

Olympus Junior High School Student Handbook



HOME OF THE SPARTANS!

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STAFF LIST 2017-2018

Administration & Front Office Staff

Sean Healy	Principal	shealy@eurekausd.org
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Cathy Parker-Hagerty	Secretary	cparker-hagerty@eurekausd.org
Karen Moraes	Office Clerk/Attendance	kmoraes@eurekausd.org

Teaching Staff

	Subject(s) Taught	Email Address
Lisa Blake	8 th Core	lblake@eurekausd.org
Tim Conway	Science, Project Lead the Way	tconway@eurekausd.org
Amanda Coppa	7 th Core/Interventions	acoppa@eurekausd.org
Callie Cramer	Mathematics	ccramer@eurekausd.org
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Maroniae Zatzke	Science	mzatzke@eurekausd.org

Support Staff

Deputy Ames	Resource Officer	aames@eurekausd.org
	Health Assistant	
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Sandy Greco	Paraeducator	sgreco@eurekausd.org
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Anthony Jackson	Custodian-Night	ajackson@eurekausd.org
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Minh Ngo	Computer Technician	mngo@eurekausd.org
Kim Goudy	Speech	kgoudy@eurekausd.org
Orlando Orona	Custodian-Day	oorona@eurekausd.org
Laurie Sewell	Paraeducator	lsewell@eurekausd.org

BELL SCHEDULES

Regular Day Schedule (Tues-Fri)

7:00 - 7:40	Zero Period
7:45	First Bell
7:50 - 8:47	1 st Period
8:51 - 9:45	2 nd Period
9:45 - 9:55	Break
9:58 - 10:52	3 rd Period
10:56 - 11:50	4 th Period
11:50 - 12:24	Lunch
12:27 - 1:21	5 th Period
1:25 - 2:20	6 th Period

Monday/Assembly Schedule

7:00 - 7:40	Zero Period
7:45	First Bell
7:50 - 8:37	1 st Period
8:41 - 9:25	2 nd Period
9:25 - 9:35	Break
9:38 - 10:22	3 rd Period
10:26 - 11:10	4 th Period
11:10 - 11:44	Lunch
11:47 - 12:31	5 th Period
12:35 - 1:20	6 th Period/Monday Dismissal
1:20 - 2:20	Assembly/Rally

*The Assembly/Rally period is flexible and may not always occur after 6th period.

Minimum Day Schedule

7:00 - 7:40	Zero Period
7:45	First Bell
7:50 - 8:28	1 st Period
8:32 - 9:07	2 nd Period
9:11 - 9:46	3 rd Period
9:50 - 10:25	4 th Period
10:25 - 10:35	Break
10:38 - 11:13	5 th Period
11:17 - 11:52	6 th Period

*There is no lunch period on minimum/adjusted days

OLYMPUS CULTURE

SPARTAN CHARACTER

Olympus prides itself in the positive learning environment that it creates for students, staff and families. The culture of positivity is the foundation from which we believe that all students can and will learn during their time here at Olympus.

VALUE

We believe that the value of a student's opinion often influences the choices students make. Olympus provides a safe place for students to grow and learn to become independent thinkers, apply experience, growth and maturity to make decisions that will have a positive impact.

KINDNESS

Kindness is the foundation for humanity. The quote: "It is your attitude, not your aptitude that determines your altitude." speaks to the possibility of what kindness can achieve. Olympus provides many opportunities for students, staff and families to be involved in acts of kindness for the benefit of others.

SAFETY

Goodness exists in each and every student. While students may make mistakes or poor decisions, we believe in supporting students in restoring what is right and focusing on moving forward in a positive direction.

COURAGE/RESPONSIBILITY

Change takes courage. Olympus prides itself on providing opportunities for students to reflect on the habits that create positive and negative outcomes in the students' lives--whether it be related to academics, peer relationships, and/or personal physical and emotional wellness. Students are provided support to take risks and be responsible for the positive changes that need to be made.

STUDENT PROGRAMS & SERVICES

ACADEMIC SUPPORT

We recognize that students learn at different rates and may need additional time to master the curriculum and receive additional support. We provide a variety of opportunities for students to receive additional support. For additional information on times and locations, please [click here](#).

Academic Support: Students that are in need of additional support or reteach opportunities, it is recommended that the student attend the various reteach opportunities provided during and after school.

Math Lab: Students that are in need of additional support or reteach opportunities in Math should attend Math Lab.

