

Student Handbook

A Guide for Student Success at Thomas Edison Charter School



WELCOME

Dear Thomas Edison North Students,

We welcome you to Thomas Edison Charter Schools, Cache Valley's schools of choice since 2003. We know that you recognize that high expectations are a trademark of our program. Our aim is to help you enjoy your school experience by doing your best to learn the skills of success which will prepare you for a productive life.

This Student Handbook is your guide for success at Thomas Edison North. Some of the information in this Handbook is also included in the Parent Handbook, which your parents have received. Other parts of the Handbook provide useful information or procedures to support an orderly and safe school environment.

Please keep this valuable document with your school belongings for ready reference. You will be called on from time to time to demonstrate your understanding of its messages.

We look forward to providing a worthwhile educational experience for you in the Thomas Edison program.

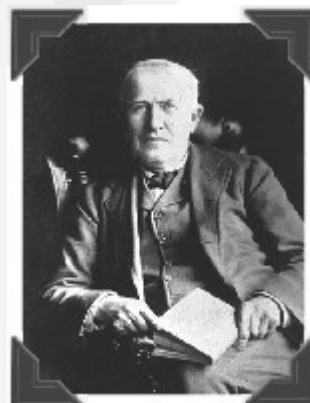
Sincerely,

The Governing Board
The Parent Organization
The Administration and Staff

PRIDE=Personal Responsibility In Daily Effort

If we did all the things we
are capable of, we would
literally astound ourselves."

-- Thomas A. Edison



Thomas A. Edison

Feb. 11, 1847 – October 18, 1931

Thomas Edison is probably the most influential man of the modern age. Indeed, some argue that Thomas Edison's inventions have shaped modern society more than any other. From electricity and light in our homes, to recorded music and movies, much of the technology we use everyday originated with Edison.

Edison epitomized the American Dream of rags to riches. His ingenuity and hard work took him from humble beginnings to fame and affluence. In all, he earned 1,093 U.S. Patents -- the most prolific inventor of his day.

His greatest achievement was bringing us into the age of electricity. Not only did he invent the electric light bulb, but he also developed the power systems to deliver electricity to homes and businesses. His phonograph was the first machine to record and play back sound. And although the telephone wasn't his invention, Edison made numerous, practical improvements to it. His patents also included the mimeograph, motion-picture cameras and projectors, batteries, X-rays, and methods for making cement. The world's first industrial research lab was his and became a model for modern industrial innovation.

He had many successes. He also had failures. Pianos, phonograph cabinets, and houses built out of cement never caught on. His attempts at iron ore extraction didn't work out. Yet, he persisted in inventing.

"I have not failed," he said, "I've just found 10,000 ways that won't work."

That indomitable spirit and love for inventing kept him working into his 80s. At 83, he earned his last patent. And at the time of his death, at 84, he was trying to create a less-expensive rubber made from the goldenrod plant.

A few days after his death, Americans paid tribute by simultaneously turning off their lights for one minute in honor of "one of the greatest benefactors of humanity," Thomas Alva Edison.

"Of all my inventions, I liked the phonograph best... Life's most soothing things are sweet music and a child's goodnight."

-- Thomas A. Edison



HISTORY

The History of Thomas Edison Charter Schools

The original founding parents met in March 2001 to decide the name of the Cache Valley charter school. After considering many appropriate names, they settled on Thomas Edison. They chose Edison because he is one of the most famous Americans in world history, and because he would be a tremendous example for children who attend the school due to his perseverance and unstoppable spirit that led to his many successes.

Our thanks and appreciation are given to Jim and Patty Peterson, David and Teresa Scholes, and the many families who have given thousands of hours of volunteer service to provide the families of Cache Valley with an excellent choice in education. Jim and Patti Peterson authored the original Thomas Edison Charter and sponsored it. It was largely due to their indomitable will to overcome obstacles threatening to stop the opening of Edison North, that we now have two Thomas Edison Charter Schools in the valley.

The Edison South campus started its formation as a result of the Governing Board of Edison North voting to support parents who wished to offer the same choice in quality education at the south end of Cache County. Edison South was established by several individuals who labored diligently to organize, rearrange, and adapt the wording of the North charter as well as author minor additions to accommodate the new requirements of the State Charter Board.

Many thanks are given to the founding members of Edison South who put in countless hours providing dedicated support and assistance in this great effort.

