

# TAYLORVIEW MIDDLE SCHOOL



## Student Handbook

2018-2019

Home of the Wolverines  
350 Castlerock Lane  
Idaho Falls, Idaho 83404  
(208) 524-7850

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7<sup>th</sup> Grade Teams  
Mountaineers  
Rocketeers  
Trailblazers

8<sup>th</sup> Grade Teams  
Explorers  
Parkour  
Vovagers

**Mrs. Smith, Principal**  
**Mrs. Stosich, Assistant Principal**  
**Mrs. Peck, 7<sup>th</sup> Grade Counselor**  
**Mr. Gemar, 8<sup>th</sup> Grade Counselor**  
★  
**Mrs. Archibald, Bookkeeper/Secretary**  
**Mrs. Lords, Attendance Clerk**  
**Mrs. Hurst, Receptionist**  
**Mrs. Clements, Counseling Secretary**

\*Check out our website  
for more information @  
[Taylorview.d91.k12.id.us](http://Taylorview.d91.k12.id.us)

### Student-Parent-School CONTRACT

We have familiarized ourselves with the Taylorview Middle School standards and expectations outlined in this Taylorview Student Handbook. We understand that all students are required to carry their Student Handbook to every class every day, as it contains their hall pass, and all students must have a signed hall pass to be allowed out of class. This Student Handbook also contains a page in the back to track student tardiness, and we understand that all students are required to be on time for all classes. Continued tardiness may result in consequences, such as detention and/or Saturday School. We further understand students who lose their Student Handbook will be required to purchase a replacement.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**This Student Handbook Belongs to:** \_\_\_\_\_

Team: \_\_\_\_\_ Grade: \_\_\_\_\_

Advisory Teacher: \_\_\_\_\_ Room: \_\_\_\_\_

Locker # \_\_\_\_\_

School Email: \_\_\_\_\_ @[cloud.ifschools.org](http://cloud.ifschools.org)

# TAYLORVIEW MIDDLE SCHOOL

## SCHOOL MISSION

Preparing all students for success in high school and beyond by facilitating:

- a culture that empower
- instruction that engages
- technology that enables

## TAYLORVIEW PRIDE

### **Purpose**

- \* Set goals for yourself.
- \* Come to school every day with a positive attitude to work toward your goals.

### **Respect/Responsibility**

- \* Be kind.
- \* Take care of yourself, others and OUR school.
- \* Be on time, organized and prepared for learning  
--use your Student Handbook.
- \* Know and practice our school wide expectations.

### **Integrity**

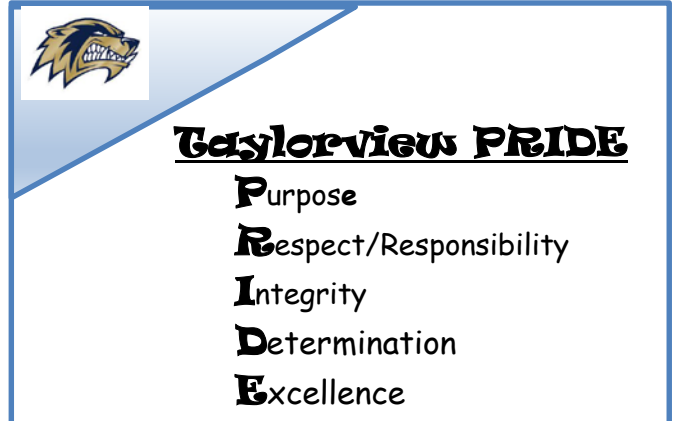
- \* Be honest.
- \* Do the right thing, even when no one is watching, simply because it's the right thing to do.

### **Determination**

- \* Be willing to work hard for what you want.
- \* Never give up.

### **Excellence**

- \* Always do your personal best.



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## How to Use Your Student Handbook

### **Student Responsibility:**

1. Bring your Student Handbook to every class, every day.
2. Write all assignments, tests, quizzes, etc. in your handbook.
3. Check before going home to see if you have the materials you need to complete assignments.
4. Check again at home to see if you have all assignments completed for the following day.
5. Show any messages to parents and/or teachers.

#### **At Home:**

1. Set aside a regular time to study and complete assignment.
2. Choose a regular, quiet place to study with no distractions.
3. Prioritize your work.
4. Check off your assignments in your Student Handbook when complete.

### **Parent Responsibility:**

1. Check Student Handbook often.
2. Ask your student about the assignments listed.
3. Have frequent discussions with your student about classes, assignments and progress.

### **Teacher Responsibility:**

1. List learning objectives and assignments in a visible place in the classroom.
2. Require all students to bring their Student Handbook to class, and provide time and instruction on how to use student handbooks.

### Wolverine Fight Song



Cheer, cheer for our Taylorview  
We are marching fearless and true  
Here we come with spirits high  
With voices loud we reach for the sky  
Though the foe be giant or small  
Orange and black will conquer them all  
With our colors proudly waving  
Onward to victory!



## Bell Schedules 2018-2019

### Monday – Late Start Schedule

7th Grade Late Start Monday Schedule							
1	2	3	Lunch	4	5	6	7
9:35-10:19	10:23-11:07	11:11-11:55	11:55-12:25	12:29-1:13	1:17-2:01	2:05-2:48	2:52-3:35
44	44	44	30	44	44	43	43

8th Grade Late Start Monday Schedule							
1	2	3	4	Lunch	5	6	7
9:35-10:19	10:23-11:07	11:11-11:55	11:59-12:43	12:43-1:13	1:17-2:01	2:05-2:48	2:52-3:35
44	44	44	44	30	44	43	43

### Tuesday – Friday Schedule

7th Grade Tuesday-Friday Schedule								
Advisory	1	2	3	Lunch	4	5	6	7
8:35-9:05	9:09-9:56	10:00-10:47	10:51-11:38	11:38-12:08	12:12-12:59	1:03-1:51	1:55-2:43	2:47-3:35
30	47	47	47	30	47	48	48	48

8th Grade Tuesday-Friday Schedule								
Advisory	1	2	3	4	Lunch	5	6	7
8:35-9:05	9:09-9:56	10:00-10:47	10:51-11:38	11:38-12:29	12:29-12:59	1:03-1:51	1:55-2:43	2:47-3:35
30	47	47	47	30	30	48	48	48