ATHLETICS

Olympus Junior High School participates in the Foothill Intermediate Schools Athletic League (FISAL). Students have the opportunity to participate in the following athletic activities:

FALL

Flag Football
Cross Country
Girl's Volleyball

WINTER

Boys' Basketball
Girls' Basketball
Wrestling

SPRING

Track & Field
Boy's Volleyball
Girl's Softball

Eligibility for athletics is as follows:

- Completed athletic packet for each sport season.
- 2.0 with no F's on the most recent trimester progress report or report card to date.
- Ongoing eligibility during a sport season for a current team member is determined by the bi-weekly grade checks.
 - If the grade eligibility has not been met, the student-athlete will not participate until the grade has been raised (including practices and contests).
- Maintain satisfactory attendance and citizenship.
 - A student must maintain a minimum of 95 Merit Points during a sport season and may not be suspended from school. If the student-athlete is suspended from school, he or she may be suspended from the team for a period of time that will be determined by the administration. Some

situations may result in immediate dismissal from the team.

- The student-athlete must attend school for the full 6-period day to participate in that day's competition/practice. Exceptions for medical appointments, personal necessity, or special circumstances may be made with prior approval from the Principal and/or Vice Principal.
- Student-athlete cannot play, practice and/or attend a practice for another team (of the same sport) during the FISAL Season.

Student-athletes are asked to make a voluntary athletic contribution as a part of his or her participation in the athletic program. A voluntary contribution of \$150 is requested. These funds are used to help offset the expenses of our athletic program including the cost of bus transportation, officials, uniform and equipment replacement, league fees and other expenses.

ATTENDANCE

Attending school regularly contributes to good grades. It has been shown that poor grades and failure in a subject are caused more often by absences than any other reason. **Students absent during the school day without prior approval may be restricted from participating in any after school activity that day.** All students between 6 and 18 years of age are required to attend school. Parents have a legal responsibility to ensure their child's attendance. Ed Code 48200.

ABSENCES

Per Ed Code 46011 and 48205, an absence is excusable for illness or injury; medical, dental, optometric, or chiropractic appointment; funeral for an immediate family member or other justifiable reason: court appearance, religious holiday. Unexcused Absences or Tardies include: vacations (if more than 5 days, please see "Independent Study"), car troubles, overslept, or unverified absence. Absences must be cleared within 5 days or it is reported as unexcused.

TARDINESS

If students are tardy upon arrival in the morning, they must check in at the front desk in the office for an admittance slip before going to his/her classroom. If a student is **more than a ½ hour late a parent or guardian must come into the office to check the student into school.** Missing the bus, oversleeping, traffic or being in a late carpool are not excused tardies. Students are issued 1 Merit Point loss for any tardy that occurs for periods 2-6. Students have the opportunity for Merit Point Restoration by signing up for various service credit options in the front office. See the Merit Points System for additional information on the Merit System and Service Credit.

TRUANCY

Any student with three (3) unexcused absences in one school year or three (3) unexcused tardies in excess of thirty (30) minutes in one school year is considered to be truant.

COUNSELING SERVICES

There is a school counselor on campus 5 days per week. The school counselor helps support students in the development of the values and skills that promote college and career readiness. Having the support of a counselor on campus provides the opportunity to provide the social and emotional support necessary to allow students to focus on his/her academics. The goal of the counseling department is to increase academic success, appropriate social interactions, and attendance.

DANCE/RALLY/FIELD TRIPS

During a school-sponsored event, all school rules are enforced. Appropriate conduct and interaction is a requirement. Any conduct deemed inappropriate by the Olympus staff will be handled appropriately. School permission slips must be signed by parent in order to purchase a dance ticket or attend a field trip. Only Olympus students may attend dances. Students must have a minimum of 90 Merit Points in order to attend the dance, rally and/or field trips. **School dress code is enforced at all school-sponsored events.**

ENRICHMENTS and ELECTIVES

Students have the opportunity to take a variety of enrichment courses. Students can be a part of the year long Elective courses: Band, Choir or Project Lead the Way (8th Grade), Spanish (8th Grade) programs, or choose to participate in our trimester long Enrichment courses: Yearbook, Life Skills, Woodshop, Ceramics, Project Lead the Way (7th Grade), Informational Literacy, and Video Productions.

GRADING PROCEDURES

The teachers determine academic grades based upon student performance and academic achievement of the content standards. Each teacher will provide grading procedures to their students. In addition to the three report cards that are mailed home, the [PowerSchool](#) system can be used for access to grades online throughout the year. Teachers update online grades on a regular basis.

GRADUATION REQUIREMENTS (Board Policy 5127)

It is the policy of the Eureka Union School District to award diplomas of graduation from the eighth grade in accordance with provisions of the California Education Code and the policies adopted by the district.

To graduate from eighth grade, participate in the graduation exercises, and receive a diploma, a student is required to:

1. Complete the prescribed **course of study**
2. Maintain satisfactory **attendance and citizenship**

COURSE OF STUDY

Students must receive a passing grade ("D" or better) every trimester in each course they are enrolled in, during seventh and eighth grade ("F" trimester grade must be balanced by a "C" trimester grade).