MISSION, PHILOSOPHY & PURPOSE, BELIEFS & GOALS

Our Mission Statement

The mission of Thomas Edison Charter Schools is to provide all students the fundamental knowledge, tools, and discipline to become successful, reputable citizens in our country and to become high achievers in our ever evolving, demanding, and complex society.

The mission is carried out through a stimulating academic curriculum, focused on elemental skills development, in a structured classroom environment, with strong parental involvement.

Philosophy and Purpose

The school's philosophy is to emphasize the teaching of basic skills and knowledge. Its purpose is to:

- ❖ Train and discipline the intellect,
- ❖ Teach skills,
- ❖ Instill a sense of pride in and respect for self, others, and country,
- ❖ Equip students with the necessary skills to become decision makers, problem solvers, and lifetime learners,
- ❖ Prepare students for the outside world by challenging them to compete for achievement of standards in the classroom,
- ❖ Develop an atmosphere of respect and acceptance,
- ❖ Coordinate home and school effort in providing a solid education foundation for students.

Beliefs

- ❖ The mission statement drives all teaching and learning.
- ❖ Commitment to the mission statement and beliefs directly influences student achievement.
- ❖ High expectations for students, teachers and parents guide all facets of the school, from student learning and curriculum, to teaching and learning activities.
- ❖ Class work and homework completion enhances academic success and personal development.
- ❖ Student achievement rises to meet high expectations.
- ❖ Students learn best in a positive, consistent, structured environment.
- ❖ The school and parents are partners in education.

Thomas Edison Charter Schools' Goals are to:

- ❖ Ensure the success of all students through implementation of a well-rounded challenging academic program,
- ❖ Enhance each student's knowledge and skills in math through concept development, drill, and practice,
- ❖ Ensure student reading, writing and spelling skills acquisition and mastery through Spalding phonics- based language arts curriculum,
- ❖ Implement and enhance a traditional history/geography curriculum emphasizing patriotism and fundamental concepts regarding community, state, and country,
- ❖ Provide a balanced experience in the areas of music, art, and physical education,
- ❖ Maintain an in-house Spalding qualified trainer to mentor teaching staff and classroom aides.

TECS CURRICULUM GRADES SIX-EIGHT

TECS Student Curriculum, Grades Six through Eight

The Thomas Edison Charter School curriculum is presented visually below. This program will help to prepare the student to be successful in their high school and post-high school experience. This information is to be used in conjunction with the PCCR process beginning in 7th grade.

The classes below are required for each grade.

	6th grade	7th grade	8th grade
Science	Integrated Science 6	Integrated Science 7	Integrated Science 8
Language Arts (5th-8th 2 hours) (9th 1 hour)	English/Lit 6	English/Lit 7	English/Lit 8
History	World History	Utah History	U.S. History
PE/Computers/CTE/Health	PE/Computers	CTE	PE/CTE
Arts	Arts	Arts	Arts
Mathematics (Saxon)	Course 1, 2, or 3	Course 2, 3 or Secondary Math 1	Course 3 or Secondary Math 1 or 2

1. Computers should be taken with the goal being to achieve a typing speed of 30+ wpm.
2. If orchestra will be taken at Sky View or Green Canyon, it is recommended that students start by 6th grade. 10th grade orchestra at Cache County high schools prefers four years experience on the same instrument.
3. If band will be taken at Sky View or Green Canyon, it is recommended students should start by 6th grade. 10th grade band at Cache County high schools requires a minimum of two years experience on the same instrument.
4. A competitive sports program is not offered at Edison North but is available at local district schools. Arrangements must be made in advance with one of those schools for details and tryouts. The Edison master schedule is built to accommodate students who choose the sports option.

Curriculum (continued)

InTech Collegiate High School is also an excellent option which prepares students to take high school classes in advanced mathematics and sciences as well as classes in engineering.

1. Intech expects students to be proficient at a minimum of 30 wpm typing on computers. The high school computer class should be taken at InTech.
2. There is no music program at InTech.

InTech has a fairly strict schedule that its students need to follow. Courses taken at TECS will prepare students for transfer to InTech and its rigorous program.

These paths will lay a solid groundwork to allow the student ample opportunity in high school to pursue a path that will lead to college admission.

MAJOR STANDARDS AND GUIDELINES

Major Standards and Guidelines

There are three major standards for middle school students:

- Demonstrating **respect** in communication, behavior, and interactions with others.
- Taking **responsibility** for school work completion and daily preparedness.
- Making **ethical and honest** choices in social interactions and school responsibilities.