- **Attendance is critical to student success.** Students need to attend classes each day. Our teachers provide a positive learning environment and engaging instruction. Students who miss class, miss out on essential learning opportunities necessary for success.
- **ABSENCES** --All absences must be reported through the attendance office (208) 524-7855 by a parent or guardian within 48 hours of the absence.
- **LCA –LOSS OF CREDIT DUE TO ATTENDANCE**—Students will lose credit for any class in which they exceed five (5) total absences in a trimester, this applies to ALL absences, including parent verified absences. The total number of absences that can be made up during a trimester has been set at five (5). Students may regain credit by making up their time during Saturday School sessions at TMS or by working with teachers to make up time before school, during lunch or after school. Parents and students should check with the attendance secretary to schedule make-up time. Transportation for make-up sessions is the responsibility of the student and parent.
- **TARDIES**--Students are expected to be in classrooms, in their seats and ready to begin class at designated class start times. A student is considered absent if he/she is more than 20 minutes late. Tardiness will result in lunch detention, and excessive tardiness may result in disciplinary action, including assigned Saturday School.
- **MEDICAL ABSENCE VERIFICATION**—An excused absence, due to illness or a medical/dental appointment, directly verified by a licensed medical practitioner cleared with the attendance office before or within two business days of the student’s return to school, will be a LCA exempt absence.
- **TRUANCY**--A student who is absent from class without proper authorization from parents and/or administration is considered truant even if the student is on school property. Truancy is a violation of the law and will be dealt with in accordance with Idaho Code 33-202, 33-206; recurring absences may result in a student being referred to a Truancy Officer.
- **MAKE-UP WORK**--Students will be allowed the number of days they were absent plus one (up to a maximum of 5 days) to makeup work missed due to verified absences.
- **HOMEWORK REQUESTS**—Please make homework requests prior to absences if possible. If a student misses more than two consecutive days, homework requests can be made through the office by calling (208) 524-7855, otherwise students can check with the classroom teacher for make-up work upon the student’s return to class.



# TAYLORVIEW SCHOOL-WIDE BEHAVIOR EXPECTATIONS

All students will have access to the highest quality education in a learning environment that is positive, safe, clean, orderly and respectful. Every Taylorview Middle School student is expected to respect themselves, each other and the building. Students following the expectations and using common sense will most likely not have discipline problems. Failing to keep the school-wide expectations could lead to a disciplinary referral.



	Classroom	Office	Hallways	Cafeteria	Bathrooms	Commons Area	Outside
<b>Respect Yourself</b>	<p>Arrive on time and prepared.</p> <p>Always do your best and engage in your own learning.</p> <p>Ask for help when you need it.</p> <p>Follow all teacher &amp; staff directions the first time given.</p>	<p>Address office staff politely.</p> <p>Wait patiently.</p> <p>Always tell the truth.</p>	<p>Walk quietly and at a safe pace.</p> <p><b>Stay to the right</b> when walking down the hallway and when standing in the hallway.</p> <p>During class time, <u>always have a hall pass</u> from your teacher.</p> <p>Keep your belongings in your OWN locker. <b>Don't share lockers.</b></p>	<p>Use good manners.</p> <p>Clean up after yourself.</p> <p>Follow staff directions the first time given.</p> <p>If you leave for lunch, you must have a parent permission form, and you must check out at the front office before leaving and upon returning.</p>	<p>Plan to use the restroom between classes &amp; at lunch unless it is an emergency.</p> <p>You must have a hall pass from your teacher to use the restroom during class time.</p> <p>Complete your business wash your hands and exit bathrooms.</p>	<p>While waiting to go down the hallway before school, use good manners and <b><u>appropriate language.</u></b></p>	<p>Follow staff directions the first time given.</p> <p>Enter and exit the building in an orderly fashion.</p> <p>During lunch, stay on campus in designated areas only (stay out of the "pit").</p> <p>The front of the building is out of bounds.</p> <p><b>Campus is CLOSED</b></p>
<b>Respect Each Other</b>	<p>Keep hands, feet, and objects to yourself.</p> <p>Treat other students and staff with respect.</p> <p><b><u>Use appropriate language.</u></b></p> <p>Listen when others are talking.</p> <p>Always stand for what is right, even when someone is being rude or disrespectful.</p>	<p>Be respectful to visitors who are in our office.</p> <p><b><u>Use appropriate language.</u></b></p> <p>Use your manners: "please, thank you, and excuse me".</p> <p>Do not bother other students who may be in the office. <i>(mind your own business)☺</i></p>	<p>Keep your voice quiet and <b><u>use appropriate language.</u></b></p> <p>Keep hands, feet &amp; objects to yourself.</p> <p>Treat others as you wish to be treated.</p>	<p>Walk at a safe pace.</p> <p><b><u>Use appropriate language.</u></b></p> <p>Eat only your own lunch and keep hands to yourself and off other people's food.</p> <p>Keep noise levels appropriate.</p>	<p>Respect the privacy of others.</p> <p>Report any inappropriate behavior to a staff member.</p> <p><b><u>Use appropriate language.</u></b></p>	<p>Stay out of all doorways, so they are not obstructed for others.</p>	<p><b><u>Use positive and appropriate language.</u></b></p> <p>Treat everyone with respect.</p> <p>Keep your hands, feet, and other objects to yourself. <i>(No tackle sports of any kind.)</i></p>
<b>Respect Our School</b>	<p>Clean up after yourself.</p> <p>Take care of your personal belongings.</p> <p>Treat your classroom furniture, equipment and textbooks with respect.</p> <p>This is OUR school, so let's all take care of it together </p>	<p>Treat our school building with respect.</p> <p>Touch only your own belongings.</p> <p>Keep our hallways and building clean.</p> <p>Pick up after yourself.</p> <p>If you notice trash on the floor, pick it up. <i>(Even if it's not yours.)</i></p>	<p>Report any problems to a staff member.</p> <p>Use trash containers.</p> <p>If you notice trash on the floor, pick it up. <i>(Even if it's not yours.)</i></p> <p>Keep food and drinks (other than water) out of hallways.</p> <p>Keep your locker clean and organized.</p>	<p>Clean up after yourself.</p> <p>Hold others accountable for cleaning up their own messes.</p> <p>Don't throw food or any other items.</p> <p>Don't allow food or drink into the hall.</p> <p><b><u>Stay seated if you choose to stay in the cafeteria after you eat.</u></b> You may also go <u>the gym or outside (behind the building—stay out of the "pit").</u></p>	<p>Keep our bathrooms clean.</p> <p>Report graffiti, damage, or disturbances to a staff member.</p>	<p>Keep all food and drink from the vending machines out of the commons and hallways. <i>(Vending machines may be removed or disabled due to violations.)</i></p> <p>Food is only allowed in the cafeteria during lunch.</p> <p>Keep our commons area clean.</p>	<p>Report disturbances, accidents, and injuries to staff members.</p> <p>Do not take food outside.</p> <p>Keep our school property clean.</p>



## Taylorview PRIDE System of Recognition and Discipline.

Taylorview PRIDE is based on 5 guiding traits, Purpose, Respect/Responsibility, Integrity, Determination and Excellence. School-wide behavior expectations are taught at the beginning of the year, and students are reminded or retaught periodically throughout the year. Our Taylorview PRIDE system is meant to help teach that every choice they make has positive or negative consequences. Students regularly receive recognition, extra incentives, prizes, treats, or school-wide or team activities when they consistently exhibit appropriate behavior and PRIDE traits.

