
PIONEER MIDDLE SCHOOL

2700 Pioneer Road • Tustin, California 92782 • (714) 730-7534

Student Handbook 2008-2009

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SECRETARY

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GUIDANCE TECHNICIAN

Mr. Al Acosta

PLANT MANAGER

This student handbook has been provided in part, for every Pioneer Student by the Parent Organization

This Binder Reminder belongs to:

Name: _____

Grade: _____

I have read all school policies and procedures for Pioneer Middle School. I understand and I am aware of the Pioneer expectations. I am aware that all students must have their Binder Reminders in class every period.

Student Signature

Parent Signature

To enhance a successful home/school communication policy Pioneer Middle School has provided this Student Handbook/Binder Reminder for each student. It is the responsibility of the students and parents to read this handbook to ensure that they are aware of the rules and procedures of the school and the consequences of breaking those rules. The parents are encouraged to work with the Pioneer staff in maintaining and encouraging proper standards of behavior for their children. If this handbook is lost, there is a replacement charge of \$6.00.

Student's daily use of the binder reminder enables parents to keep current with student assignments, to communicate with their student's teachers and to encourage their student with his/her pursuit of an excellent education.

Pioneer's Mission: To maximize every student's academic potential and personal responsibility!

Welcome to Pioneer Middle School—Home of the Wildcats!

At Pioneer, it is our mission to maximize the academic potential and personal responsibility of every student. Named a California Distinguished School in 2003 & 2007, Pioneer is truly a special place because of our outstanding teachers, hardworking and respectful students, supportive parents, and an underlying belief that it is our collective goal to meet the individual needs of every child.

The Pioneer staff works tirelessly to assure that every “Wildcat” student...

- **Feels safe and respected**
At Pioneer, our first priority is assuring the safety and well-being of every child.
- **Meets high expectations**
Jack Kinder once said, “High achievement always takes place in the framework of high expectations.” Pioneer ranks in the top two percent of all middle schools in the state of California because we “set the bar high” for our students, which in turn allows them to reach their fullest potential.
- **Has numerous opportunities for “exploration”**
Middle school is a time for students to experience different subjects, electives, and activities. For example, students should have the opportunity to try cooking in home economics, learn a foreign language, act in drama, play a musical instrument, join a club, and/or participate in an intra-mural sport. These experiences can lead to a future career or life-long hobby, but more importantly these experiences develop a well-rounded person.
- **Has access to state-of-the-art technology**
Technology skills are now considered “life-skills.” Pioneer is committed to providing our students access to the latest technology and assuring that all students leave Pioneer having mastered our district technology standards.
- **Has fun!**
Academic success at school requires hard work and responsibility—but these demands must be balanced with activities that make school fun. In the end, this balance will develop life-long learners.

The following school rules and guidelines are designed to promote student safety and teach traits of future success. We are confident that if our students follow “the Wildcat Way”, they will be successful in high school and beyond. We are looking forward to a great year!

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Pioneer’s Mission: To maximize every student’s academic potential and personal responsibility!

Period 7: _____
 (Zero Period): _____

Calculate Grade Point Average (GPA): _____ potential GPA: _____ actual GPA: _____

How to calculate: 1. Convert all grades into numerical values:

- A = 4 points
- B = 3 points
- C = 2 points
- D = 1 point
- F = 0 points

- 2. Add all points together
- 3. Divide the sum by the number of courses taken

Example:
 Social Studies: A = 4 points
 Language Arts: B = 3 points
 Reading: B = 3 points
 Math: C = 2 points
 Physical Ed: A = 4 points
 Elective: A = 4 points
 Science: C = 2 points
 Total points = 22 points
 22 points ÷ 7 classes = 3.14 GPA

Can you be a REAL Wildcat?
R...Respect Goal for Quarter 1: _____
E...Exploration Goal for Quarter 1: _____
A...Achievement Goal for Quarter 1: _____
L...Leadership Goal for Quarter 1: _____

QUARTER 4

Classes I am enrolled in:

Grades I will strive for:

| Grade | (GPA points) | (citizenship) | (work habits) | (Letter Grade) | (GPA points) | (citizenship) | (work habits) | (Letter Grade) |
|----------------|--------------|---------------|---------------|----------------|--------------|---------------|---------------|----------------|
| Period 1: | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| Period 2: | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| Period 3: | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| Period 4: | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| Period 5: | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| Period 6: | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| Period 7: | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| (Zero Period): | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |

Calculate Grade Point Average (GPA): _____ potential GPA: _____ actual GPA: _____

How to calculate: 1. Convert all grades into numerical values:

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- 2. Add all points together
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Example:

Social Studies: A = 4 points

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Reading: B = 3 points

Math: C = 2 points

Physical Ed: A = 4 points

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Science: C = 2 points

Total points = 22 points

22 points ÷ 7 classes = 3.14 GPA

Can you be a REAL Wildcat?