In addition, there are standard homework expectations. (*See Homework section.*)

The following guidelines will enable students and parents to follow the standards at TECS:

- Check grades 1-2 times per week using Gradebook (ASPIRE).
- Regularly refer to class calendars, blogs, websites, emails, and student planners.
- Notify teachers of planned absences; make up all absent work in a timely manner.
- Comply with the TECS dress code.
- Use cell phones and chewing gum off campus.
- Contact teachers promptly with concerns, comments, and questions using the contact information on the TECS website.

The following information will be helpful in meeting TECS standards:

School Phone: 1-435-787-2820

School Website: <http://www.thomased.org/>

Gradebook: <https://thomasedno.usoe-dcs.org/Login/>

Teacher Contacts: <http://www.thomased.org/180>

CHARACTER COUNTS

Character Counts

We believe all students should develop character. We use some of the standards from the CHARACTER COUNTS! six ethical values.

Trustworthiness

Be honest • Develop integrity • Be reliable — do what you say you'll do • Have the courage to do the right thing • Build a good reputation • Be loyal — stand by your family, friends, and country

Respect

Treat others with respect; follow the Golden Rule • Be tolerant and accepting of differences • Use good manners and proper language • Be considerate of the feelings of others • Treat everyone with respect • Deal peacefully with anger, insults, and disagreements

Responsibility

Do what you are supposed to do • Plan ahead • Persevere: keep on trying! • Always do your best • Use self-control • Be self-disciplined • Think before you act — consider the consequences • Be accountable for your words, actions, and attitudes • Set a good example for others

Fairness

Play by the rules • Take turns and share • Be open-minded; listen to others • Take responsibility for your own actions • Treat all people fairly

Caring

Be kind • Be compassionate and show you care • Express gratitude • Forgive others • Help people in need

Citizenship

Do your share to make your school and community better • Cooperate • Get involved in community affairs • Stay informed; vote • Be a good neighbor • Obey laws and rules • Respect authority • Protect the environment • Volunteer

ACCREDITATION/ATTENDANCE

Information and Policies

Accreditation

Our school is a member of AdvancED. The standards for accreditation ensure an effective focus on teaching and learning, improvement of student performance and the support for teaching and learning. In order to maintain accredited status, staff, parents and students work together to meet items identified by our needs assessment, goals, and Desired Results for Student Learning (DRSLs).

Attendance/Tardiness

If a student is ill or if there is an emergency, their parent will call the school promptly. It is very important that the student be in attendance every possible day. Absences create major obstacles for both teachers and students and inhibit academic growth for both those absent and those whose learning is delayed because of make-up instruction being given. Therefore, parents are expected to plan family vacations during school vacation time. Please schedule all student health appointments outside of school time if possible.

When students are absent, they are responsible for contacting the teacher to **make up school work** missed. They are to be given double the number of school days they were absent to complete all of the work they missed. For example, if a student is absent two school days, he/she is given four school days to make up the missed assignments. Students should expect to turn in some of the work on the first day of return to school. This also applies to any homework assignments that were missed. If a student's absence occurs at the end of a grading period, the report card will be marked with an incomplete until the work is completed or the time for make up has expired. The teacher directs all makeup work with the cooperation of parents.

Work requested by parents may be picked up at the end of the school day.

The Utah Compulsory Attendance Act will be followed for attendance violation.

It is the policy of Thomas Edison Charter Schools to have students arrive in all classes on time. Parents are expected to teach their children the importance of punctuality. Students should be at school no later than 8:15am. Tardiness is disruptive to the learning process. It has a negative impact on the entire class, not just the student who is tardy. Efforts to correct repeated tardiness will be directed to the parents to develop habits of punctuality that reflect respect, courtesy and the value of school that is offered at Thomas Edison.

BACKPACKS/PARTIES/BUSES/DISEASE PREVENTION

Information and Policies

Backpacks:

If your backpack does not fit in your locker, use the wall space beside the lockers (but not in the doorways) to store your backpack. For safety reasons, backpacks may not take up more space from the wall than the lockers. Please do not pile backpacks on top of each other.

Birthdays/Parties:

Treats and favors for student birthdays are not permitted at school. This includes arranging birthday parties at lunch with a select group of students, decorating lockers, bringing flowers balloons, or cookies to school, etc. Many parents object to their students eating sweets or other foods that may not be in keeping with family diets or health considerations. Other parents feel too much pressure to provide treats when financial limitations make it difficult to do so. Teachers may recognize students in other ways that do not use food. Non-school activities should be arranged outside of school.