**\*All students begin each six-week period with 25 PRIDE points.** Their objective is to KEEP all of their PRIDE points. 😊

\*Students exhibiting poor citizenship or breaking one of the school-wide expectations or classroom expectations will lose PRIDE points. If students lose PRIDE points, consequences will be assigned according to the number of PRIDE points students have lost within the 6-week period.

\*All PRIDE points for all students are reset back at 25 at the beginning of the next 6-week period as a fresh start.

PRIDE Point Level	Total PRIDE points lost during the 6-week period	Consequence
<b>Level 0</b>	No points lost	Verbal Warning- Reminder
<b>Level 1</b>	5 points lost	15 min. lunch detention & call home
<b>Level 2</b>	10 total points lost	15 min. lunch detention & call home
<b>Level 3</b>	15 total points lost	Office Referral Possible In-School Suspension 1 Day (ISS) Call home from administration
<b>Level 4</b>	20 total points lost	Office Referral Possible Supervised School Suspension (SSS) Call home from administration
<b>Level 5</b>	All 25 points lost	Office Referral Student-Parent-Team Meeting to create a plan Consequences TBD

*\*The actual number of points lost for each behavioral incident will be determined by the classroom teacher, team or administration and is based on a specific incident.*



Positive PRIDE Rewards	
<b>PRIDE Point Rewards</b>	<p>*At the end of each 6-week period, teachers will recognize students who have kept a minimum of 23 of their PRIDE points with rewards (to be determined by the team of teachers). (Examples include: Ice cream sandwiches during lunch, special activities/games, karaoke, celebrations, etc.)</p> <p>*Students who did not keep a minimum of 23 of their PRIDE points for that 6-weeks will have another opportunity to earn the reward in the next 6-week period, as all points are set back to 25.</p>
<b>PRIDE Tickets</b>	<p>* Teachers and staff are continuously looking for student demonstrating positive PRIDE behavior traits by following the Taylorview school-side expectations. When students are “caught being good” they awarded a PRIDE Ticket to recognize and reinforce positive behavior choices.</p> <p>* Students and staff can also fill out PRIDE Tickets in the counseling office for teachers and staff, which will be included in the drawing on Friday mornings, so students can recognize their teachers and Taylorview staff for PRIDE traits.</p>
<b>PRIDE Store</b> (During lunch on Fridays)	Students can use their PRIDE Tickets to purchase prizes from the PRIDE Store during lunch on Fridays.
<b>PRIDE Drawings</b> (Friday morning announcements)	After students purchase a prize from the PRIDE Store, their tickets are then entered in a weekly prize drawing which will be announced every Friday during morning announcements.
<b>PRIDE Grand Prize Drawings</b> (During school-wide assemblies each trimester)	During school-wide assemblies at the end of each trimester, all tickets students have spent at the PRIDE Store throughout that trimester will be entered into a Grand Prize Drawing (one prize per grade level) and awarded during the assembly.

# GENERAL INFORMATION

## ACADEMIC GRADING POLICIES

Report cards will be issued at the end of each trimester grading period. Academic grades are given based on the following guidelines:

**A: 90 - 100%**

**D: 60 – 69%**

**B: 80 - 89%**

**F: Below 60%**

**C: 70 – 79%**

**LCA – Loss of Credit due to Attendance** (See section on LCA and attendance.)

Trimester 1	Midterm October 5	Ends November 16
Trimester 2	Midterm January 18	Ends March 3
Trimester 3	Midterm April 19	Ends June 6

**PowerSchool**-Parents and students are encouraged to use PowerSchool to frequently monitor grades and assignments. Questions about assignments or grades should be directed to the classroom teacher in a timely manner. Parent Sign In Page: <https://ps.d91.k12.id.us/public/>

**Failing Grades**-Teachers are responsible for planning and facilitating learning opportunities by which students may learn content standards and learning targets identified by the common core curriculum. Students are responsible for engaging and participating in these activities in such a way as to reach a high degree of proficiency. If a student has not demonstrated proficiency in a content area, the student will receive a failing grade “F”.

**\*\*Middle School Credit Requirement**-Students MUST PASS 80% of classes attempted AND MUST PASS a minimum of 2 out of 3 trimesters in all core subject classes (English, Reading, Math, Science and History) in order to move to the next grade level. Students who do not meet these requirements will be retained in the same grade the following year, unless they complete an alternate route to pass, such as Trimester Remediation Packets provided by classroom teachers at the end of 1<sup>st</sup> and 2<sup>nd</sup> Trimesters or Summer School.

**ATTENDANCE CODES**-Excused absences that **DO NOT count against the count (5) for LCA’s**:

ACT: School Activity (*school-sponsored activities only*)

MED: Medical excuse with note from doctor

ISS: In School Suspension

SSS: Supervised Suspension

JUV: Juvenile Lockdown

BHC: Behavioral Health Center

CRT: Court

DIF: Death in family

HMB: Homebound



**Absences that ARE INCLUDED in the 5 absences per class allowed each trimester before LCA status (Loss of Credit due to Attendance) and will require make-up time to prevent a LCA are the following:**

ILL: When a parent has called and informed the school the student is ill

VER: Parent called and verified the absence

OSS: Out of school suspension

UNV: Unverified –the parent did not call the school to inform them of the student’s absence

UNX: Truant –when a student is not in his or her assigned location during the school day.

**TARDINESS**-Attendance will show TDY if the student is late for class and T10 if the student is over 10 minutes tardy. Parents and students should review the attendance record in PowerSchool often. If you have any questions or concerns, please contact our attendance secretary, Carrie Lords @ (208) 524-7855.

## ELIGIBILITY

High Honor Roll: 3.8-4.0

GPA Honor Roll: 3.5- 3.79

GPA Student Body and Class Officers: 3.0 GPA

National Junior Honor Society: 3.5 cumulative GPA (GPA is only one requirement for National Junior Honor Society.)

Athletic Eligibility: Students must pass 5 of 7 classes in the previous trimester.

## **ACTIVITY CARDS**

Students may purchase Taylorview Middle School Activity Card in the office. The activity card will permit students to enter Taylorview activities and high school activities at a reduced rate.

