to have different clothing brought from home.
2. Chronic violators of the dress code policy will be subject to further discipline as determined by the school administrators.

### **Valuables**

Every year some students lose valuable or sentimental items. We discourage students from bringing these items or other valuable items to school. Please, **DO NOT BRING LARGE AMOUNTS OF MONEY TO SCHOOL!**

**Plymouth Middle School has no way to replace stolen or lost money or valuables.**

### **Fragrance Policy**

Exposure to fragrances and scents can cause some of our staff and students to experience upper respiratory irritation, asthma, headaches, and other symptoms. Sources of fragrance and scents include perfume, cologne, after-shave, hair sprays, and body lotions. Plymouth Middle School prohibits students from applying these products at school in the hallways, locker rooms, or classrooms. Students applying these products may be subject to discipline as determined by school administration.

### **Corridor Pass**

No student is to be in the hallway without a pass at any time when classes are in session. All staff members have the prerogative to stop students and ask to see that they have a properly issued pass. Students receive a hallway passport that provides them with a limited number of hallway passes weekly.

### **School Breakfast**

Breakfast is served daily from 7:50 AM until **08:05 AM** for those who wish to participate. The cost is \$1.30. Students eating breakfast are expected to report to the cafeteria immediately upon arriving at school. Students should **not** go to their locker until they have finished eating. Please know that eating school breakfast in the cafeteria is a privilege. Students who eat breakfast are expected to be at their Advisory class on time. Students who do not follow the school cafeteria rules will lose their cafeteria breakfast privileges.

### **School Lunch**

We recommend keeping a balance of at least five lunches in your student's account; however, you may deposit as much as you like. Account balances will be carried over to the next school year. Account balances may be used to purchase meals or ala carte items. Refunds will be given, only when a written parental request is received. Due to the large number of unpaid lunches, charging is not allowed. The cost for middle school lunch is \$2.60.

### **Selling/Solicitation Policy**

Plymouth Middle School students may not sell any items in school. Students are expressly prohibited from selling candy, gum, etc. during the school day. This includes any and all fund-raising items.

## **Religious Holidays**

The school is happy to cooperate with churches, synagogues, and mosques in observance of religious holidays and special services. A student wishing to be excused for a religious service or holiday must bring a written excuse signed by a parent or guardian. The school district recognizes a student's absence from school on religious holidays as an excused absence, without penalty on scholastic or attendance records.

## **Fundraising**

Students are not required to participate in PMS fundraisers. The Plymouth Parent Association organizes fundraisers for students at our school. In the fall, students may participate in a Coupon book sale, as well as a magazine sale.

## **Pledge of Allegiance**

Each Friday morning a staff member will lead the school in reciting the Pledge of Allegiance. Students are to stand and put their hand over their hearts while they recite the Pledge. Students may choose not to recite the Pledge of Allegiance. If they choose not to participate, they must stand and cause no disruptions to the recitation of the Pledge of Allegiance by others.

## **Activity Buses**

Activity route transportation is only available for students participating in a supervised after school activity with a coach or teacher. Students must have a pass from the activity supervisor to board the activity bus. Activity buses will depart PMS at approximately 4:15 p.m., Monday through Thursday.

Students participating in after school activities who choose not to ride the activity bus must be picked up by 4:30 p.m.

**Students not participating in an after school activity will not be provided activity route transportation unless previously arranged through their grade-level administrator.**

## **Grading**

**The grading system at Plymouth Middle School will be A, B, C, D, NC, and I. The numerical values assigned and the grade definitions are listed as follows:**

<b>A</b>	=	<b>4</b>	Outstanding achievement
<b>B</b>	=	<b>3</b>	Above average achievement
<b>C</b>	=	<b>2</b>	Average achievement
<b>D</b>	=	<b>1</b>	Below average achievement
<b>NC</b>	=	<b>0</b>	No credit
<b>I</b>	=		Incomplete*

\*Incomplete (I) will have no value in averaging grades. Pluses and minuses may also be given.

Each course for which a student enrolls, and the final grade received, will be carried on the permanent transcript and will be included in the final grade point average.

## **Honor Roll**

- All courses are counted when determining the honor roll.