Surprise parties for teachers are to be discouraged. Students are not allowed to collect money for the purpose of buying a gift for a teacher.

CVTD Buses:

The school holds students accountable for their behavior to and from school. School rules and expectations apply on the CVTD buses.

Students who ride the bus shall follow these procedures at the bus stop:

- Be at the bus stop before the bus arrives.
- While waiting at the bus stop, students are to form a single file line, stay out of the street well away from traffic and demonstrate respect for private and public property.
- Wait for the bus to come to a complete stop before attempting to board.
- Board and exit the bus in an orderly, single file line.

Disease Prevention:

In an effort to prevent communicable diseases at school, we repeat the following guidelines from a local healthcare provider:

- Cover your nose and mouth with your upper sleeve or a tissue when you cough or sneeze. Dispose of the tissue appropriately.
- Wash your hands often with soap and water. If soap and water are not available, use an alcohol-based hand rub.
- Avoid touching your eyes, nose and mouth. Germs spread this way.
- Try to avoid close contact with sick people.
- Keep sick students home until properly treated.
- Follow public health advice regarding measures to keep our distance from each other to lessen the spread of communicable diseases (especially colds and flu).

DRESS CODE

Information and Policies

Dress Code, Student:

Students are expected to dress and groom themselves in a neat, modest, and attractive fashion reflecting pride in themselves and in their school. The dress code is established to help ensure an atmosphere conducive to study and prevent drawing attention to self. Pride in student dress and grooming is an observable difference at Thomas Edison Charter School. It is the responsibility of parents and children to ensure compliance with the dress code. If there are any questions, keep it simple and err on the conservative side.

All clothing should fit properly and be in good repair. All students must wear closed toe shoes. Neither denim/jeans nor athletic wear (sweats or athletic shorts) are allowed. No logos, designs, lettering, etc. of any kind are allowed, except approved Thomas Edison Charter School logos.

- ❖ The official school shirt has a collar, short or long sleeves, and is long enough to remain tucked in. Shirts will be any solid color. *Shirts will be one of three styles: polo, oxford, or turtleneck.*
- ❖ Pants, capris, or knee length shorts will be a solid color in khaki, navy or black. Skirts, skorts, or jumpers may also be approved school plaid. Khaki is defined as the appropriate shade of brown, tan, or green. Examples of approved school plaid are Green Plaid from French Toast Clothing Company or Hunter Classic Navy Plaid from Land's End Clothing Company. Leggings, tights, and "knee high" socks worn with skirts, jumpers, or shorts must be solid color. *Pants and shorts will be one of three styles: slacks, cargo, or Docker (the style, not brand).*
- ❖ Outerwear worn in the building over a dress code shirt for warmth, such as a sweater, cardigan, or vest, must fit all dress code standards except a collar. Appropriate non dress code outerwear may be worn outside the building.

Occasional exceptions, consistent with the intent of the dress code for special events (such as Boy or Girl Scout uniforms), may be approved by the principal. The principal will interpret and resolve all issues regarding the dress code.

Governing Board Approved—April 10, 2013

(See administrative interpretations on the following page.)

DRESS CODE/ELECTRONIC DEVICES

Dress Code

Dress Code—Administrative Interpretations:

ADMINISTRATIVE INTERPRETATIONS

The Dress Code is prepared by our Governing Board as guidance to our school community. Rather than re-analyze the details each time a question arises, the principals are charged with interpreting the intent of the dress code. Administrative interpretations of dress code questions include:

- No additional décor on the clothing, such as beads and sequins, even if the same color as the solid color clothing.
- No excessive and/or non-essential accessories (multiple ear rings, scarves, etc.)
- Knee length, solid color polo dresses are permitted.
- Skirts and shorts are to be **at least** knee length. Leggings may **not** be used as a substitute for proper length.
- Clothing must not be form fitting.
- No jeggings, skinny pants or joggers.
- Denim or jean, or their likeness, are not dress code.
- No hair styles or modified colors that draw attention to self, such as mohawks, fauxhawks, steppes or shaved designs.
- One solid color layer underneath a dress code shirt for modesty or warmth is acceptable.
- Optional dress up days for special circumstances may be approved in advance. For such occasions, the standard will always be higher with the traditional dress code modesty standards continuing to apply.
- Check with the principal ahead of time if there are any questions.

Electronic Devices:

All electronic devices used on school property must belong to the school. Personal devices are

DISCIPLINE/EXPECTATIONS

Information and Policies

not allowed without specific administrative approval.