## **ADVANCED LEARNING OPPORTUNITIES**

The Idaho State Department of Education's Advanced Opportunities programs provide students with a number of ways to get a jump on college. The Fast Forward program provides students with opportunities to earn college credit or pay for those college credits while they're still in high school. Middle School students are offered the opportunity to take courses for high school credit. If you have questions, please contact a school counselor (Mrs. Peck-7th grade, Mr. Gemar-8th grade) or Corrie Harris at the district office (208) 612-7370. More information can also be found at the district webpage: <http://www.d91.k12.id.us/academics/advanced-learning-oportunities>

## **ASSEMBLIES**

The Student Council President or administration opens each assembly, and they will dismiss the group at the end of the assembly. Once seated, no student should leave his/her seat unless he/she has been dismissed. Students who make unnecessary and/or undesirable disturbances will be escorted from the assembly and are subject to disciplinary action.

### **Assembly Expectations**

1. Enter the gym or auditorium and sit with your class
2. Be respectful of the announcer and those participating in the assembly.
3. Be enthusiastic and support students that are being recognized.
4. Stay seated until dismissed.

**ATTENDANCE**-All absences must be reported through the attendance office (208) 524-7855 by a parent or guardian within 48 hours of the absence.

**LCA –LOSS OF CREDIT DUE TO ATTENDANCE**—Students will lose credit for any class in which they **exceed five (5) total absences in a trimester**, this applies to **ALL absences, including parent verified absences**. The total number of absences that can be made up during a trimester has been set at five (5). Students may regain credit by making up their time during Saturday School sessions at TMS or by working with teachers to make up time before school, during lunch or after school. Parents and students should check with the attendance secretary to schedule make-up time. Transportation for make-up sessions is the responsibility of the student and parent.

### **ATTENDANCE CODES**

- **Excused absences that do NOT count against the count (5) for LCA's are the following:**  
ACT: School Activity (*school-sponsored activities only*)  
MED: Medical excuse with note from doctor  
ISS: In School Suspension  
SSS: Supervised Suspension  
JUV: Juvenile Lockdown  
BHC: Behavioral Health Center  
CRT: Court  
DIF: Death in family  
HMB: Homebound
- **Absences that ARE INCLUDED in the 5 absences per class allowed each trimester before LCA status (Loss of Credit due to Attendance) and will require make-up time to prevent a LCA are the following:**  
ILL: When a parent has called and informed the school the student is ill  
VER: Parent called and verified the absence  
OSS: Out of school suspension  
UNV: Unverified –the parent did not call the school to inform them of the student's absence  
UNX: Truant –when a student is not in his or her assigned location during the school day.

### **LCA Attendance Make-up Sessions:**

- Students may make up time for absences (excluding truancy absences), by attending make-up sessions on Saturdays from 8:00 a.m. – 12:00 p.m. Students must sign up for these

sessions in the front office prior to attending. Students not signed up will not be allowed to attend.

- Student can also make arrangement with their teacher to make up time before school, during lunch and after school, and the student is responsible for recording this makeup time with the attendance clerk in the front office.

### **LCA Appeal Process:**

- Those students who have valid reasons to believe that all or part of the LCA absences are the result of extraordinary circumstances may request a review of their case by submitting an appeal to the building principal. All appeals must be submitted in writing no later than the 15<sup>th</sup> day of the next trimester. An LCA Appeal Committee will review the appeal, with the following possible outcomes:
  - Deny the appeal
  - Grant credit
  - Grant credit contingent on completion of attendance make-up
  - Grant credit contingent on successful completion of an attendance contract
- Students will only be allowed to appeal their LCA status one time in middle school and one time in high school.

**TRUANCY** A student will be truant if he/she is absent from class in the following conditions:

- Leaving class/school without permission from parent/legal guardian/teacher/office admin
- Leaving school without signing out at the attendance office
- Obtaining a pass to go to certain place and not reporting there
- Coming to school but not attending class
- Excessive absences may result in the student being referred to the court for truancy.

**TARDY** A student's attendance will show TDY if the student is late for class and T10 if the student is over 10 minutes tardy. A student is considered absent if he/she is more than 20 minutes late. Tardiness will result in lunch detention, and excessive tardiness may result in disciplinary action, including assigned Saturday School.

- Parents and students should review the attendance record in PowerSchool often. If you have any questions or concerns, please contact our attendance secretary, Carrie Lords @ (208) 524-7855.

**BACKPACKS & BAGS**—not allowed in classrooms

**BIKES, BLADES, BOARDS, etc.** – Students may not ride bikes, skateboards, scooters or roller skates on Taylorview property in order to prevent injury to riders and bystanders. Bicycles are to be parked in the bicycle rack in front of the school or behind the school. The school assumes no responsibility for loss or damage.

**BREAKFAST**— Breakfast is served in our cafeteria from 8:10 a.m. – 8:35 a.m.

- All food **MUST** remain in the cafeteria.
- Students are expected to demonstrate good manners and clean up after themselves.
  - Forms to apply for Free and Reduced school meals are available in the office.





## **BULLYING**

**BULLYING is NOT** tolerated. State Statute 18917A. Acts of Social Violence (Bullying, Cyber bullying, Intimidation, Hazing and Harassment) It is the policy of Idaho Falls School District 91 Board of Trustees to maintain a safe school environment for all students, employees, and visitors while attending school, riding the school bus, and attending district-sponsored activities on school premises or at other locations. Acts of Social Violence include but are not limited to: Bullying, Cyber bullying, Intimidation, Hazing, and Harassment (peer, racial, color, and national origin, sexual orientation, religious, disability, and sexual). **Mistreatment of others is disruptive to a safe school environment and will not be tolerated.**

It shall be a violation of this policy for any district student, employee, or visitor to bully, haze, intimidate, or harass another individual, while on any school premises or at any school sponsored activity, regardless of location. Violation of this policy may be subject to school disciplinary action even if the threat is not substantial, direct, or specific enough to constitute a violation of state or federal law. In accordance with state statute, the act of bullying is punishable by a **\$57.00 citation** issued by the school resource officer or uniformed police officer. If you witness a bullying incident, please submit a “Bully” report to a teacher, counselor, principal or School Resource Officer. Forms can be obtained in the office or from your classroom teacher and may be filled out anonymously. **REMEMBER--administration can't address issues or problems that they don't know about—report it. False reports are prohibited and students who submit them will receive disciplinary consequences.**



## **BUSSING**

Students are expected to follow all bus rules while riding school district busses. In order to keep your privilege to ride the bus, you must obey the following District #91 bus rules:

- Stay sitting in your assigned seat at all times.
- Keep hands, feet and objects to yourself and inside the bus.
- No swearing, obscene gestures, put downs, teasing, or bullying.
- Use classroom voices on the bus.
- Follow the driver's directions.
- Provide your correct name and information upon request of the bus driver or other school official.
- **Bus passes are REQUIRED** if you want to ride a different bus than your own.
  - A student may be suspended from riding on a bus by the bus driver if he/or she fails to identify himself/herself when requested to do so.
  - If the disciplinary infraction is severe and/or compromises safety, a student may be suspended from riding a bus.