- Any student who has a grade point average of at least 3.0 but less than 3.8 qualifies for the honor roll.
- Any student who has a grade point average of 3.8 or higher qualifies for the high honor roll.
- Students on the high honor roll or the honor roll are recognized at quarterly recognition ceremonies. Their names are also printed on a banner located in the hallway across from the guidance office.

Any student who has been on the high honor roll will be invited to participate in a high honor ceremony at the end of the school year. Students who were on the high honor roll one quarter will receive a bronze medal, two quarters a silver medal and three quarters a gold medal. Students who were on the high honor roll will receive an invitation in the mail to attend the high honor ceremony.

### **Report Cards**

Report cards are issued on a quarterly and mid-quarterly basis. Mid-quarter notices are sent home with students after they are printed. Quarter-End report cards will be mailed home to parents.

<b>Quarter</b>	<b>Mid-quarter (Grades will be sent home with student)</b>	<b>Quarter End (Grades mailed to students' home)</b>
1	09/29/17	11/3/17
2	12/08/17	01/19/18
3	02/16/18	03/23/18
4	04/27/18	06/06/18

### **Student Progress Reports**

Progress Reports may be sent to parents whenever teachers deem it necessary. All parents will receive a report during the middle of each grading period which is sent home with their student.

### **Parent/Teacher Conferences**

Plymouth Middle School provides arena style parent/teacher conference opportunities in both the fall and spring. Parents will have the opportunity to meet with their student's teachers to discuss student goals, test results, class studies, student attitudes and school in general. Conferences also offer an opportunity for parents to meet with administrators, counselors and other support team members.

### **Conference & Bookfair Schedule**

- **Fall 2017**
- **Conferences**

Oct. 03 3:00-7:30 pm  
Oct. 12 3:00-7:30 pm

- **Winter/Spring 2018**
- **Conferences & Book Fair**

Feb. 20 3:00-7:30 pm  
Mar. 1 3:00-7:30 pm

## **Individual Conferences**

You can call a teacher or counselor and request an individual conference at any time. This can be useful if you feel you need more specific feedback than what was relayed through the student's home-base teacher at parent/teacher conference night.

## **Team Conferences**

You may request a team conference or your student's team may invite you to a team conference. This is a conference where you can meet with most of your student's teachers at one time. It can accomplish a great deal in a short period of time and give you an overall picture of your student's progress

## **NEED HELP?**

**There are several options if your student needs extra help in school:**

**Team Conference** - You can meet with your student's CORE teachers and counselor at one time. This type of meeting can accomplish a great deal in a short amount of time.

**Individual Conference** - You can call a teacher or your student's grade-level principal or guidance counselor and request a conference at any time. You may expect a response to your voicemail or email message within 24 hours.

**Support Staff** - We have several support staff members who can help answer questions about your student's progress or behavior.

**Progress Report Sheets** - These are available from the guidance office at 763-504-7119. Progress reports are kept by the parent and sent to school with your student when you choose to do so. Space is included for grades and missing assignments to be written down.

**Make-Up Work** - If your student has been absent from school, you may call the guidance secretary at 763-504-7119 to have work collected. Work will be available for pick up in the front office 24 hours after you call. Several teachers post work on Schoology, you can also check there for assignments.

**Schedule Contacts** - At times, you and a teacher may arrange to communicate at a set time using e-mail, phone, or Schoology.

**Targeted Services** - this program is offered after school to help students build their math and reading skills. It is taught by Plymouth Middle School staff. Please call the guidance office 763-504-7119 for further information.

## **NEED HELP?**

**There are several options if your student needs extra help in school:**

**Team Conference** – You can meet with your student’s CORE teachers and counselor at one time. This type of meeting can accomplish a great deal in a short amount of time.

**Individual Conference** – You can call a teacher or your student’s grade level principal and request a conference at any time. You may expect a response to your voicemail or email message within 24 hours.

**Support Staff** – We have several support staff members who can help answer questions about your student’s progress or behavior.




















**Progress Report Sheets** – These are available from the guidance office at 763-504-7119. Progress reports are kept by the parent and sent to school with your student when you choose to do so. Space is included for grades and missing assignments to be written down.