SATISFACTORY ATTENDANCE

Students must maintain satisfactory school attendance from the time they enroll or attend school (student may not have more than 18 absences on the Friday prior to the graduation activity).

SATISFACTORY CITIZENSHIP

Students must maintain satisfactory citizenship during the eighth grade year as described in the Student Handbook. Eighth grade students who have less than 90 Merit Points are denied participation in all graduation activities (attending the dance, luncheon, Six Flags Discovery Kingdom, and the graduation ceremony).

GRADUATION ACTIVITIES

Students who have an F in any class for the 3rd Trimester of their 8th grade year are not eligible to participate in graduation activities (dance, luncheon, Six Flags Discovery Kingdom field trip). Academic eligibility will be determined on the Friday prior to the graduation activity.

HOMEWORK POLICY (BOARD POLICY 6154)

It shall be the policy of the Eureka Union School District to consider home study as an integral part of the students' total school program.

PROCEDURES GOVERNING HOMEWORK

The Board believes that potentially significant gains can be made by students through well-designed, purposeful homework. Homework is defined as "tasks assigned to students by school teachers that are meant to be carried out during non-school hours" (Cooper, 2010, p. 340). The school setting is the primary and most effective teaching and learning environment. Homework supplements and complements instruction received in school. These assigned learning activities are expected to be done independently at home. Parents can play a supportive role through monitoring, encouraging students' efforts and providing a conducive learning environment at home.

Homework shall be designed to address the following purpose:

- Practice - Reinforce skills and concepts that were taught in the classroom.
- Completion - Complete tasks that were not finished in class (e.g. do a rewrite of an essay, complete a problem set).
- Preparation - Prepare students for upcoming lessons or units, as well as studying for tests
- Self-Regulation Skills - Help teach students critical fundamental skills such as planning, organization, time management, and responsibility.

Administrative Regulation for Implementation of Board Policy

- Grade 7- Average of 70 minutes of homework per night, Monday – Thursday.
- Grade 8 - Average of 80 minutes of homework per night, Monday – Thursday.

Note that the HW minutes apply to core content areas only: English Language Arts, Science, Mathematics and History/Social Studies. HW minutes shall include assigned reading and studying for tests. Reading for pleasure is highly encouraged.

Students are responsible for:

1. Ensuring understanding of the homework and asking for clarification or help when needed.
2. Regularly completing assigned homework in a timely manner.
3. Managing time by staying focused, on task, and planning effectively for long-term projects in a grade level appropriate way.
4. Bringing home all necessary materials.
5. Putting forth their best effort to produce quality work.
6. Communicating to parents and teachers when homework assignments become overwhelming or if s/he is not consistently able to do the homework by herself/himself within the time guidelines, or if challenges or questions arise.

For questions specific to homework assigned to your student, please consult your child's teacher.

LIBRARY

The Olympus Junior High School library has a comprehensive selection of books, magazines, and reference materials. Students may use the library during regular class visits and with permission of their teacher and the librarian for independent study during the school day. Students may borrow books for a period of one month. Books may be renewed as needed. Students may borrow additional books for reports and/or research. For some books, borrowing is limited to overnight. A teacher, for a specific length of time, may place books on a non-circulating reserve list. Students may use computers for research, schoolwork, and internet use in accordance with the computer use agreement signed at the beginning of the school year. The library is open during the school day.

LOCKERS

Each student is given access to three lockers: one for books and two for Physical Education. Loss of items from your locker can be eliminated if you adhere to the following procedures:

1. Keep lockers locked at all times.
2. Do not share your locker or give combinations to other students.
3. Do not keep large sums of money on your person or in your locker. If it is necessary to bring money to school it can be left in the office.
4. Report any loss to the office immediately.
5. Report lockers that do not work to the office. Our custodial staff will try to fix the problem as soon as possible
6. Students finding lost items should report these to the office.

Students and parents must also remember that the lockers, which are provided, are a privilege. The lockers are school property. In order to keep the campus as safe as possible, the school reserves the right to inspect the lockers at any time during the school year without prior notice.

LOST AND FOUND

Clothing and other personal articles found during the school year are turned into the MP Room. Periodically, items not claimed are donated to a charitable organization. Labeling of possessions, such as coats, shoes, PE clothes, etc., will help in returning items to their owners.

NAVIANCE

Naviance is a comprehensive college and career readiness program that helps align student strengths and interests to post-secondary goals and support student outcomes.

CLUBS, EXTRA-CURRICULAR ACTIVITIES AND ORGANIZATIONS

Being involved in the Olympus Community is an essential part of having a positive junior high school experience. We encourage all students to get involved with at least one club, extra-curricular activities or organization. Students that participate in any of the following, must have a minimum of 95 Merit Points.