**STUDENTS WHO EARN BUS CITATIONS WILL RECIEVE DISCIPLINARY CONSEQUENCES.**

- For information on routes and other bussing questions or concerns, please contact:
  - Transportation Secretary: **Kim Lempke at 525-7580**
  - Transportation Supervisor: **Ralph Frost at 525-7580**

## **CAFETERIA**

The Taylorview Cafeteria provides well-balanced meals every day for a nominal fee. Students are encouraged to purchase the school breakfast and/or lunch. Several choices are available each day.

- Students may pay for lunches daily, or prepay for a period of time. Students may bring cash or a check payable to the Taylorview Cafeteria. Free & Reduced Lunches are available for families who qualify. Information and applications are available in the main office.
- Only authorized school district personnel may sell food in the cafeteria. No homemade items may be brought to school for the purposes of selling. It is the responsibility of students to throw away all their trash, return their tray to the dish room and behave appropriately when using the cafeteria.

## CELEBRATION/GIT R' DONE DAYS



- Two Celebration/Git R' Done Days will be scheduled at the end of 1<sup>st</sup> and 2<sup>nd</sup> Trimesters in the afternoon. Watch school newsletters for dates.
- Students who have passed all their classes for the trimester will have their choice of attending celebration activities: dance, movie, games, reading room, etc.
- Students who have failed a class for the trimester will receive support and intervention with teachers, along with Remediation Packet assignments to provide the opportunity for students to regain credit for their failed classes. This is an opportunity for teachers to provide more individualized support in small groups in an effort to help students regain credit for failed classes in order to move on to the next grade level.
  - Middle School requires students in 7<sup>th</sup> and 8<sup>th</sup> grade to earn at least 80% of their total enrolled credits to move on to the next grade. (*See Grading Policy section for more information*)
- Please note that these days are official school days, and students will be marked absent if they are not present.

## CELL PHONES & OTHER DEVICES

Technology is provided at Taylorview to enhance learning. Students are also allowed to bring their own devices (smartphones, iPods, tablets, etc.) at their own risk, and Taylorview Middle School is not liable for lost, damaged or stolen devices. All students are expected to follow the Computer Use Agreement regulated by the district.

**Cell phones & other devices must be turned off and put away during all classes.**

Students may use cell phones for educational purposes under the direction of the classroom teacher only.

### Consequences

**1st Offense:** Warning

**2nd Offense:** Cell phone confiscated & returned to the student at the end of class

**3rd Offense:** Cell phone confiscated—student may pick it up in the office @ end of the day

**4<sup>th</sup> Offense:** Cell phone confiscated—a parent or guardian will be required pick it up in the office at their earliest convenience & meet with teacher.

**Continual Offenses:** Students may be referred to administration for further intervention.

\*Students serving **In-School Suspension (ISS)** and/or **waiting in the office due to a disciplinary referral** and/or investigation, **must turn over their cell phones** or devices for that period of time.

**\*\*Failure to comply** with a teacher/staff **request to turn over a cell phone** or device may result in **further disciplinary action for insubordination.**

- No student may record or take pictures of a class, student or school personnel in any fashion unless they have written permission from the teacher and/or school administration, and the recording device is visible to everyone in the classroom.
- If parents anticipate their student may struggle with the above expectations and consequences, please consider keeping cell phones/devices at home.
- All students have access to the office phone for communication with parents.

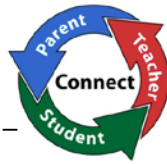


**CHECKING IN/OUT DURING SCHOOL HOURS** -- If at all possible, please schedule appointments for your child during non-school hours. However, if that is not possible, students may leave school during class hours ONLY when a parent or other authorized adult (18 years or older) comes into the office to check them out. Identification may be required and authorized adults must be listed with the school office on PowerSchool.

- If the student returns during school hours, he/she may be re-admitted through the office.

**CLASS CHANGE REQUESTS-** (See *SCHEDULE CHANGE POLICY* section)

**CLOSED CAMPUS-**Taylorview is closed campus. Students must have parent permission verified through the office to leave campus.



**COMMUNICATION** -

If you have questions or concerns, never hesitate to contact a teacher, administration, counselor or other staff member. Note that teachers cannot come to the phone while they are teaching. You can leave a message and the teacher will return the call as soon as possible. Forms of communication provided include:

**Call office**--to leave a message for a teacher/staff, and we will be happy to deliver it. (208) 524-7850

- Please DO NOT call or text your child's cell phone during school hours.
- If your child needs to contact you during the school day, they may use the office phone.

**Email**—visit our website, <http://taylorview.d91.k12.id.us/faculty-staff> click on team & teacher

**Schedule a Meeting**-- Please feel free to call or email to schedule a meeting with teacher(s) and/or staff.

**Power School**—check PowerSchool regularly to monitor your student's grades & assignments.

**Student Handbook**—Read school information provided in the Student Handbook & use it to communicate with teachers

**Parent-Teacher Conferences**—Please plan to attend Parent-Teacher Conferences to meet with teachers. Dates/times TBA. Watch our monthly newsletter and our website for specific dates and times.

**Monthly newsletter**—sent electronically to parent email/text and also available on our website.

**Taylorview Website**—check our website for school updates & info. @ <http://taylorview.d91.k12.id.us/>

**D91 Website**— check D91 website for district information and updates @ <http://www.d91.k12.id.us/>

**SchoolMessenger**—be the first to know about school closures, special events & other activities @ Taylorview. **Text SUBSCRIBE to 68453** to sign up.



**DELIVERIES**– No deliveries will be accepted at school for students, such as flowers, balloons, etc.

**DISCIPLINARY ACTION**- may result from failing to follow the school-wide or classroom expectations for behavior. Taylorview Middle School utilizes a restorative approach for correcting and teaching appropriate behavior, however, when consequences/disciplinary action is deemed necessary, it may include the following:

**Disciplinary Action may include, but is not limited to (nor sequential):**

- \*Guidance and re-teaching of school-wide expectations
- \*Conference with student, parent(s) or legal guardian
- \*Detention
- \*Meeting with school level team
- \*Rearrangement of class schedule
- \*Restriction of extracurricular activities
- \*School clean-up
- \*Saturday school
- \*Police (SRO) Involvement
- \*Restitution
- \*In-school suspension (ISS) for 1 or more classes
- \*Supervised-school suspension (SSS) 1 or more classes
- \*Out-of-school suspension (OSS)
- \*Behavior Intervention Plan
- \*District Discipline Review Committee (DDRC) referral
- \*Transfer to another school within the district
- \*Alternate education plan Behavior contract
- \*Recommendation for Expulsion
- \*Referral for court-enforced truancy
- \*Waiver revocation

*\*The district policy regarding student discipline can be viewed at <http://www.D91.k12.id.us/board/policy/1000.pdf>*

**DRESS CODE**

Students are encouraged to dress for success and learning. These guidelines apply to all students at all times. School District #91 Board Policy 1005.4 states, “Dress and appearance must not present health or safety problems or pose potential disruption of the educational process as adjudged by school personnel”.