**Make-Up Work** – If your student has been absent from school for 2 or more days, you may call the guidance secretary at 763-504-7119 to have work collected. Work will be available for pick up in the front office **the day after you call**.





**Scheduled Contacts** – At times, you and a teacher may arrange to communicate at a set time using e-mail, fax, phone, or student planner.

**Parent Portal** - You can look up class information for your student from an internet compatible computer. This information includes grades, assignments, lunch account balances, and school contact information. Go to <http://learn.rdale.org> and click to get started. You will be required to contact the District 281 Education Service Center (Gretchen Cleveland at [gretchen\\_cleveland@rdale.org](mailto:gretchen_cleveland@rdale.org) or 763-504-8060) to obtain a password after you have registered with Parent Portal.

**Robbinsdale Area Schools**  
**2017-18 Calendar**  
 763-504-8000  
 www.rdale.org

- August 8  Primary Election\*
- August 28-September 4  Teacher Workshop Week
- September 4  Labor Day (Holiday)
- September 5  First day of School
- October 19  No School - Compensatory
- October 20  No School - Teacher's Convention
- November 3  End of first quarter
- November 7  Election\* - No School - Staff Development
- November 22  No School - Compensatory
- November 23-24  No School - Thanksgiving (Holiday)
- December 22-January 5  No School - Winter Break
- January 8  School Resumes
- January 15  No School - Martin Luther King Jr. Day (Holiday)
- January 19  End of First Semester
- January 22  No School - Staff Development
- February 19  No School - President's Day (Holiday)
- March 23  End of third quarter
- March 26-30  No School - Spring Break
- April 2  No School - Compensatory
- May 28  No School - Memorial Day (Holiday)
- June 6  Last day of school for students
- June 7  Commencement
- June 8  Compensatory day for teachers

\*No school-sponsored activities may be scheduled between 6-8 p.m.

-  SCHOOL NOT IN SESSION
-  NO SCHOOL - PROFESSIONAL DEVELOPMENT/COMPENSATORY
-  LAST DAY OF QUARTER
-  SUMMER BREAK/WEEKENDS



JULY							JANUARY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30	31												

AUGUST							FEBRUARY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28			

SEPTEMBER							MARCH						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2					1	2	3
3	4	5	6	7	8	9	4	5	6	7	8	9	10
10	11	12	13	14	15	16	11	12	13	14	15	16	17
17	18	19	20	21	22	23	18	19	20	21	22	23	24
24	25	26	27	28	29	30	25	26	27	28	29	30	31

OCTOBER							APRIL						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30					

NOVEMBER							MAY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4			1	2	3	4	5
5	6	7	8	9	10	11	6	7	8	9	10	11	12
12	13	14	15	16	17	18	13	14	15	16	17	18	19
19	20	21	22	23	24	25	20	21	22	23	24	25	26
26	27	28	29	30			27	28	29	30	31		

DECEMBER							JUNE						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
31													

## **SEXUAL, RELIGIOUS, RACIAL HARASSMENT, VIOLENCE & OFFENSIVE BEHAVIOR POLICY**

It is the policy of Robbinsdale Area Schools that no employee or student of the district shall be subjected to offensive or degrading remarks or conduct. Such behavior includes inappropriate remarks or conduct related to an employee's or student's race, color, creed, religion, national origin, sex, affectional orientation, marital status, disability, age, status with regard to public assistance or membership or activity in a local commission dealing with discrimination. Offensive behavior prohibited by this policy also includes but is not limited to engaging in illegal, immoral or unethical conduct or retaliation for making a complaint.

One specific kind of illegal behavior is sexual harassment. Sexual harassment means unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature

when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment or advancement, or of a student's education or participation in school programs or activities;
2. Submission to or rejection of such conduct by an employee or student is used as the basis for decisions affecting that individual's employment or education;
3. Such conduct has the purpose or effect of unreasonably interfering with an employee's or student's performance or creating an intimidating, hostile or offensive work or learning Environment.

Employees, students and citizens should understand that this policy applies to each and every student, employee and citizen of the school district, including all full-time, part-time and temporary employees.

