

The Glover Way – Student Version

	EXPECTATION	RATIONALE
ON CAMPUS	<ul style="list-style-type: none"> Students remain on campus for the entirety of the day. Students are not permitted to visit local businesses after being dropped off at school. Students may congregate on the front lawn prior to the start of school. Students are invited to enter the cafeteria from 8:30 AM – 8:50 AM for breakfast. Students not participating in after school activities make their way off campus by 3:35 PM to travel home. 	<ul style="list-style-type: none"> We are responsible for you and want to support you. Your safety is paramount, so we have designated certain areas for you to be where we can make sure supervision is present.
PERSONAL APPEARANCE	<ul style="list-style-type: none"> Student clothing and accessories promote a productive, inclusive and safe learning environment. Hats and hoods are permitted in the lunchroom, but are removed and not worn anywhere else in the building. Clothing/accessories prohibited include, but are not limited to: <ul style="list-style-type: none"> Items that promote illegal activities or could jeopardize safety (ex: drug and alcohol references, bandanas, gang-related paraphernalia) Items that could be discriminatory (ex: insignias aimed against others) Items that reveal midriff, undergarments, or are backless or low-cut (ex: halter tops, pants not worn at waist level) Items that are excessively tight or revealing (spaghetti strap tops or mesh material). Tops, shorts, and skirts must provide full coverage of a student’s backside and chest. 	<ul style="list-style-type: none"> Our school community is a professional learning environment. All students deserve an opportunity to learn in an environment in which they feel welcomed and valued. To support in the development of this environment, there are some basic rules that mimic those of other professional situations.
ELECTRONICS	<ul style="list-style-type: none"> Phones, headphones, speakers, etc. are turned off and are concealed or placed in lockers between 8:58 AM and 3:30 PM. <ul style="list-style-type: none"> Exception – Students may use electronics inside of the cafeteria or outside of the building during the lunch period or if given explicit permission for an academic use in the classroom. Camera or recording functions on phones or other devices are not permitted at any time due to privacy expectations. Students are not permitted to charge phones anywhere in the building due to risk of theft. Students not adhering to the Electronics guidelines will be asked to turn the device over to an adult for safekeeping. Student devices may be returned at the end of the period or the day depending on the frequency of the electronics issue. In the event that an electronics device becomes a chronic issue an Administrator will work the a student’s parent/guardian on an Electronics Plan. 	<ul style="list-style-type: none"> Cell phones for personal use are distracting to the learning environment. All students deserve to feel safe and comfortable in the school environment, capturing other students in photos or videos reduces the feelings of safety and comfort.
FOOD	<ul style="list-style-type: none"> Clear bottles containing water are permissible throughout the school day. All other food/drinks are stored in student lockers and are only consumed in the cafeteria or a classroom space when approved by a staff member. For students who arrive to school prior to 8:50, breakfast is served and consumed in the cafeteria only. At 8:50 students will be asked to finish up breakfast and will transition to their lockers and classrooms. Students arriving late (8:50 – 8:58) may obtain breakfast from the food cart just inside of the cafeteria doors and will eat their food inside of the cafeteria. Students arriving after 8:58 will be asked to report to the attendance office, where they will have the opportunity to check in and then report to the office to get their breakfast. 	<ul style="list-style-type: none"> We are responsible for a safe school environment and need to be able to see the contents of bottles. Keeping our school clean is the responsibility of everyone. Consuming food in designated areas helps keep our building clean.
LOCKERS	<ul style="list-style-type: none"> A student stores belongings only in the locker that she was assigned. A student is responsible for all of the items that are present in his locker. 	<ul style="list-style-type: none"> Students are held accountable for the contents of their assigned locker.