- No hats or hoods inside the school building
  - No displaying of underwear, including halter tops and low-riders
  - No belly shirts or half shirts that expose the midriff or low cut tops that expose cleavage
  - Clothing that advertises alcohol, tobacco, drugs, weapons, illegal activities, is suggestive, vulgar, or otherwise inappropriate for school is prohibited.
  - Hairstyles, clothing, makeup or piercings that disrupt the classroom or educational environment are prohibited. This includes face painting and drawing on skin.
  - No gang-related clothing, signs, drawings, graphics or slogans.
  - No pocket chains, bandanas or sunglasses.
  - No blankets or footed pajamas. Please dress for school.
- **Students who attend school in violation of the Dress Code will be sent to the office. Parents will be notified and will be asked to bring a change of clothing to school.** Please help us in creating an environment conducive to learning.

**Failure to comply** with the dress code, or arguing with school personnel when asked to correct dress code violations **may result in disciplinary action for insubordination/disrespect.**

**EMERGENCY CONTACTS** -- It is essential for parents to keep the school informed of the student’s correct home address and phone numbers for home, business and emergency contacts. Updating these numbers and information ensures that student, their name and contact information must be on record with the school.

**EMERGENCY-SAFETY DRILLS** Everyone must exit the building when a fire alarm sounds. Students not in a classroom must exit the nearest safe exit. Students will be instructed in each class which exit to use and where to go during a fire drill. Students are expected to close the door when leaving, walk rapidly to the nearest safe exit, and must be courteous and helpful to individuals in wheelchairs or that have mobility issues. Students should keep noise to a minimum and stay outside until directed to return to class. Once directed to return to class, students should go quickly and quietly back to the classroom.



**ENROLLING STUDENTS FROM OTHER SCHOOLS/DISTRICTS**—It is also the policy of the Board of Trustees of School District 91 that no student who has been expelled or threatened with expulsion by any other school or district may enroll in School District 91 until such time as the penalty for said infraction would have expired had the student actually been expelled.

### **FIRE DRILLS**

- Students will be instructed in each class which exit to use and where to go.
- Students should walk quickly and quietly to the exit. **DO NOT RUN.**
- Keep noise to a minimum and stay outside until directed to return to class.
- Always exit the building when the fire alarm goes off, even if you are not in a classroom.



**FOOD & BEVERAGES**--All food must stay in the cafeteria.

- Open food and/or drink are not allowed down the halls, outside or anywhere outside of the cafeteria.
- There are vending machines in the commons area; however, these items may only be opened and eaten in the cafeteria during lunch. Failure to comply may result in the loss of our TMS vending machines.

**GANGS & HATE GROUPS** and similar organizations or groups which advocate hatred, violence, or discrimination on the basis of race, color, religion, sex, ancestry, national origin, or handicaps are fundamentally against the values of Taylorview Middle School. We have zero tolerance for gangs & hate groups and/or activities of this type on school property or at any school-related function. Disciplinary actions may include suspension, referral to the District Discipline Review Committee (DDRC), and/or police involvement. For more information, please read School Board Policy 1005.3 @ <http://www.d91.k12.id.us/board/policy/100.pdf>

**GRADING POLICY**—Idaho State Middle Level Credit Policy requires that students in 7<sup>th</sup> and 8<sup>th</sup> grade **must earn 80% of their total credits before moving on to the next grade.**

Grades are available on PowerSchool. Academic grades are given based on the following guidelines:

A - 90-100%    B - 80-89%    C - 70-79%    D - 60-69%    F - below 60%

### **Grades - Eligibility**

**Honor Roll:** 3.8-4.0 High Honors and 3.5- 3.79 Honors

**Student body and class officers:** 3.0 GPA

**Athletic Eligibility:** 7<sup>th</sup> & 8<sup>th</sup> graders must pass 5 of 7 classes during the previous trimester to sign-up for athletics, and must be passing all classes to participate each week.

**Failing Grades:** Teachers are responsible for arranging activities by which students may learn certain subject content. Students are responsible for participating in these activities to reach proficiency. If a student hasn't adequately fulfilled his/her responsibility, the teacher may record an 'F' for the grade earned in that subject.

**Remediation Packets/Credit Recovery:** will be provided for students receiving an F in a core class students at the end of 1<sup>st</sup> and 2<sup>nd</sup> Trimesters. These packets must be completed in a timely manner in order to gain credit for a failed class. There will be no remediation available after 3<sup>rd</sup> Trimester.

**Extra Help is available after school**--Please check with your team of teachers for the days/times.



**HALL PASSES**–All student **must have a Hall Pass** when out of class during class time. Students in the hallways or other areas of the building during classes without a hall pass may be subject to disciplinary action for truancy.

**HALLWAYS** – Students are **NOT allowed in the hallways** during the following times:

- Before 8:20 a.m. (Students must remain in cafeteria and commons area until 8:20 a.m.)
- During Lunches
- During class, without a hall pass

**HOMEWORK** - All students should be reading at home every night for a minimum of 30 minutes. Other homework is dependent on the class, teacher and the amount of work each student completes during the class period. Students are instructed to use their Student Handbooks to record their classroom and homework assignments.

**HONOR SOCIETY**–Taylorview Honor Society is a service organization that recognizes students who have demonstrated excellence in the ideals of scholarship, leadership, service, citizenship and character and maintain an outstanding GPA (3.5 or higher). Invitations to join are sent out after first trimester, and an induction ceremony is held in the spring. Members must you maintain their GPA and continue to uphold the ideals of THS. Members will participate in school and community service projects. There is a \$10 fee upon acceptance. (Scholarships are available for membership as needed.)

**LANGUAGE**– **Obscene or foul language** of any type is **not tolerated** and will result in loss of PRIDE points and/or other disciplinary action.