Each employee, student and citizen must operate with total integrity to create an environment free of discrimination and other inappropriate behaviors. Each supervisor shall be responsible for promoting understanding and acceptance of and ensuring compliance with state and federal laws and board policy and procedures governing offensive behavior and sexual harassment within his or her school or office.

### **DISCIPLINARY ACTION:**

Offensive behavior will be cause for immediate and strict disciplinary action up to and including discharge for staff and up to and including expulsion for students.

REPORTS OF VIOLATIONS may be directed to:

School Principal or

Stephanie Crosby, Director of Human Resources, 763-504-8014

Robbinsdale Area Schools

4148 Winnetka Avenue North

New Hope, Minnesota 55427

**252525**  
**NONDISCRIMINATION POLICY**

**Policy**

Robbinsdale Area Schools is committed to a policy of nondiscrimination. We will not discriminate in any matters concerning staff, students, education programs and services and persons with whom the board does business.

In addition to compliance with all federal and state laws, the school district shall consider discrimination to be any overt or covert behavior that excludes participation in or denies the benefits derived from any education program or employment opportunity based on race, color, creed, religion, national origin, sex, sexual orientation, marital status, disability, status with regard to public assistance and age.

In keeping with the school district's commitment and the requirements of law, the school district will establish and maintain a program designed to identify, remediate and prevent discrimination in employment, assignment and promotion of personnel; in education programs, services and opportunities offered students and staff, in location and use of facilities; and in education materials.

**Contact Information**

Stephanie Crosby, Director of Human Resources, is the designated coordinator under Title IX of the Educational Amendments of 1972 (nondiscrimination on the basis of sex in education programs and activities, including employment and admission). She is responsible for coordinating district efforts to comply with Title IX, including investigation of complaints alleging noncompliance or alleging any actions prohibited by Title IX.

Marti Voight, Director of Special Education, is the designated coordinator under Section 504 of the Rehabilitation Act of 1973 (nondiscrimination on the basis of handicap including admission, treatment or access to programs and activities, including employment in its programs or activities). She is responsible for coordinating district efforts to comply with Section 504.

**Inquiries may be directed to:**

Stephanie Crosby, Director of Human Resources, 763-504-8014

Marti Voight, Director of Special Education, 763-504-8070

Robbinsdale Area Schools

4148 Winnetka Avenue North

New Hope, Minnesota 55427



## PLYMOUTH MIDDLE SCHOOL ACTIVITIES PROGRAM 2017-18

### **Mission Statement**

Plymouth Middle School provides many opportunities for students to participate in athletics, fine art, clubs and community service. Students are given the opportunity to meet new friends, develop physical and social skills, and increase positive rapport with staff and gain new respect for themselves and others. All of this occurs while having fun in the activity. We would like to ask parents to encourage their students to become part of as many activities as their schedules allow. Our goal is for every Plymouth student to participate in at least one extra activity each year of their middle school careers.

### **Eligibility**

Any student who would like to participate will not be excluded (cut) from any activity. Athletic teams participate in various levels of competition by ability and size (i.e. TEAMS A&B). Academic achievement is our primary goal at Plymouth. Students who are not meeting academic or behavioral expectations may not be allowed to participate in games or practice as per grade level administrators or coaches.

### **Activity Meeting Schedules and Locations**

All coaches will provide students with a practice and competition schedule. Parents are encouraged to attend both home and away competitions. We also have an Activity Line that is updated each week with the current activities, you can call the Activity Line at 763-504-8279. All of our athletic teams practice Monday through Thursday 3:00-4:00 p.m. Fridays are not part of the athletic schedule, unless necessary to schedule an event/game on a Friday for a make-up competition. **Student spectators at after school competitions must be accompanied by their parent/guardian or have a pass from their grade level administrator.**

### **Transportation**

Activity buses are provided for students participating in activities Monday through Thursday at 4:15. Students living in the Robbinsdale Middle School attendance area will be shuttled to Cooper where they will board an activity bus at Cooper to their neighborhood. Only students in activities may ride the activity bus. Buses depart from the front of the building, routes are posted in the front foyer. All activity routes are planned to provide transportation within a reasonable distance from the students' homes. Students will obtain a bus pass from their activity advisor to ride on the bus. Students are expected to conduct themselves in a respectful and responsible manner at all times. **ON GAME DAYS PARENTS/GUARDIANS ARE RESPONSIBLE TO PROVIDE TRANSPORTATION** after an event, as no activity bus is available. Parents must pick up their child in a timely manner on game days. Assume your child will return to Plymouth Middle School by 5:30 p.m. Parent may take their student home from away events provided the coach is notified. Out-of-district students who receive special transportation must work with their coach to arrange for transportation.