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BACKPACKS, PURSES/BAGS	<ul style="list-style-type: none"> • Stored in student lockers from 8:58 AM until 3:30 PM. • PE clothes are not taken to class in bags or backpacks. 	<ul style="list-style-type: none"> • Backpacks, purses, and bags clutter the floor of classrooms potentially creating an unsafe environment.
SOCIAL MEDIA	<ul style="list-style-type: none"> • Students making choices to participate in social media (anonymous and not anonymous) are responsible for the content that they subscribe to. Negative content only lives on social media if someone posts it and more importantly if others subscribe to it. 	<ul style="list-style-type: none"> • Every student deserves to feel safe and comfortable. The responsibility of posted content lies with the individual who posts it and the individuals who subscribe to it, and in doing so spread the message.
PASSES	<ul style="list-style-type: none"> • Any time a student travels during instructional time, she does so with a pass from an adult. • A student with a pass moves with purpose and urgency to complete only the task authorized by the pass. • Unless it is an emergency, passes are not issued during the first or the last 15 minutes of class. • Student pass usage is documented in the back of each student’s planner on the provided label. • At most, students are issued 8 hall passes per semester per class. 	<ul style="list-style-type: none"> • We are responsible for student safety and need to know where students are at all times. Students who have permission to be out of class are easily identified with a pass. Moving quickly while on a hall pass will reduce the amount of missed learning time.
CLASS PUNCTUALITY	<ul style="list-style-type: none"> • Students are in the room during instructional periods (lunch included) prior to the bell. • Any student arriving to school late (9:00 AM or later) will be issued a pass to locker/class by Ms. Ellsworth in the attendance office. • Students who are 10 or more minutes late to class are truant. 	<ul style="list-style-type: none"> • We are responsible for student safety and need to know where students are. Physically being in the classroom is an essential prerequisite to learning.
COUNSELOR REFERRALS	<ul style="list-style-type: none"> • Students may make a request to any of their teachers to see their counselor and students will not report to their counselor without being called down by their counselor unless there is an immediate safety concern for self or others. • Staff will email counselors when students make a request to see their counselor. • Counselors will call students down to the counseling office in response to teacher email referrals. 	<ul style="list-style-type: none"> • Serving all students at Glover is a priority. The counselor referral process aims to ensure that all students have the opportunity to be served by our counselors.
NURSE	<ul style="list-style-type: none"> • Nurse visits are reserved for urgent needs or for the distribution of medication taken routinely. • Only a staff member can refer a student to the nurse. 	<ul style="list-style-type: none"> • We are responsible for student safety and need to know where students are and have proper documentation for Nurse visits.
HOME EVENT (SPORTING)	<ul style="list-style-type: none"> • Students will only be allowed to spectate at home sporting events if their Parent/Guardian or Emergency Contact (Documented in Power School) is present. 	<ul style="list-style-type: none"> • To ensure safety and security for all, adequate supervision must be present at all events. Additionally, in the event of an emergency outside of the school day, it is necessary to have direct communication with a student’s Parent/Guardian or Emergency Contact.
HALLWAY TRANSITIONS	<ul style="list-style-type: none"> • Social, joyful and safe. • Students move with purpose and urgency. • Electronics expectation is maintained. (updated 8/25/17) 	<ul style="list-style-type: none"> • We want students to have a mental break between classes, but also need students to traverse the halls in a safe and swift manner.



Dear Glover Parents/Guardians and students,



In my own heart, there is no work more rewarding than the opportunity to serve this amazing Glover staff and community. At Glover we share the belief that student safety, the feeling of pride and joy that comes from success, achieving goals, persevering through adversity, and hope for the future is essential to our work. The keys to our success are in the development of life-long social skills, and development of the highest quality academic skillsets that are relevant not just in the transition to high school but beyond.

The first resource to help familiarize you and your child with Glover Middle School is this student handbook and agenda. Whether your child is an incoming seventh grader or a returning eighth grader, it is vital that both you and your child understand the contents of the handbook. Please take some time to read and discuss the entire contents with your child.

The middle school years are among the most challenging times in a youngster's life. We will work closely with you to make your child's stay at Glover a positive and productive experience. Research tells us that students do better academically and socially when their parents are directly involved with their school. Good communication between home and school is one of our highest priorities.

If you have any questions or concerns, do not hesitate to call 354-5400. On behalf of the staff, we welcome you to the 2017-2018 school year.

Sincerely,

Mark Lund
Principal

Steven Kollar
Assistant Principal

Glover Parent, School, and Student Compact:

Partners in Education

As a Parent/Guardian, I will strive to:

- Believe that my child can and will learn;
- Ensure my child's attendance. Teach my child the importance of attending school daily;
- Know my child's teachers, their emails and phone numbers. Communicate regularly;
- Hold my child accountable for grades and behaviors. Have high expectations while keeping abreast of what is involved in reaching those aspirations;
- Show respect and support for my child, the staff, and the school;
- Encourage my child to read at home and provide a quiet place for him/her to study;
- Get involved – attend conferences, parent nights, parent meetings. Be aware of after school programs and support my child in getting involved;

As a Teacher, Counselor, Administrator, I will strive to:

- Believe that each child can and will learn;
- Support attendance by taking timely attendance each period and ensuring bell-to-bell learning;
- Maintain open lines of communication with students and families;
- Ensure high expectations for grades and behaviors while putting in place appropriate interventions and supports;
- Respect and value the uniqueness of each child and his/her family;
- Provide a collaborative environment that promotes active learning;
- Ensure students and families have information about after school programs that will support their child's learning and/or increase the child's involvement in school.