Discipline:

Student Discipline

From the Charter:

Creating and maintaining a well-managed learning environment is fundamental to the student's success. Learning is a joy, and school is a happy place. Our goal is to assist all students to build positive, life-long habits by being responsible for their actions.

Students are expected to show respect for others, self, and property. The focus of educator's attention is on what students are doing well. We espouse a management plan in which the administrator and teachers are skilled and practiced in the principles of classroom management as stated above. The term "discipline" will take on its noblest and finest meaning- "Training that corrects."

We have adopted Dr. Glenn I. Latham's principles of classroom management from *Behind the Schoolhouse Door: Eight Skills Every Teacher Should Have*, Utah State University: January 1997

The Thomas Edison Charter School discipline plan is intended to teach appropriate behavior and create a safe, peaceful, and positive environment. Dedicated staff, eager students, and involved parents work together to create classrooms with few disruptions where learning can thrive.

Expectations

Thomas Edison Charter Schools subscribe to the idea that learning is a joy and school is a happy place. The focus of educators' attention is on what students are doing well. TECS espouses a management plan in which administrator and teachers are skilled and practiced in the principles of classroom management. The term "discipline" takes on its noblest and finest meaning- "Training that corrects."

Expectations—General School:

The following rules apply when a student is on school grounds or at a school activity, function or event that is held off the school grounds, or any place where the student is under the jurisdiction of school personnel.

Teachers are expected to teach their classroom and the general school rules on the first day of school. We encourage parents to do the same.

EXPECTATIONS

Information and Policies

1. Be polite, courteous and exercise safe behavior at all times.
2. Keep hands and feet to yourself at all times.
3. Stay on the school grounds during school hours. Keep hands and feet off fences. Stay in supervised areas at all times unless you have written permission.
4. Be respectful when talking with and interacting with adults. Talking back is not permitted.
5. We expect students to treat one another with acceptance and respect. Name calling, swearing and other bad language will not be tolerated.
6. For SAFETY: Fighting, wrestling, kicking, tackling, tripping, hitting each other with lunch boxes or items of clothing are not permitted – even if in fun – because of potential for injury. Horseplay that turns into fighting is still fighting. Likewise, we do not permit the throwing of rocks, ice or snow.
7. Additionally, for SAFETY: Students do not spit or bring weapons (even toys) to school. Please WALK on the school grounds unless the activity is a supervised game. Please WALK bikes, etc. on the sidewalks and school grounds.
8. Keep school grounds litter free.
9. Leave toys, including balls, at home.
10. Leave chewing gum at home.
11. After school hours, go directly to your car pools or buses, unless you are involved in after-school programs.

Classroom Expectations

- Raise their hands to speak
- Get permission to get out of their seats
- Follow the teacher's directions
- Show respect at all times for adults, fellow students and themselves, as well as private and public property.

Procedures for Students Who Choose Not to Follow the Expectations

Following is a summary of the Thomas Edison Charter School Corrective Discipline Policy. Under most circumstances the following is carried out:

- 1st level – warning from teacher or supervisor
- 2nd level – teacher discipline
- 3rd level – teacher discipline, documentation begins, parent notification
- 4th level – teacher, parent, child conference
- 5th level – principal discipline
- 6th level – mandatory principal, parent, teacher, child conference

EXTRACURRICULAR ACTIVITIES/FEES/FIELD TRIPS/FREE TIME

Information and Policies

7th level – In-school suspension, long-term suspension for more than 5 days, or expulsion (student, parent, teacher, principal conference required)

Extracurricular Activities:

Extracurricular activities are provided for Thomas Edison students based on the interest level of students and parents, the availability of staff or parent sponsors, and the availability of appropriate resources. Activities may include student council, sports, performing arts, academic competitions, etc. Interscholastic competitions, such as spelling and geography bees, with other schools provide healthy learning experiences for students.

Fees:

Thomas Edison Charter School does not charge any fees or tuition excepting fees that legally may be charged for 7th through 9th grade programs. The school may occasionally request voluntary donations from parents, during such times as parent orientation, but they will not be required. At this point in our program, course and activity fees are not requested.

Field Trips:

A limited number of field trips are provided during school days that have a direct connection to the academic curriculum. Teachers coordinate the details of field trips and may ask assistance from parents. In addition to the school purpose of the field trip, student accountability and safety are the primary areas of attention and concern. Written parent permission is required prior to each field trip.

Bus Rules. Please refer to the section entitled, **CVTD Buses**, on page 9.