ATHLETICS

Athletic Director: Ms. Taylor

Olympus Junior High School participates in the Foothill Intermediate Schools Athletic League (FISAL). Students have the opportunity to participate in the following athletic activities:

FALL

Flag Football
Cross Country
Girl's Volleyball

WINTER

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Girls' Basketball
Wrestling

SPRING

Track & Field
Boy's Volleyball
Girl's Softball

CJSF

Advisors: Mrs. Washburn, Mr. Sellarole, and Mrs. Fowler

California Junior Scholarship Federation (CJSF) fosters high standards of scholarship, service, and citizenship in the middle school grades. CJSF emphasizes service to the school and the community while fostering pride in scholastic achievement. CJSF is meant to recognize students for their hard work and dedication to their academics. Application periods are open for 4 weeks after each trimester end. No late applications are allowed to be accepted, no exceptions.

STUDENT COUNCIL (a.k.a. “The Stu-Crew”)

Advisors: Mrs. Ducharme and Ms. Taylor

This group is one of the most important organizations on campus. Serving as a link between students and administration, Student Council helps to implement positive changes in the school. Every student at Olympus is welcome to join the Stu-Crew. Student Council provides the following services to the students:

- Recycling
- Rallies
- Penny Wars
- Dances
- Spirit Wear, Spirit Days
- Canned Food Drive
- Other activities as planned by Student Council

VIDEO PRODUCTION CLUB

Advisor: Mr. Sellarole

The “O-Show” is Olympus’ morning announcement show that is created by students that choose to participate in the after school club. Participants in the club have diverse backgrounds in video editing, public speaking, videography, but experience is not necessary.

WEB: WHERE EVERYBODY BELONGS

Advisors: Mrs. Fowler, Ms. Shaw, Mrs. O’Brien, Mrs. Kite, Mr. Shafto

WEB is a yearlong transition program with four components that contribute to it’s success. 1. Orientation: WEB Leaders (8th grade mentors) build relationships and support the incoming students in preparation for the junior high experience. 2. Academic Follow-ups: WEB Leaders support the 7th graders in their academic success and character development through various activities. 3. Social Follow-ups: WEB Leaders connect outside of the classroom at social events to increase student engagement and promote positive school climate. and 4. Leader Initiated Contacts: WEB Leaders connect with the 7th graders on an individual basis.

STUDY HALL

Students are welcome to attend Study Hall on Tuesday, Wednesday and Thursday in the library from 2:20-3:20 PM. Students are provided with learning stations by subject area and independent work stations. Computers are available for academic purposes only. Study Hall is a place where students can get homework done and seek additional help.

TEXTBOOKS and CHROMEBOOKS

The school issues all required textbooks. Students are held accountable for the care and safekeeping of books assigned to them. Students are billed for the replacement cost of all lost or damaged books. Olympus Junior High has a limited number of Chromebooks that may be checked out for the year. Students and their family become responsible for any Chromebook checked out, for any period of time. Lost, damaged, stolen, or misplaced Chromebooks become the responsibility of the student and their family per the agreement laid out in the Chromebook checkout contract.

SCHOOL PROCEDURES & EXPECTATIONS

Olympus Jr. High School is your school. The school reputation is reflected by your behavior in the classroom, on campus, during assemblies, athletic events, or wherever Olympus students are gathered. Only you can make it a school to be proud of. The following procedures and expectations have been established to help insure a successful year for all.

BICYCLES, SCOOTERS, AND SKATEBOARDS

With ever-increasing traffic, there is a great need for sound and appropriate observance of all rules relating to bicycles, scooters, skateboards and traffic. All students choosing to use a bicycle, scooter or skateboard to and from school must observe the following rules:

1. **Helmets are required by law. CA Vehicle Code 21212(a)**
2. Motorized bicycle, scooter or other adapted forms of human powered transportation may not be used to transport to or from school. CA Vehicle Code 406(b)
3. Bicycle riders must stay on the right side of the street while riding their bikes. Follow the traffic rules that apply to moving vehicles, including the use of hand signals. Always cross a street at an appropriate intersection.

4. Bicycles, Scooters and Skateboards must be placed and locked in the racks provided.
5. Students are not to loiter near the bicycle racks.
6. Riding double is forbidden by law.
7. Ride single file to prevent blocking traffic.

BRING YOUR OWN DEVICE (BYOD)

Students are authorized to use district issued equipment or a previously purchased Chromebook or similar device to school under our "Bring Your Own Device" policy, it should meet the following criteria:

1. The student's name must be on the device
2. The device must be WIFI enabled and have a tactile keyboard
3. The device must be able to access the student's Google account

These devices may access the district Internet or other online services in accordance with Board policy, the user obligations and responsibilities are outlined in the district's Student-Technology Acceptable Use Agreement. Families have the opportunity to purchase a Chromebook for school and home use at the district pricing during the Summer. This offer is optional and available to any student in our district. For those students that do not have their own device for use at school, there will be devices available for check out - similar to checking out a book at the library.