As a student at Glover, I will strive to:

- Believe that I can and will learn each and every day;
- Arrive on time to every class prepared and ready to learn;
- Ask questions of my teachers when I don't understand. Seek out counselors and administrators when I need further help;
- Follow Glover Middle School classroom rules and expectations per the School Handbook for my safety and success;
- Respect and value myself, my school and other people;
- Always try to do my best work and participate in class in a positive manner;
- I will have a high level of involvement in my classes and in after school activities. **GET INVOLVED!**

First Semester Bell Schedule

Advisory

Periods	Course	Teacher/Room #	Time
Advisory			to
1 st /7 th			to
2 nd /8 th			to
3 rd /9 th			to
4 th /10 th			to
5 th /11 th			to
6 th /12 th			to
Lunch	Circle: First or Second		to

Non-Advisory

Periods	Course	Teacher/Room #	Time
1 st /7 th			to
2 nd /8 th			to
3 rd /9 th			to
4 th /10 th			to
5 th /11 th			to
6 th /12 th			to
Lunch	Circle: First or Second		to

Second Semester Bell Schedule

Advisory

Periods	Course	Teacher/Room #	Time
Advisory			to
1 st /7 th			to
2 nd /8 th			to
3 rd /9 th			to
4 th /10 th			to
5 th /11 th			to
6 th /12 th			to
Lunch	Circle: First or Second		to

Non-Advisory

Periods	Course	Teacher/Room #	Time
1 st /7 th			to
2 nd /8 th			to
3 rd /9 th			to
4 th /10 th			to
5 th /11 th			to
6 th /12 th			to
Lunch	Circle: First or Second		to

EXPECTATIONS REGARDING APPROPRIATE BEHAVIOR BY ALL GLOVER STUDENTS INCLUDE:

Personal Appearance Code

I can present myself in a manner that is appropriate for school and a workplace setting. Glover welcomes any fashion that **doesn't disrupt the educational process**.

This means:

- I can wear clothing and accessories that **promote a safe and nonviolent atmosphere**. Clothing or accessories that include (but are not limited to) spikes or that can be interpreted as gang-related (bandanas with a paisley print) are not permitted.
- I can wear clothing and accessories that are **respectful and non-discriminatory**. This includes but is not limited to buttons or insignias that intrude on the rights of others are not permitted.
- I can wear clothing and accessories that **do not promote illegal activities**. This includes but is not limited to clothing that promotes tobacco, drugs, and alcohol.
- I can wear clothing that is **not sexually provocative**. This includes but is not limited to clothing that reveals the midriff, shows undergarments, and is backless or low-cut (halter tops); and clothing that is excessively tight or revealing (spaghetti strap tops or mesh material). Shorts and skirts must not be shorter than mid-thigh (exceptions regarding school uniforms) and pants must be worn in a manner where they are up to the waist and do not reveal underwear or any other under garment.
- I can keep all hats in my locker and keep my hood down throughout the school day to maintain a **distraction free environment**.

Items Not Allowed

- Cigarettes, matches, lighters, e-cigarettes, tobacco in any form
- Aerosol cans of hair spray, antiperspirant
- Cologne, body sprays of any kind
- Knives of any kind or size; weapons of any kind or size (WILL NOT BE RETURNED)
- Gambling games or devices
- Obscene or profane material in printed, graphic, audio, or video form
- Laser pointers
- Items such as balloons, flowers, etc. are not allowed in classes, but can be picked up at the end of the day in the office.
- Due to rapid changes in our society, it may become necessary to modify the dress code or personal property code to include additional items at the judgment of the school administration. ITEMS NOT PERMITTED AT SCHOOL MAY BE CONFISCATED. If a student chooses to bring any of the above mentioned items to school it will be confiscated. It will be the responsibility of the parent/guardian to pick up the item from the Public Office.

Classroom Expectations and Corrective Actions:

Glover staff is dedicated to preparing students for high school and beyond- technical school, two year college or four year college. We ensure that the learning environment is a sacred place, therefore, if students choose to disrupt inside or outside of the classroom, the following steps may take place:

- Restorative Dialogue
- Parent/Guardian contacted
- Minute to Get It
- Buddy Room
- Lunch Detention
- Re-Entry Agreement
- In-School Intervention
- Out of School Suspension

Harassment, Intimidation & Bullying:

Per policy 3207, the district is committed to a safe and civil educational environment for all students that is free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentional electronic, written, verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental, physical, or sensory handicap, or other distinguishing characteristics, when the intentional electronic, written, verbal, or physical act:

- A. Physically harms a student or damages the student's property;
- B. Has the effect of substantially interfering with a student's education;
- C. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- D. Has the effect of substantially disrupting the orderly operation of the school.