Free Time at School:

The accountability of time is a major effort at Thomas Edison Charter Schools. There are too many concepts for students to learn and master at school, so we do not borrow from the academic schedule to reward students with free time. Even lunch times are provided to stimulate (through exercise and play) the body and mind to work more efficiently together in the acquisition of knowledge and skills.

GRADING/PROGRESS REPORTS/HOMEWORK

Information and Policies

Grading/Progress Reports:

In order to keep parents informed of the academic progress of their children, report cards are issued every six weeks. Letter grades will reflect actual achievement in most subjects according to the grading scale below.

K-8 Grading Scale	
A	94% - 100%
B	86% - 93%
C	77% - 85%
D	69% - 76%
F	Below 69%
O, S, N Grading Scale	
O	Outstanding
S	Satisfactory
N	Needs Improvement

Refer to the Attendance/Tardy and Late Work Sections to understand its effect on makeup work and grades.

Homework:

Homework is an integral part of the academic program at Thomas Edison Charter Schools. The primary purpose of homework is to be a vehicle for teaching student time management skills, research skills and personal responsibility. Homework serves three additional purposes:

1. It is a communication device between school and home, providing parents with the opportunity to see what concepts are being covered during the school day,
2. It is used by the teacher as an assessment tool to determine the effectiveness of their instruction, and
3. It provides students with the opportunity to demonstrate their understanding of concepts that have been taught and practiced in the classroom setting without the security, struc-

HOMEWORK

Information and Policies

ture and assistance of the classroom teacher.

Homework Expectations:

Every student will have **homework every night, Monday - Thursday.**

Homework completion time averages 30-90 minutes per night.

Class	Homework Required?	If yes, how much (avg.)?	Nightly?	Explanation
Math	Yes	45 minutes	Yes	Usually 30 math problems or test review worksheet.
English	Yes	10 minutes	Yes	An assignment given at the beginning of the week can be done in one night, but there are also regular writing assignments.
Literature	Yes	15 minutes	Yes	10 minutes of reading, 5 minutes poem memorization; occasional written assignments. **Reading other class materials such as history notes can count toward literature reading time.
History	Yes	10 minutes	Yes	Review flash cards/notes for tests, study maps and work on any projects. There may be times that more than 10 minutes in one night are required.
Science	Yes	10 minutes	Yes	Study Science notebook, work on any projects assigned. There may be times that more than 10 minutes in one night are required.
TOTAL		90 minutes		This is consistent with school policy of 60-90 minutes of homework for grades 6-8.
Additional Information				
Instrument Music classes	Yes	30 minutes	Yes	It is understood that band and orchestra practice times are above and beyond that of the normal homework expectation.
Choir/Art/Graphic Design/Computers	Occasional	varies	No	Finishing and refining major projects.

Elective homework may require more time beyond the 30-90 minute average.

Students who use their time wisely throughout the day can reduce the amount of time spent on work at home.

For history and science fair projects, there are progressive due dates given at the beginning of the year. If the student will follow those due dates from the beginning, there will be less pressure toward the end. If they do not, they will likely need to spend additional time preparing

LATE WORK/LOCKERS

Information and Policies

their project (which would be above and beyond the normal homework expectation).

Late Work :

Consistent with our high standards and expectations, students are expected to complete all school work in a timely manner. It is a better habit to keep up rather than catch up. Students who are unable to meet an academic deadline should expect a gradual reduction in the credit earned for that assignment (until no credit is available). Each teacher will provide specific classroom expectations. The wise student will talk to the teacher in advance if a problem begins to develop. If a student is absent from school, the guidelines on page 8, “**Attendance/Tardiness**” apply.

Lockers:

Lockers are provided by the school to students as a privilege. The school owns the lockers and retains the right to establish the rules of use and to inspect or enter them at any time. Any locker repair costs caused by a student will be born by the student (and parents/guardians). Locker use may not interfere with school standards.

Thomas Edison North Locker Procedures

What can students put in their lockers?

- School supplies
- Coats / Jackets
- Backpacks

Can students decorate their lockers?

- No decorations on the outside of lockers
- No adhesives (tape, sticky tak...) or writing in the lockers
- Appropriate magnets are fine

When can students go to their lockers?

- Before morning greeting
- During lunch
- After school
- As directed by teachers

Students may need to carry supplies with them for two or three classes at a time.

What if a student forgets something they need for class in their locker?