R...Respect Goal for Quarter 1: _____

E...Exploration Goal for Quarter 1: _____

A...Achievement Goal for Quarter 1: _____

L...Leadership Goal for Quarter 1: _____

| Regular Schedule | | | |
|--|----------|----------|----|
| Monday, Tuesday, Thursday, Friday | | | |
| Students Allowed on Campus | 7:30 | | |
| Warning Bell | 7:45 | | |
| Period 0 | 7:00 AM | 7:45 AM | 45 |
| Period 1 | 7:50 AM | 8:39 AM | 49 |
| pass | 8:39 AM | 8:42 AM | 3 |
| Period 2 | 8:42 AM | 9:29 AM | 47 |
| Nutrition Break | 9:29 AM | 9:43 AM | 14 |
| pass | 9:43 AM | 9:46 AM | 3 |
| Period 3 | 9:46 AM | 10:33 AM | 47 |
| pass | 10:33 AM | 10:36 AM | 3 |
| Period 4 | 10:36 AM | 11:26 AM | 47 |
| pass | 11:23 AM | 11:26 AM | 3 |
| Period 5 | 11:26 AM | 12:13 PM | 47 |
| Lunch | 12:13 PM | 12:49 PM | 36 |
| pass | 12:49 PM | 12:52 PM | 3 |
| Period 6 | 12:52 PM | 1:39 PM | 47 |
| pass | 1:39 PM | 1:42 PM | 3 |
| Period 7 | 1:42 PM | 2:29 PM | 47 |

| Tutorial Schedule | | | |
|----------------------------|----------|----------|----|
| Students Allowed on Campus | 7:30 | | |
| Warning Bell | 7:45 | | |
| Period 0 | 7:00 AM | 7:45 AM | 45 |
| Period 1 | 7:50 AM | 8:35 AM | 45 |
| pass | 8:35 AM | 8:38 AM | 3 |
| Period 2 | 8:38 AM | 9:21 AM | 43 |
| pass | 9:21 AM | 9:24 AM | 3 |
| Tutorial | 9:24 AM | 9:51 AM | 27 |
| Nutrition Break | 9:51 AM | 10:02 AM | 11 |
| pass | 10:02 AM | 10:05 AM | 3 |
| Period 3 | 10:05 AM | 10:48 AM | 43 |
| pass | 10:48 AM | 10:51 AM | 3 |
| Period 4 | 10:51 AM | 11:34 AM | 43 |
| pass | 11:34 AM | 11:37 AM | 3 |
| Period 5 | 11:37 AM | 12:20 PM | 43 |
| Lunch | 12:20 PM | 12:56 PM | 36 |
| pass | 12:56 PM | 1:00 PM | 4 |
| Period 6 | 1:00 PM | 1:43 PM | 43 |
| pass | 1:43 PM | 1:46 PM | 3 |
| Period 7 | 1:46 PM | 2:29 PM | 43 |

| Late Start Wednesday Schedule | | | |
|--------------------------------------|----------|----------|----|
| Students Allowed on Campus | 8:40 | | |
| Warning Bell | 8:50 | | |
| Period 1 | 8:55 AM | 9:33 AM | 38 |
| pass | 9:33 AM | 9:36 AM | 3 |
| Period 2 | 9:36 AM | 10:14 AM | 38 |
| Nutrition Break | 10:14 AM | 10:28 AM | 14 |
| pass | 10:28 AM | 10:31 AM | 3 |
| Period 3 | 10:31 AM | 11:09 AM | 38 |
| pass | 11:09 AM | 11:12 AM | 3 |
| Period 4 | 11:12 AM | 11:50 AM | 38 |
| Lunch | 11:50 AM | 12:26 PM | 36 |
| pass | 12:26 PM | 12:29 PM | 3 |
| Period 5 | 12:29 PM | 1:07 PM | 38 |
| pass | 1:07 PM | 1:10 PM | 3 |
| Period 6 | 1:10 PM | 1:48 PM | 38 |
| pass | 1:48 PM | 1:51 PM | 3 |
| Period 7 | 1:51 PM | 2:29 PM | 38 |