All network and Internet access at District facilities, regardless if the device is District-owned or personal (BYOD), will be content filtered for appropriate educational use. Network access and Internet use is a privilege, not a right. Students who violate or disregard the Student Technology Acceptable Use Agreement and regulations may have their use privileges suspended or revoked and may be subject to other disciplinary actions.

CELL PHONE POLICY

Cell phones and other electronics for non-educational purpose are not allowed to be "on" during school hours (7:50 am – 2:20pm). If a student is using their cell phone (texting, calling, checking messages, etc.) or electronic device (i.e. ipod, MP3 player, video game, etc.), or if the cell phone rings/vibrates during school hours, the electronic device will be confiscated and held in the office until the end of the day.

CLOSED CAMPUS

Olympus School is a closed campus. This means that once pupils arrive on campus (whether before school has begun or not) they must remain on campus until they are dismissed at the end of the day. All visitors must sign in at the front office and display a visitor badge while on campus.

POSITIVE STUDENT RECOGNITION

Throughout the year, there will be a variety of activities for students to participate in when students have 100 Merit Points or 90 Merit Points*. If students have lost Merit Points, they have the opportunity to participate if the Merit Points have been restored by the established deadlines.

CHARACTER TRAIT RECOGNITION

Spartan Green Card: Students earn Green Cards when staff recognize the demonstration of Spartan Character: Kindness, Value, Safety, and/or Courage. Regular incentive drawings for Green Card recipients will be held during 90 and 100 Merit Point Activities.

Spartan Silver Card: Students earn Silver Cards when they are recognized as Student of the Week, Month or for Academic Achievement (end of the Trimester). At the end of the year, there will be an incentive drawing for those students that earned a Silver Card.

MERIT POINTS

Teachers use Time to Teach and Love and Logic in the classrooms to allow for a restorative approach to disruptive student behaviors. All students start with 100 Merit Points. When students have infractions that result in a loss of merit points, students have the opportunity to earn back the Merit Points through a variety of service oriented activities. Parents will be contacted (either by phone message or email) when there is a loss of a Merit Point(s). Students are responsible for signing-up and completing Merit Service Activities by the identified deadlines to participate in the various Merit Point Incentive Activities.

EXAMPLES of POSSIBLE MERIT POINT INFRACTIONS

The following column table provides many examples of merit loss infractions. Keep in mind that merit loss is *not* limited to the examples listed below and merit loss may occur as the need or particular situations arise.

1 Merit Point Deduction	5 Merit Point Deduction	10 or More Merit Point Deduction
<ul style="list-style-type: none"> • Cell Phone Use • Dress Code • Eating in Unauthorized Areas • Gum • Littering • Tardies • REFOCUS (3 within a trimester) 	<ul style="list-style-type: none"> • Inappropriate and/or Hate Language • Inappropriate Display of Affection • Defiance • Removal from Class 	<ul style="list-style-type: none"> • Bullying • Fighting • Hazing • Harassment (physical, verbal, emotional, race, gender, sexuality, religious, other) • Vandalism • Other suspendable acts indicated in EdCode Section 48911* **

*1 day of suspension = 10 Merit Point Deduction

**each additional day of suspension is 2 Merit Point Deduction

SERVICE CREDIT OPTIONS

Students are able to earn Merit Points through participation in service-oriented activities. Thirty minutes of service equals 1 Merit Point Credit. One hour of service equals the credit of 2 Merit Points.

30 Minutes= 1 merit	1 Hour= 2 merits
<ul style="list-style-type: none"> • 2 Lunch Trash Pick-ups (15 minutes/lunch) • 1 Spartan Squad Activity (30 minute lunch) • 1-2 EdPuzzle Videos (15-30 minutes) • 1 Restorative Justice with Teacher or Other Staff (30 minutes) 	<ul style="list-style-type: none"> • 1 Study Hall Tutoring Session--Must have a minimum of B in core academic subjects (1 hour) • 1 Campus Beautification Session (1 hour) • 1 Hour of Community Service Project (non-CJSF members)

DISCIPLINE BULLYING

Bullying is intentional harmful behavior initiated by one or more students and directed toward another student. Bullying exists when a student with more social and/or physical power deliberately dominates and harasses another student who has less power. Bullying is unjustified and typically is repeated.

Bullying differs from conflict. Two or more students can have a disagreement or a conflict. Bullying involves a power imbalance element where a bully targets a student who has difficulty defending himself or herself.