**LASERS**–Lasers are not allowed at school.

**LIBRARY/MEDIA CENTER**–The Media Center is open daily from 8:15 a.m. to 3:45 p.m. Students may use the Media Center and its resources before and after school. **A Hall Pass is required to be in the Media Center at lunch or during class.** Books are checked out for two weeks and are due on Tuesdays. Students may have up to three books out at a time. Overdue fines are five cents per day. There is no grace period for overdue books. Materials must be returned and fines cleared before more items may be checked out. However, fines may be paid with a canned food item, 1 can = \$1. Also, a maximum of 15 pushups may be done towards payment of a fine. Canned food is donated to a local charity. All reference books may be checked out at the end of the day Monday through Thursday. They are due back the next morning. Fines for late reference materials are \$1.

**LOCK DOWN DRILLS**– students will participate in at least two lock down drill each school year. This is to practice safety procedures and keep students and staff safe in the event of an emergency. Students will be instructed to “lock down” in the classrooms, and our doors will be locked during these drills. A notice will be placed on the front door of the school to notify visitors/parents of the drill.



## **LOCKERS**

- Lockers will be assigned by the administration. Locker changes will be made by the administration, NOT by students.
- Students are responsible for the security of their lockers.
- **SHARING LOCKERS IS NOT ALLOWED.**
- Locker combinations should be kept private.
- Writing on the inside or outside of lockers with markers (permanent, dry erase, etc.) is not permitted.
- If you write on your locker or someone else’s, you will be required to clean it.
- Students should expect periodic locker checks for cleanliness and organization.
- Students often decorate each other’s lockers on special occasions. Under no circumstance should glitter, confetti or other difficult-to-clean materials be used in decorating.
- Lockers may be searched by administration and/or law enforcement, if there is probable cause, determined by school administration.

**LOST & FOUND**-items should be turned in to the office and students who have lost items may check at the office. Unclaimed items will periodically donated.

**LUNCH** – After student eat lunch in the cafeteria, they may do the following:

- **Stay in the Cafeteria—must remain seated** (unless in line for lunch)
- Go to the **Gym** (when open)
- **Outside-behind the school** (front of the school is off-limits)
  - Stay with-in school boundaries and within sight of duty aides
  - Stay out of the “Pit” No food or drinks in the hall without prior teacher approval. Students may eat lunch outside in the back as long as they act responsibly and maintain a clean area. If they do not, eating will be limited to the cafeteria. Students are expected to clean-up an

**MEDICATION**– When medication must be given during school hours, a parent or guardian must bring the medication to the school nurse in a pharmacy labeled container, along with the required paperwork. Self-administration of select medications by responsible students is only allowed under certain conditions to be determined by the school nurse.

- Students should not carry medications with them nor share their medications with others.
- Sharing prescription medication is considered delivery of a controlled substance and is against the law.
- If there is reasonable cause to believe that a student illegally uses, sells, distributes, or possesses drug paraphernalia, drugs, alcohol, or other mood-altering substances in school, on or adjacent to school property or at school functions, the student will be subject to disciplinary procedures. These procedures may include suspension, arrest and prosecution and expulsion from school.

**NO TOUCH POLICY**—Students are expected to keep their hands, feet & other objects to themselves at all times.

**PARENT INVOLVEMENT**-There are multiple opportunities to help and serve throughout the year. Please sign up on our Parent Volunteer List @ Back to School Night and/or visit our website to sign up as a volunteer. <http://www.ifschools.org/taylorview>

**PARENT-TEACHER CONFERENCES**- will be scheduled twice a year, during 1<sup>st</sup> and 2<sup>nd</sup> Trimester Midterms. Watch for specific dates and times in our newsletter and on our website.

**PICK UP & DROP OFF**— Students should not arrive at school before 8:00 a.m.

- Drop off and pick up students along the sidewalk at the front of the building.
- **Watch carefully and yield for students, staff, and others crossing on foot from the parking lot** to the building.
- Do not pick up or drop off in the back of the building, this is our bus zone.

**POWER SCHOOL** – PowerSchool is our main source of communication, feedback, grading, etc. PowerSchool is available to all students and parents @ <http://www.ifschools.org/taylorview>.

**SCHEDULE CHANGE POLICY**--**ALL CLASS CHANGE REQUESTS** must be made **BEFORE the beginning of the trimester**. Students should choose their classes thoughtfully and review their upcoming schedule as each trimester nears the end. If a student desires a class change before the beginning of a trimester, they must make an appointment with the counselor for their grade-level (Mrs. Peck-7th grade, Mr. Gemar-8th grade). Appointments can be made in the counseling office.

**SCHOOL CLOSURE**-Please sign up for **School Messenger** and you will be the first to know about school closures, special events and other activities at Taylorview. **Text SUBSCRIBE to 68453 to sign up.**

**SCHOOL PROPERTY & GROUNDS**-School property is public property and is paid for and maintained by tax funds. Students will be held financially responsible for any damage done to school property.

**SCHOOL SPIRIT**—Wear your Taylorview t-shirts/sweatshirts and/or school colors (orange & black) every Friday, for pep assemblies, Spirit Days and home game days. Check the calendar in our newsletter and/or website for home games dates, wear TMS colors and stay after school to cheer and support our Taylorview athletes!

**Go Wolverines!**



**SEARCH & SEIZURE**-Taylorview administration and security officers will check/search any locker, backpack, book bag, purse, satchel, fanny pack, binder, notebook or person when reasonable suspicion is present.

**SOCIAL MEDIA**- Snapchat, Instagram, Twitter, Facebook, Google Hangouts, etc. can be a source of inappropriate exchanges between and among students. Please monitor your child's use of social media. Taylorview cannot be responsible for student exchanges on social media outside of school.

**STUDENT GOVERNMENT**-Elections will be held in the Fall for 7<sup>th</sup> grade & Spring for 8<sup>th</sup> grade.

**STUDENT VISITORS**—are **not allowed during school hours** and could be issued a trespassing ticket.

## **TARDY POLICY**



Students are considered tardy any time they report to class after the bell/start time for class. Students must have their Student Handbook with them. When students are tardy, their teachers will date and sign the students' Tardy Sheet in their Student Handbook.

- **Students must have their Student Planner with them at all times**, and if a student is tardy the teacher will record the tardy in the Student's Handbook for tracking purposes. If a student is tardy and does not have his/her Student Handbook with them, they will receive an automatic 15 min. lunch detention.

### **Consequences for Tardiness – (starts over each trimester)**

**1-3 Tardies "Free" ☺**

**4-6 Tardies—15 minute detention** during lunch (students will still have time to eat)

**7-9 Tardies—30 minute detention** during lunch (students will still have time to eat)

**10+ Tardies—Saturday School** at IFHS from 8:30 – 12:00 for each offense

***\*Tardy students without their Student Handbook will be assigned an automatic detention.***

- Excessive tardiness may result in disciplinary action, including assigned Saturday School.
- A student's attendance will show TDY if the student is late for class and T10 if the student is over 10 minutes tardy. A student is considered absent if he/she is more than 20 minutes late.
- Parents and students should review the attendance record in PowerSchool often. If you have any questions or concerns, please contact our attendance secretary, Carrie Lords @ **(208) 524-7855**.