LOCKERS/LOST & FOUND/LUNCH

Information and Policies

Generally speaking, they cannot leave class to get it. Individual classroom exceptions can be made when it is vital to that student's learning for the day. If a student is allowed to go to the locker, teachers should establish a rule about the amount of times a student can do this per term/semester.

Can students bring a lock from home?

Yes, but locks are not required. For those wanting locks, we recommend that families purchase an inexpensive lock for students to use. Perhaps students who share lockers could share the cost of the lock. Emphasis is on inexpensive locks to allow easier access by the school if a student forgets a combination or loses a key. Removal of the lock will be done by bolt cutters.

Lost & Found:

Student should label their clothing (especially outerwear during winter) and lunch containers. If you are missing something, please check our Lost and Found to locate it as soon as possible. We periodically take unclaimed and unlabeled items to Deseret Industries.

Lunch:

Middle School are expected to move to and from the classroom, gymnasium, playground and library with subdued conversation and in an orderly manner so as not to disturb other classes in session.

- Each class or group will enter and exit the gym quietly. Students may talk quietly to their neighbors while eating.
- Students are expected to clean up their lunch area and place garbage in the trash.
- Eat your lunch only, please do not share lunches.
- Students are expected to sit with their feet on the floor.
- Playing in the cafeteria during lunch is not permitted.
- Lunch is the only time that food may be eaten, and only in the cafeteria. There should be no food on the playground or in the halls or classrooms.
- Students are not allowed to "hang out" in the hallways.

Playground

- Play in designated, supervised play areas only.
- All peers from same grade level must be allowed to play in a game.
- Children should ask permission to go after balls when they leave the playing area.
- Balls are not to be thrown against the buildings.

Students are to immediately stop their activities and return to class when the whistle blows.

LUNCH (PLAYGROUND)/MORNING GREETING/PDA SAFE SCHOOLS

Information and Policies

Playground Equipment

- Please do not play tag or jump off equipment.
- Please go down slides in the correct direction – no running up the slides – no pushing students down the slide – do not block the slide path.
- Please use the swings properly and safely: twisting, jumping out of, running between, or throwing swings up over the bar are not acceptable.
- While waiting in line, please hold balls and jump ropes.
- Please do not hang on the basketball rims.

Morning Greeting:

Morning Greeting is part of the school day and students are expected to be in place with their teachers when it is time to begin.

Playground—See Lunch

Public Displays of Affection:

Public displays of affection are not permitted.

Safe Schools Policies on the Following Pages

The next pages describe more serious behaviors, many of which are also violations of the law. Students must understand that cheating, bullying, lying, profanity, theft and vandalism are serious offenses and will be dealt with as such. While we expect all of our students to behave at a high standard, we have a duty to inform each student of these more serious matters.

Thomas Edison students and parents will be provided due process. Due process means that the school administrator will inform the student of the alleged behavior that is considered a violation of the school rules and that the student will be given an opportunity to tell his version of the situation before any disciplinary action is taken.

SAFE SCHOOLS (Cont.)

Information and Policies

Safe School Policy

It is the policy of TECS to assure a safe school environment for all students. Inappropriate conduct that is subject to more serious disciplinary actions includes but is not limited to these ex-

- ❖ Academic misconduct/cheating
- ❖ Alcohol violation
- ❖ Arson
- ❖ Assault/hitting, biting, kicking and verbal threats
- ❖ Dangerous instrument or weapon possession or the use of an object to inflict bodily injury
- ❖ Deadly weapon/firearm violation
- ❖ Defiance of authority
- ❖ Discrimination
- ❖ Disorderly conduct
- ❖ Drug violation (distribution/possession)
- ❖ Forgery
- ❖ Gambling
- ❖ Gang activity or association
- ❖ Harassment, bullying, hazing
- ❖ Internet computer violation
- ❖ Lying/false accusations
- ❖ Medication or dietary supplements-unauthorized possession
- ❖ Robbery/extortion
- ❖ Sexual assault
- ❖ Sexual harassment
- ❖ Sexual offense
- ❖ Student speech violations, including profanity and threats of violence
- ❖ Theft/plagiarism
- ❖ Threats violation (per Utah code)
- ❖ Tobacco violation
- ❖ Trespassing

Samples:

Individuals who notice violations in any of these areas should report them to the principal immediately.

Harassment, Bullying and Hazing

Harassment, bullying and hazing of students is prohibited by law, whether at school, during

SAFE SCHOOLS/SUPERVISION

Safe Schools

school-related activities or circumstances, and when traveling to and from school. Students should also be aware that verbal insults and attacks via e-mail, text/photo messaging or Internet social networks that substantially hinder another's student's right to attend school or participate in school activities are considered harassment and bullying.

