

# H. E. Huntington Middle School

1700 Huntington Drive

San Marino, CA 91108

(626) 299-7060

*A National Blue Ribbon School*

**2010-2011**

## **BEHAVIOR EXPECTATIONS**

### *Discipline Contract*

The goal of our discipline program is to promote responsible decision-making, respect for other people and property, and pride in appropriate behavior. It is our belief that communication and teamwork between the home and the school are critically important in promoting quality citizenship. The following expectations are shared with you in the hope that you will work with your student to promote the goals of our program:

1. Be respectful to all with whom you come in contact. Treat others as you wish to be treated.
2. Play safely. There is to be no rough play, fighting or play fighting at any time.
3. Use language appropriate to the school setting. There is to be no profanity.

Normally the teacher is the first person to work with the student when there is a problem. The following are some of the steps and procedures a teacher may use before a student is sent to the office:

1. Discuss the incident and counsel the student.
2. Keep the student after school for makeup, extra work, or clean-up.
3. Notify the parent(s) and discuss the problem with them.
4. Conference with the parent(s).
5. Speak with the principal or the designated assistant.

When a student is referred to the office by a teacher, a disciplinary referral becomes part of the student's school record. Referrals will describe the inappropriate behavior, and any actions taken will be noted on the referral, along with a notation of any parent contacts made.

Working as a team with parents and teachers, administrative representatives will generally follow one or a combination of the following procedures:

1. Discuss the incident and counsel the student.
2. Detain the student during the school day or after school.
3. Inform the parent of the nature of the problem, seek parental input, and communicate any consequences applied due to the misbehavior.
4. Conference with the parent(s). Students may sometimes be included in these conferences.
5. Suspend the child for a period of 1-5 days. In extreme cases, expulsion may be required.

Please remember that there are many things the entire school staff does in order to prevent student misbehavior. In an attempt to be proactive in preventing problems, our staff is encouraged to positively reinforce quality behavior. Rewards and recognition are valuable ingredients in a positive discipline program and there are many opportunities for students to earn positive recognition at Huntington Middle School.

### **BICYCLE RULES**

1. Bicycles may be ridden to school. However, skateboard/roller blades are prohibited at all times.
2. Bicycle riders are to enter campus only on Sherwood Road. **The Huntington and West Drive entrances are off limits for bicycles.**
3. **Once on campus students must walk their bikes. Students may not ride their bicycle on campus at any time.** Bicycles riding on campus may result in the bike being confiscated.
4. Students must wear helmets as a safety precaution (as per California Law).
5. Traffic and safety rules are to be obeyed at all times.

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## CITIZENSHIP GRADES

It has long been the belief of the district that all students are capable of practicing good citizenship. Huntington school students receive a citizenship grade in each class, as well as a School Citizenship Grade that is issued by the administration. The classroom teacher will determine exact citizenship requirements for each class. Generally, good citizenship will include at least the following: respecting others, punctuality, regular completion of assignments, courtesy, initiative, cooperation, self-discipline, honesty (including the honest representation of your work), respect for authority, care of school property, having necessary supplies for class, and participation in class activities. The School Citizenship Grade would ordinarily be an 'A' unless lowered by the administration. This grade would be lowered by such a referral to the office, truancy, excessive tardiness, suspensions, or other flagrant misbehavior. Once a student's School Citizenship Grade has been lowered to a 'C' in any given quarter, the administration will contact the home. The consequences for a lowered school citizenship grade can include removal from co-curricular activities. These activities include athletics, drama/musical, cheerleading, field trips, dances, and other school events.

## APPROPRIATE ATTIRE

For the safety of our students:

- a. Huntington approved logo hats and baseball caps are now allowed on campus but not in the classroom.
- b. All clothing should fit in such a way that it is secure on the student without the necessity of a belt.
- c. No bare midriff, exposed underwear, or anything excessively revealing will be allowed.
- d. No clothing displaying offensive language or behavior, and/or graphics referring to any controlled substance(s) will be allowed
- e. No disruptive outfits or costumes, including birthday kidnapping attire, will be allowed at school or school functions.
- f. Shoes must be worn at all times. Thongs or backless sandals pose safety concerns and are not permitted.

## SUSPENSION / EXPULSION

Parents and students need to be aware that according to California law, there are certain actions requiring a suspension and may lead to expulsion. Among these actions are:

- (a) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (b) Possessed, sold or furnished a firearms, knife, explosive, or other dangerous object.
- (c) Unlawfully possessed, used, sold or furnished, or been under the influence of any controlled substance, alcoholic beverage, or any intoxicant of any kind.
- (d) Offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind, and then furnished another liquid, substance or material and represented it as a controlled substance or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco products containing tobacco or nicotine products.
- (I) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, or other school personnel engaged in the performance of their duties.
- (l) Knowingly received stolen property or private property.
- (m) Violated Ed. Code Section 48900.2 by committing sexual harassment as defined in Sec. 212.5.
- (n) Violated Ed. Code Section 48900.3 by causing, attempting to cause, threatening to cause, or participating in an act of hate violence, as defined in subdivision (e) of Section 33032.5.
- (o) Violated Ed. Code Section 48900.4 by intentionally engaging in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual or reasonable expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment.

*It should be noted that these laws apply to students not only while on school grounds, but at any school event and while a student is going to or coming from school or any school event.*

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Please sign the Master Signature Summary acknowledging you have read and discussed the Discipline Contract with your child and understand the consequences of irresponsible decision making.