## **TEAM CHANGE POLICY**

- Team changes must be approved by administration.
- **Any requests for a team change at the beginning of the year will only be considered after the student attends a minimum of 2 weeks on his/her assigned team.** Commonly, students request a team change at the beginning of the year to be with friends, but after attending their assigned team for 2 weeks, they make new friends and end up loving their assigned team.



**TECHNOLOGY:** Those who use technology at school are expected to follow the *Computer Use Agreement* that has been signed at registration. Personal electronic devices may be used in the classroom at your own risk and for educational purposes only, under the direct supervision and with permission of the classroom teacher.

- Violations of the *Computer Use Agreement* may result in disciplinary action, including loss of technology privileges.

Some important points to remember include:

- ALL technology is to be used for educational purposes –not for entertainment nor any illegal purpose.
- Keep all your passwords confidential and don't permit others to use your accounts.
- Do not disclose personal or private information about others or self.
- Do not destroy, damage or alter equipment, information or resources that are not owned by you.
- Use polite communication, no harassment or bullying, or abusive, vulgar or inappropriate language.
- Do not intentionally access, transmit, copy or create any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive or illegal materials.
- Do not take photos, videos or recordings of any student, teacher or staff member without their express permission.
- Avoid all material on the Internet that does not relate to educational pursuits.

The complete policy can be viewed at <http://www.d91.k12.id.us/board/policy/1000.pdf>

**TEXTBOOKS & LIBRARY BOOKS**- are purchased by the school and district and checked out to students for use during the instructional year. If excessive wear or damage is evident when the books are returned, the student will be assessed a book damage fee.

### **VENDING MACHINES**

- Vending machines are available for student use in the commons area; however, **all food must stay in the cafeteria.**
- No open food or beverage containers are allowed in the classrooms/hallways/etc.
- Violations may result in disciplinary action and possible removal of the vending machines.
- Use at your own risk. The machines are not school-owned, and TMS is not liable for loss/failure to dispense.

**VISITORS**—**ALL visitors MUST CHECK IN AT THE FRONT OFFICE** upon entering the school building and will be issued a Visitor Badge.

- Students from other schools and young people who are not enrolled in school are not allowed to visit or attend school.

**ZERO TOLERANCE FOR WEAPONS/EXPLOSIVES**-- Statement of Policy for Possession-Section 1006 of the board of Trustees of School District 91 states that any student who has a firearm or explosives in their possession (either on their person, in their purse, handbag, or backpack, or in their locker) will be immediately suspended from school. Any student who has a knife as NOT defined in Idaho Code 18-3302D in their possession (either on their person, in their purse, handbag, backpack or in their locker) will be immediately suspended from school. Additionally, any student who displays a knife, or uses or threatens to use any other instrument or device as a weapon, including bullying and physical violence against another student or staff member, will be immediately suspended from school.

\*The complete policy can be viewed at <http://www.d91.k12.id.us/board/policy/1000.pdf>



## SCHOOL-WIDE LITERACY

<u>Openers</u>			<u>Signal Phrase Words</u>	
If	Although		Acknowledges	Enumerates
After	While		Adds	Evaluates
Since	When		Admits	Explains
Before	As		Advises	Explores
So that	Until		Agrees	Expresses
Whenever	Where		Answers	Features
As long as	Wherever		Argues	Furnishes
Even though	Though		Asks	Grants
As soon as			Asserts	Identifies
<u>Transitions</u>			Assures	Illustrates
One	Finally		Blames	Implies
Another	One way		Believes	Insists
Next	Another way		Captures	Invites
First of all	A final method		Clarifies	Judges
Also	One other		Classifies	Mentions
Then	Along with		Comments	Names
Equally important	In the first place		Compares	Notes
Last	After that		Confirms	Observes
A good	A bad		Confronts	Offends
A better	A worse		Confuses	Offers
The best	The worst		Considers	Points Out
To begin	As soon as		Contends	Praises
Consequently	Next		Contrasts	Predicts
It started when	In the end		Critiques	Presents
As a result	At the same time		Declares	Proposes
Therefore	First of all		Defends	Provides
At the beginning	In addition		Defines	Reasons
Following this	To start		Demonstrates	Recommends
Furthermore	A long with		Denounces	Refutes
Additionally	Likewise		Depicts	Rejects
<u>Closing</u>			Describes	Reports
Above all	Certainly	Surely	Denies	Responds
Actually	Clearly	To sum it up	Discourages	Simplifies
Again	Definitely	Truly	Disputes	Solves
All in all	Evidently	In particular	Emphasizes	Suggests
Altogether	It is true	In retrospect	Encourages	Supports
Of course	In any case	In short	Endorsees	Teaches
Simply stated	In any event	In summary	Endorses	Thinks
To conclude	In brief	Inevitably	Entertains	Traces
To summarize	In fact	Obviously	Entices	Writes
For the most part				

# Note-Taking: Cornell Notes

<b>Topic:</b> _____	
<b>Main Ideas</b> <ul style="list-style-type: none"> <li>• Questions that connect points</li> <li>• Diagrams</li> <li>• Prompts to help you study</li> </ul>	<b>Supporting Details</b> <ul style="list-style-type: none"> <li>• Concise sentences</li> <li>• Shorthand symbols</li> <li>• Abbreviations</li> <li>• Lists</li> </ul>
<b>Summary</b> Main ideas for quick reference.	

# ACE Paragraph



A

Answer the Question

Answer all parts of the question.

C

Cite the Evidence

Cite what led you to that idea. Give supporting evidence by using direct quotes from the text or by paraphrasing the information.
 

- According to the text...
- In the text it says...
- The author states...
- On page \_\_\_ it says...

E

Explain, Expand, Extend the Answer

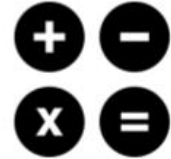
Explain how the quote(s) or paraphrase(s) you pointed out support your idea.
 

- This shows...
- This proves...
- This means...
- This demonstrates...



# I take PRIDE in my ACHIEVEMENTS!

<b>STAR- Math</b>	<b>September</b>	<b>November</b>	<b>February</b>	<b>May</b>
GE				



<b>STAR- Reading</b>	<b>September</b>	<b>November</b>	<b>February</b>	<b>May</b>
GE				
ZPD				



<b>LDC- Writing</b>	<b>Trimester 1</b>	<b>Trimester 2</b>	<b>Trimester 3</b>
Controlling Idea			
Selection & Citation of Evidence			
Development			
Organization			
Conventions			