Harassment and bullying mean any severe or persistent physical or psychological abuse of a student by means of physical threats or assaults, verbal threats or insults, or other hostile or degrading acts. It also includes any acts that are inflicted because of a student's race, ethnicity, religion, gender or disability.

Hazing means forcing a student to risk or suffer physical or mental harm or degradation to join, participate in or remain in a school-affiliated organization or activity.

Student Speech

Students at school are entitled to certain freedoms of speech and expression but they are balanced against the school's need to carry out its educational mission. Prohibited speech includes, among other things: speech that causes school disruption; speech that is vulgar, lewd, obscene or plainly offensive; speech that harasses, bullies or otherwise interferes with another student's right to attend school or participate in school activities; speech that advertises or promotes alcohol, tobacco or illegal drugs; "fighting words;" threats of violence; and racial, ethnic, sexual or religious slurs.

Student Rights and Responsibilities

Every student has a right to come to school to get an education and not experience any interference in that pursuit from other students. Likewise, each student has a responsibility to know, understand and obey all school rules. In order to maintain an orderly school environment, we expect students to do their part in upholding the rules by which everyone has agreed has agreed to live. A good school citizen has an obligation to volunteer information and cooperate with school staff in resolving problems or eliminating behaviors that interfere the safe and orderly school environment.

Students should be aware that school officials will aggressively enforce school standards.

Student Promotion, Retention and Grade Placement:

The decision to promote, retain or advance a student shall be based on general achievement with consideration being given to the mental, physical, emotional, and social maturity along with the best interests of the student.

Secondary students in grades six through nine will generally be placed in grade levels based on

SUPERVISION/TELEPHONE USE

Information and Policies

successful completion of the courses of study in each preceding grade level.

Grade placement is the responsibility of the principal with guidance from parents and teachers.

Supervision Before and After School:

All students entering the school in the morning are expected to WALK in the hallways and go to their destination in a quiet and orderly manner. Students may go to the library, a supervised classroom or the gym until Morning Greeting begins. The early morning time is to be used to prepare for school; not to play games, speak loudly or run.

Edison South students leaving school in the afternoon are expected to WALK in the hallways and go to their carpools or their homes in a quiet and orderly manner. *Unless there is a certain need to go to the office, students should exit school through the east and west front doors or the rear doors.* The after school time is not to be used to play games, speak loudly or run. Students are not permitted to loiter in the building after school. They must be in tutoring or otherwise be under the direct supervision of a staff member. Students whose parents work at the school may participate in activities directed by their parents.

The Library is open daily for a few minutes after school.

Students who come early or stay late because a sibling is in a music class or tutoring must stay with the sibling's supervising teacher until time for school to start or until the carpools arrive.

Games are not permitted on the playground before or after school unless supervised by an adult and it is known by the students that the adult is providing supervision. The school does not provide general supervision before or after school.

Telephone Use by Students

Student use of school telephones is restricted to emergencies and only with permission of and under staff supervision. Cell phone use by students is prohibited during the school day.

Walls—Interior School Walls:

Interior school walls are for classroom displays only. Students may not place their feet on the walls or slide their bodies or belongings along the walls.

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Middle School Staff

English 6, 8	Mr. Packard
English 7, 8	Mrs. Bennion
Literature 6	Mrs. Anderson
Literature 7	Mr. Packard
Literature 8	Mrs. Bennion
History 6	Mrs. Daines
History 6, 7, 8	Mr. Low
Math	Mrs. Anderson
Math	Mrs. El-Bakri
Math	Mrs. Singh
Science 6	Mrs. Singh
Science 6, 7, 8	Mrs. Wood
PE	Mrs. Daines
College & Career	Ms. Soderquist
College & Career; Computers	Ms. Summers
Art	Mrs. Dunlap
Band	Mr. Wendel
Music/Choir	Mrs. Boston
Orchestra	Mr. Dunn
Librarian	Mrs. Harrild
Special Education	Mrs. Shaffer
Counselor	Ms. Soderquist
Psychologist	Mrs. Hinds
Student Council	Mrs. Anderson
Office Manager	Mrs. Lundberg
Secretary	Mrs. Torres
Secretary	Mrs. Toscano
Director of Instruction	Mrs. Lewis
Director of Instruction	Mrs. Larsen
Director of Instruction	Mrs. Barton
Principal	Mr. Smith