Prevention

The district will provide students with strategies aimed at preventing harassment, intimidation and bullying. In its efforts to train students, the district will seek partnerships with families, law enforcement and other community agencies.

Interventions

Interventions are designed to remediate the impact on the targeted student(s) and others impacted by the violation, to change the behavior of the perpetrator, and to restore a positive school climate. The district will consider the frequency of incidents, developmental age of the student, and severity of the conduct in determining intervention strategies. Interventions will range from counseling, correcting behavior and discipline, to law enforcement referrals.

PROCEDURES AND ROUTINES AT GLOVER MIDDLE SCHOOL

School Entry & Hallway:

- I can put all technology away, including headphones (I can use them at lunch, no camera feature at any time)
- I can enter at 8:50 a.m. through our designated door (8:40 a.m. through the cafeteria doors for breakfast)
- I can walk in dressed for success (following the dress code)
- I can consume all food or drink before entering the hallways and deposit the waste in the trash containers upon entry
- I can walk quietly on the right
- I can be on time to school and class to be prepared for college and career readiness
- I can use appropriate language
- I can display a pass when in the hallway during instructional time.
- I can keep my hands and feet to myself (No public displays of affection, horseplay, etc.).

Buses:

- I can remain seated while waiting for a bus.
- I can follow all school rules while waiting for and riding the bus.
- I can understand that riding the bus is a privilege and not a right, so following these expectations equals riding the bus.
- I can remain on school grounds at all times. **If I leave school grounds for any reason, I will not be able to ride the bus or re-enter the school building.**

Bikes and Skateboards:

- I can walk my bike or skateboard at all times on school grounds.

Snow Rules:

- I can keep all snow on the ground at all times.
- I can use sidewalks and cross the street in a safe manner when there is snow on the ground, while walking to and from school.

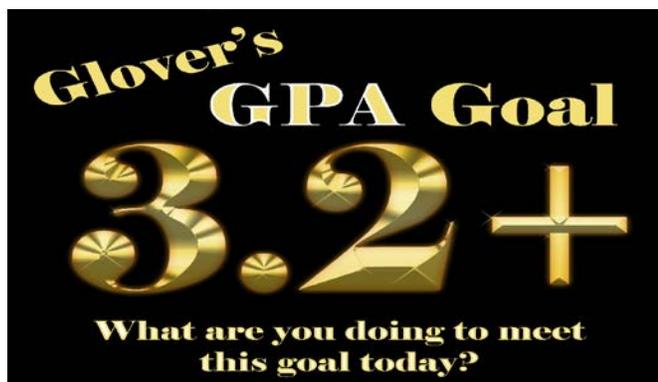
Technology:

If you choose to bring technology, do so at your own risk. Technology may only be used to enhance the learning environment if directed by the teacher, or in the cafeteria before and after school, and during lunch. At no point during the day is the camera feature on any student’s phone permissible to use. If technology is used outside of the cafeteria or during instructional hours, it may be confiscated.

- First Offense: Warning to put away during the school day.
- Second Offense: A parent or guardian may need to pick it up.
- Third Offense: Corrective Action.

*If technology is used to record or promote inappropriate activities or create an un-safe school environment, consequences (including suspension) may be applied.

**Glover students are prepared for any dream they may dream. Getting great grades is one step to achieving your dream. Universities such as WSU, UW and Gonzaga look for a 3.2+ GPA in students they accept. GO FALCONS!
FOLLOW YOUR DREAMS!**



Action Steps to Reach Your GPA Goal:

1. Fill out your Agenda daily!
2. Read 30 minutes every night.
3. Keep your binder organized.
4. Turn in your homework on time.
5. Review your notes each night.
6. Ask for help when you need it.
7. Be to class on time and prepared every day.
8. NEVER, NEVER GIVE UP!!!

Table #3: Spokane Public Schools Official Middle School Grading Scale

Percentage	Letter Grade	Grade Point*
93-100	A	4.0
90-92	A-	3.7
87-89	B+	3.3
83-86	B	3.0
80-82	B-	2.7
77-79	C+	2.3
73-76	C	2.0
70-72	C-	1.7
67-69	D+	1.3
60-66	D	1.0
Below 60	F	0

* Based on WAC 392-415-050