### **Fees**

The School Board requires an activity fee to help offset a portion of the program cost.

Fee structure:

Interscholastic athletics	\$46.00
Activities and clubs	\$20.00
Intramural athletics	\$20.00

Some activities may have additional cost for materials. This information will be shared with students during the informational sessions prior to signing up for the activity. There is a district fee maximum of \$700.00 per family. Once that amount is reached by a family, no further fees will be charged for the remainder of the school year. Students who receive free or reduced lunch rates will pay half of the scheduled fee.

**Communication**

Should parents have any questions relating to any of our activities, please feel free to call the coach or the activity’s advisor. Questions relating to Plymouth Athletics policies should be directed to the **Athletic Directors: Doug Hubred: 763-504-7064 or [doug\\_hubred@rdale.org](mailto:doug_hubred@rdale.org) Will Britt: 763-504-7092 or [william\\_britt@rdale.org](mailto:william_britt@rdale.org)**

**Seasons**

PMS has a four-season activity program. This format gives students an opportunity to participate in more activities and uses our facility more efficiently. The four seasons are: Fall, Winter I, Winter II and Spring.

**Fall**

QUARTER 1	GRADES
Co-ed Soccer .....	7 <sup>th</sup> , 8 <sup>th</sup>
Intramural Co-ed Soccer.....	6 <sup>th</sup>
Girls’ Swim Club .....	6 <sup>th</sup> , 7 <sup>th</sup> and 8 <sup>th</sup>
Girls Tennis .....	Gr. 6 only
Strong swimmers may try out for the AHS team	
*Girls’ Tennis .....	7 <sup>th</sup> , 8 <sup>th</sup>
Girls’ Volleyball.....	7 <sup>th</sup> , 8 <sup>th</sup>

**Winter I**

QUARTER 2	GRADES
Girls’ Basketball.....	8 <sup>th</sup>
Girls’ Basketball.....	7 <sup>th</sup>
Boys’ Swimming AHS at Plymouth.....	7 <sup>th</sup> , 8 <sup>th</sup>
Boys swim for the Armstrong swim team.	
Wrestling.....	7 <sup>th</sup> , 8 <sup>th</sup>

**Winter II**

QUARTER 3	GRADES
Boys’ Basketball.....	7 <sup>th</sup>
Boys’ Basketball.....	8 <sup>th</sup>
Intramural Coed Basketball.....	6 <sup>th</sup>

**Spring**

QUARTER 4	GRADES
*Boys’ Tennis .....	7 <sup>th</sup> , 8 <sup>th</sup>
Boys’ Track.....	7 <sup>th</sup> , 8 <sup>th</sup>
Girls’ Track.....	7 <sup>th</sup> , 8 <sup>th</sup>
Intramural Coed Track.....	6 <sup>th</sup>
STEP.....	6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup>

<b>Year Round</b>	<b>GRADES</b>
Chess Club.....	6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup>
Destination ImagiNation.....	6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup>
Math League.....	6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup>
National Junior Honors Society.....	7 <sup>th</sup> , 8 <sup>th</sup>
Leadership.....	6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup>
Yearbook.....	6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup>

\*Interscholastic Sports marked with an asterisk provide an opportunity for grade six students to practice and learn the skills of the sport. Opportunities to compete are determined by the opposing team’s participants and their skills and size.

**Activities Descriptions**

**Interscholastic Fall Sports - Quarter 1**

**CO-ED SOCCER**

Equipment: Soccer Shoes, Shin Guards, Shorts, T-Shirt  
 Description: All 7th and 8th grade students who have an interest in soccer are eligible. Emphasis is placed on participation and developing skills. Workout, conditioning, and games are matched to level of play and ability. Students can expect to participate in conditioning, skill development and game tactics. Games are with other teams from the Classic Lake Conference.