- **Physical:** Physical bullying involves harmful actions against another person's body. Examples include: biting, kicking, pushing, pinching, hitting, tripping, pulling hair; or any form of violence or intimidation.
- **Verbal:** Verbal bullying involves speaking to a person, or about a person, in an unkind or hurtful way. Examples include: sarcasm, teasing, putdowns, name-calling, extortion, phone calls, spreading rumors, or hurtful gossip.
- **Emotional:** Emotional bullying involves behaviors that upset, exclude, or embarrass a person. Examples include: nasty notes, saying mean things using technology (e.g., cyberbullying using emails, social media, websites, text messaging), intentional exclusion from games or activities, tormenting, threatening, humiliation, or social embarrassment.
- **Sexual:** Sexual bullying singles out a person because of gender and demonstrates unwarranted or unwelcome sexual behavior. Examples include: sexual comments, abusive comments, unwanted physical contact. Sexual bullying can be classified as sexual harassment.
- **Racial:** Racial bullying involves rejection or isolation of a person because of ethnicity. Examples include: gestures, racial slurs or taunts, name-calling, making fun of customs/skin color/accent/food choices.

CLASSROOM DISRUPTIONS

When students choose not to follow an expected behavior, he/she will be asked to REFOCUS. When a child is in REFOCUS, he or she is seated in a quiet area either in the classroom, another teacher's classroom, or the office. There, the student thinks about the inappropriate behavior and writes a positive alternative on a REFOCUS form. The student is then positively welcomed back into the classroom by the teacher who has checked the REFOCUS form for student accuracy and completeness. If your child has been to REFOCUS, it does not mean that he/she has been bad. REFOCUS is an opportunity to identify behaviors that may begin to affect the academic environment.

FIGHTING

Students fighting on or near the school grounds are suspended from school. This includes, but is not limited to, before and after school, and during any school related or sponsored activity.

HAZING

Section 32051 of the California Education Code states that no student shall conspire to haze, engage in hazing, or commit any act that injures, degrades, or disgraces a fellow student. The violation of this section is a misdemeanor, punishable by fine or imprisonment.

SEXUAL HARASSMENT (Administrative Regulation 5145.7)

The Eureka Union Elementary School District has outlined their sexual harassment policy in administrative regulation 5145.7. One of the provisions of this policy is that a copy of this regulation be provided to all the parents and students in a school or district publication outlining codes of conduct. The Olympus Jr. High School student handbook will be our document for providing you this information.

Sexual Harassment (AR 5145.7)

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature when:

1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual's academic status or progress.
2. Submission to, or rejection of, the conduct by an individual is used as the basis for academic decisions affecting the individual.
3. The conduct has the purpose or effect of having a negative impact on the individual's academic performance, or of creating an intimidating, hostile or offensive educational environment.
4. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding honors, programs, or activities available at or through the school.

Other types of conduct which are prohibited in the district and which may constitute sexual harassment include:

1. Unwelcome leering, sexual flirtations or propositions.
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
3. Graphic verbal comments about an individual's body, or overly personal conversation.
4. Sexual jokes, stories, drawings, pictures or gestures.
5. Spreading sexual rumors.
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class.
7. Touching an individual's body or clothes in a sexual way.
8. Purposefully limiting a student's access to educational tools.
9. Cornering or blocking of normal movements.
10. Displaying sexually suggestive objects in the educational environment.
11. Any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

A copy of this policy is to be kept in the office. The principal or designee is to make sure the policy is enforced.

SUSPENSION (Administrative Regulation 5144.1.1)*

Students may be suspended or recommended for expulsion when the Superintendent, Principal, Assistant Principal or Principal's Designee of the school in which the student is enrolled determines that the student has done any of the acts listed below:

Suspension Guidelines

- Caused or attempted to cause physical injury to a person (fighting).
- Possession of a dangerous weapon.
- Possessed, sold, used or furnished a controlled substance, alcoholic beverage or intoxicant.
- Stole or attempted to steal school or private property.
- Possessed or used tobacco.
- Committed obscene act or used habitual profanity or vulgarity.
- Sold, offered, or possessed drug paraphernalia.
- Disrupted school activities or otherwise willfully defied valid authority.
- Knowingly received stolen property.
- Caused or attempted to cause damage to school or private property.
- Other offense which is outlined on district suspension form

A student on suspension is prohibited from attending any extracurricular activity during the period of suspension. This includes all off-campus, sponsored activities. Students who accumulate more than 20 days of suspension in a single school year must be transferred to and enrolled in an opportunity school. This procedure is in accordance with Section 48911 of the California Education Code. In addition, students under the age of eighteen years of age who fail to adjust to regular day school may be transferred to opportunity school.