**GIRLS’ TENNIS**

Description: 7th and 8th grade girls are eligible.  
 All participants are given the opportunity to play. Individual participants work on tennis skills according to their abilities. Teams compete against other schools. Practices take place at the Plymouth Middle School courts.

**GIRLS’ VOLLEYBALL**

Equipment: Tennis Shoes, Shorts, T-Shirt  
 Description: All 7th and 8th grade girls are eligible. Emphasis is placed on developing volleyball skills and participation. There are A and B teams, that play a schedule of games against other Classic Lake Conference schools.

**GIRLS SWIM CLUB**

Description: Girls from a variety of ability levels are welcome to join swim club. In swim club girls get the opportunity to develop basic skills, as well as perfect techniques they already possess. Girls don’t compete, but have fun swimming in the Plymouth pool.

**Interscholastic Fall Sports**

**Winter I and II**

**BOYS’ BASKETBALL**

7th Grade Season: Winter II - Quarter 3  
 8th Grade Season: Winter II - Quarter 3  
 Equipment: Basketball Shoes, Shorts, T-Shirt  
 Description: All 7th and 8th grade boys are eligible. Our program will give participants an opportunity to develop individual as well as team skills. Emphasis is placed on participation. Games are played against other schools from the Classic Lake Conference. All participants are placed on either the A or B team.

## WRESTLING

Season: Winter I - Quarter 2

Equipment: Tennis Shoes, Shorts, T-Shirt

Description: All 7th and 8th grades are eligible. All participants have the opportunity to wrestle based on weight and experience. Participants learn fundamental wrestling skills and procedures. Matches are against other Classic Lake Conference schools.

## GIRLS' BASKETBALL

7th Grade Season: Winter I - Quarter 2

8th Grade Season: Winter I - Quarter 2

Equipment: Basketball Shoes, Shorts, T-Shirt

Description: All 7th and 8th grade girls are eligible. Our program will give participants an opportunity to develop individual as well as team skills. Emphasis is placed on participation. Games are played against other schools from the Classic Lake Conference. All participants are placed on either the A or B team.

## Interscholastic Spring Sports - Quarter 4

### TRACK and FIELD

Equipment: Running Shoes, Shorts, T-Shirt

Description: All 7th and 8th grade boys and girls are eligible. Students interested in developing skills in running and field events are welcome to join the track and field team. All competitors are encouraged to try many events. All participate in meets against other schools in the Classic Lake Conference.

### BOYS' TENNIS

Description: All 7th and 8th grade boys are eligible. All team members are given an opportunity to play in scheduled matches. Beginning tennis players are welcome to be a part of the program.

Skills are worked on according to ability and experience. Competition consists of play against other schools.

## Service Activities and Clubs

### STUDENT LEADERSHIP

- National Junior Honor Society
- Student Council

### YEARBOOK

Description: All 6th, 7th and 8th grade students are eligible. Announcements are made in the fall for students interested in being on the yearbook staff. The yearbook staff is always in need of students who are interested in photography, writing copy and planning layouts. Working on the yearbook is a great opportunity for students who are creative and like to work in groups.

## Arts Fall/Winter

### MUSICAL

Practice and Performances: September-December

Fee: \$20.00

Description: Students should listen for announcements of tryouts for the musical. In addition to acting parts, there are also opportunities for working backstage on scenery, costumes, lighting, sound, publicity and student direction.

#### CHESS CLUB

Description: Chess club is open to any student who is interested in learning how to play chess or is already an experienced player. Students will have a chance to play against other peers and socialize with others.

#### MATH CLUB

Description: Math Club is an after-school group that meets to hone their math skills, and compete in local and state events.

#### STEP CLUB

Description: Stepping or step-dancing is a form of percussive dance in which the participant's entire body is used as an instrument to produce complex rhythms and sounds through a mixture of footsteps, spoken word, and hand claps. Since its arrangements resemble military formations, students learn about teamwork, to work together with precision and uniformity to perform their routines. Step Club is open to all 8th graders. It may be opened up to 7th graders if space permits. Decisions to open Step Club to 7th graders will be made by the Activities Director and Step Coach, on a season by season basis.