- This information was taken in part from the Eureka Union Elementary School District board policies handbook and the suspension report form and is not a copy of the text of AR 5144.1.1.

EXPULSION (Ed. Code 48915.c)

The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determine has committed any of the following acts at school or at a school activity off grounds:

- (1) Possessing, selling, or otherwise furnishing a firearm.
- (2) Brandishing a knife at another person.
- (3) Unlawfully selling a controlled substance.
- (4) Committing or attempting to commit a sexual assault or a sexual battery.

This information was taken in part from California Education Code 48915.c

DISPLAY OF AFFECTION

School is a place of business and should be treated accordingly. Display of affection by students is not acceptable in this situation and will result in a deduction of 5 Merit Points. Students have the opportunity for Merit Point Restoration by signing up for various service credit options in the front office. See the Merit Points System for additional information on the Merit System and Service Credit.

DRESS CODE

School is considered a place of business and student dress and behavior should be consistent with the situation. The school encourages students to use good taste and common sense when dressing for school. Under no conditions should clothing or personal grooming be a distraction, unsafe, immodest, or disruptive to the educational program. When it comes to understanding and adhering to the dress code established at Olympus Junior High, please keep the following guidelines in mind:

- Dress should be modest, neat, clean, appropriate, and compatible with educational activities.
- For health and safety reasons shoes must be worn at all times.
- NO TORN or SHEER CLOTHING ABOVE FINGERTIP LENGTH THAT SHOWS SKIN BENEATH IT – SHIRTS, PANTS, SHORTS, SKIRTS, ETC. SHEER TOPS MAY NOT SHOW SKIN BENEATH IT.
- Shorts and skirts may be worn but they must be an appropriate length (fingertip length) - no "short shorts", or mini-skirts.
- "Halter", "tube", and tank tops with oversized armholes are not appropriate at school – even in combination. Students may not wear spaghetti straps, strapless or backless tops/dresses. Midriffs must be covered.
- Pants/shorts/skirts must be worn with the waistband of the pants/shorts up around the waist – no "sagging" pants/shorts.
- Shorts and skirts must be fingertip length at minimum (arm dropped to the sides, hem should reach fingertips).
- Emblems, words and pictures on clothing should be appropriate for Junior High School students (i.e. no obscenities, vulgar language, indecency, innuendos, violence or drug and alcohol references).
- No pajamas or slippers are to be worn to school unless for a "Spirit Day" designated by the Stu-Crew.

GENERAL SAFETY

In all situations where students are involved with other students at school, concern for everyone's safety is of foremost concern. All school rules apply as students are on their way to school, while at school, on the way home from school, and during school events (even if it is not during the regular school day). The following rules of safety for students are enforced:

GENERAL RULES

1. Walking in all areas of the school building is required for student safety.
2. The throwing of anything is forbidden because of potentially serious injury.
3. The carrying of sharp objects on one's person is hazardous and students are prohibited from doing so.
4. All equipment in the classrooms (i.e. woodshop, art, video production) is to be used only under the supervision of the teacher.
5. Students walking to and from school are to use sidewalks and are required to follow basic safety rules when crossing streets or near buses and automobiles in the school area.
6. Students are required to remain within the established school boundaries.
7. **BICYCLES, SKATEBOARDS, AND SCOOTERS MUST BE LOCKED IN THE PROVIDED RACKS.**
8. Students are not allowed to bring athletic equipment to school unless prior approval is received. Only equipment furnished or approved by the school will be used.

DRILLS

Throughout the year, all students will participate in a variety of safety drills to prepare for unexpected events. The purpose of the drills is to be sure that all students and staff are aware of the procedures that have been established to ensure the safety and well-being of all.

GUM

NO GUM CHEWING IS ALLOWED ON CAMPUS. Any student that is found chewing gum will have a loss of 1 Merit Point. Students have the opportunity for Merit Point Restoration by signing up for various service credit options in the front office. See the Merit Points System for additional information on the Merit System and Service Credit.

LUNCH TIME and BREAK

1. All food is to be eaten only in one of the two designated eating areas (the MP room or the outdoor picnic area).
2. Students are to keep the lunch areas clean and are responsible for throwing away all trash.
3. All students are to stay within the view of the yard duty supervisors at all times.

MEDICATIONS

Students may not carry over the counter medication (such as Tylenol, Aspirin, cough drops, etc.). Students may not carry prescription medications (including inhalers) with them at school without a completed [Administration of Medication By School Personnel Form](#) that is signed by the student's physician. Medication that is needed during school hours will be kept in the office. Medication will be supplied provided that the necessary paperwork is on file in the office. Medications must be in the original packaging.

POWERSCHOOL

Students and parents will have daily access to weekly academic progress and grade reporting. "PowerSchool" is the name of the student information system used by the EUSD, and each student/family is assigned a confidential access log-in. We encourage all families to use the PowerSchool system to monitor and support your child's academic progress. Grading report periods are published on the EUSD School Calendar.

PERSONAL PROPERTY

Students should not bring items of value to school without the express consent of both parent and teacher. It is advisable not to bring large sums of money or expensive electronics to school. Personal property having no bearing on studies is not allowed at school. All objects, which in any way might be considered dangerous, may not be brought to school. **If a student chooses to bring valuables to school, it is the responsibility of that student to secure valuables and not leave valuables unattended at any time.**

PLAYGROUND EXPECTATIONS

1. Use good manners on the school grounds.
2. Walk around areas being used for games.
3. Games will stop immediately when the bell rings.
4. Use equipment safely.
5. **Tackle football and other contact games are not allowed.**
6. Games are to be played away from buildings.
7. Remain in designated areas - within 50 yards of the blacktop.
8. Games are open to all students - include everyone that wants to play!
9. Classrooms and/or the gym are off-limits before and after school and during lunch or break unless a teacher is present.

TELEPHONE USE

STUDENTS

If there is any reason for a student to call home, we have a phone in the office available. Students may use their cell phones with permission while they are in the office. Students may not call from the classrooms or common areas.

PARENTS

Please do not call or text your child on their personal number. Many times the disruptions to the classroom are parents calling their children and the phone was not silenced. **Classrooms will not be disrupted for non-emergency messages.**

ACADEMIC HONESTY CONTRACT

Olympus Jr. High School expects all students to demonstrate honesty and integrity. Olympus Jr. High School expects each student to complete his/her own work and cite material taken from other sources.

ACADEMIC HONESTY

1. Plagiarism: Intentionally taking work, words or ideas that has been produced by someone else and representing the work as one’s own and not acknowledging or crediting the original source(s).
2. Collusion: Intentionally assisting another student in academic malpractice by allowing your work to be copied or submitted for assessment by another student.
3. Cheating: Intentionally using unauthorized materials, study materials, or other information in a deceptive manner to earn credit or improved scores.
4. Facilitation: Intentionally creating, changing or falsifying information in an effort to gain more time, credit or grading leniency on an assignment, project or assessment.
5. Technology: Intentionally transmitting or receiving academic information (through text, voice, images or other medium) related to the content of graded work without authorization.

Academic Malpractice is documented through Log Entries in PowerSchool, and are addressed through academics rather than a loss of merits.

1st Infraction or Level 1	2nd Infraction or Level 2*	3rd Infraction or Level 3**
<ul style="list-style-type: none"> □ Document in PowerSchool Gradebook □ Referral to Administration □ Parent Contact □ Teacher Conference with Student □ Student completes an alternate assignment or assessment for credit. 	<ul style="list-style-type: none"> □ Document in PowerSchool Gradebook □ Referral to Administration □ Parent Contact □ Teacher- Student- Parent Conference □ Student receives a 0 (not to reduce the overall grade more than 5%). □ Student completes an alternate assignment or assessment. Optional (Teacher/Admin Discretion): □ Loss of eligibility in CJSF, WEB, Stu-Crew, Athletics other Extra-curricular Activities (requires a team meeting with teacher, student and advisor of extracurricular activity) □ Denial of position as a TA 	<ul style="list-style-type: none"> □ Document in PowerSchool Gradebook □ Referral to Administration □ Parent Contact □ Teacher- Student- Parent Conference □ Student receives a 0 (not to reduce the overall grade more than 10%) □ Student completes an alternate assignment or assessment. One or more of the following consequences will be administered: □ Denial of position as a TA □ Loss of eligibility in CJSF, WEB, Stu-Crew, Athletics, Extra-curricular Activities (requires a team meeting with teacher, student and advisor of extracurricular activity) □ Loss of eligibility for any academic merit recognition at the end of the trimester.

* ** It is possible that the academic malpractice is of such serious nature, such as cheating on a summative assessment or project that the teacher and administration may bypass any part of Level 1 and/or 2 and the “2nd Infraction or Level 2” or “3rd Infraction or Level 3” consequences may be administered.

TRANSFERS

If a student moves out of the school area, the parents/guardians must present a written request for transfer. A checkout slip is given to the student that is to be signed by all of his/her teachers, the secretary, and the librarian. All books are to be returned and any assessed fines must be paid to the librarian. The student must then return to the office for completion of the transfer. School records will not be sent to the student's new school until all books are returned and/or fines are paid in full.

VISITORS

Visitors must check in at the office. We encourage parents to volunteer on the Olympus Campus. Visiting classrooms or shadowing your child must be pre-approved with the administration. When coming onto campus, please sign in at the office. You will be issued a badge to wear while on campus. Students are not allowed to bring visitors to school.