| Late Start SOM Wednesday Schedule | | | |
|--|----------|----------|----|
| Students Allowed on Campus | 8:40 | | |
| Warning Bell | 8:50 | | |
| Period 1 | 8:55 AM | 9:21 AM | 26 |
| Assembly | 9:21 AM | 10:46 AM | 85 |
| Nutrition Break | 10:46 AM | 11:00 AM | 14 |
| pass | 11:00 AM | 11:03 AM | 3 |
| Period 2 | 11:03 AM | 11:29 AM | 26 |
| pass | 11:29 AM | 11:32 AM | 3 |
| Period 3 | 11:32 AM | 11:58 AM | 26 |
| Lunch | 11:58 AM | 12:33 PM | 35 |
| pass | 12:33 PM | 12:36 PM | 3 |
| Period 4 | 12:36 PM | 1:02 PM | 26 |
| pass | 1:02 PM | 1:05 PM | 3 |
| Period 5 | 1:05 PM | 1:31 PM | 26 |
| pass | 1:31 PM | 1:34 PM | 3 |
| Period 6 | 1:34 PM | 2:00 PM | 26 |
| pass | 2:00 PM | 2:03 PM | 3 |
| Period 7 | 2:03 PM | 2:29 PM | 26 |

| |
|-----------------------------|
| Minimum Day Schedule |
|-----------------------------|

| | | | |
|----------------------------|----------|----------|----|
| Students Allowed on Campus | 7:30 | | |
| Warning Bell | 7:45 | | |
| Period 0 | 7:00 AM | 7:45 AM | 45 |
| Period 1 | 7:50 AM | 8:25 AM | 35 |
| pass | 8:25 AM | 8:28 AM | 3 |
| Period 2 | 8:28 AM | 9:00 AM | 32 |
| Pass | 9:00 AM | 9:03 AM | 3 |
| Period 3 | 9:03 AM | 9:35 AM | 32 |
| Pass | 9:35 AM | 9:38 AM | 3 |
| Period 4 | 9:38 AM | 10:10 AM | 32 |
| Nutrition Break | 10:10 AM | 10:25 AM | 15 |
| pass | 10:25 AM | 10:28 AM | 3 |
| Period 5 | 10:28 AM | 11:00 AM | 32 |
| pass | 11:00 AM | 11:03 AM | 3 |
| Period 6 | 11:03 AM | 11:35 AM | 32 |
| pass | 11:35 AM | 11:38 AM | 3 |
| Period 7 | 11:38 AM | 12:10 PM | 32 |

| Late Start Minimum Day Schedule | | | |
|--|----------|----------|----|
| Students Allowed on Campus | 8:40 | | |
| Warning Bell | 8:50 | | |
| Period 1 | 8:55 AM | 9:19 AM | 24 |
| pass | 9:19 AM | 9:22 AM | 3 |
| Period 2 | 9:22 AM | 9:45 AM | 23 |
| Pass | 9:45 AM | 9:48 AM | 3 |
| Period 3 | 9:48 AM | 10:11 AM | 23 |
| Pass | 10:11 AM | 10:14 AM | 3 |
| Period 4 | 10:14 AM | 10:37 AM | 23 |
| Nutrition Break | 10:37 AM | 10:52 AM | 15 |
| pass | 10:52 AM | 10:55 AM | 3 |
| Period 5 | 10:55 AM | 11:18 AM | 23 |
| pass | 11:18 AM | 11:21 AM | 3 |
| Period 6 | 11:21 AM | 11:44 AM | 23 |
| pass | 11:44 AM | 11:47 AM | 3 |
| Period 7 | 11:47 AM | 12:10 PM | 23 |

Pioneer Middle School Calendar 2008- 2009

The calendar is subject to change. Please check Edline for a calendar of most up-to-date events.

| | |
|-------------------------|---|
| August 21,22,25 | Registration |
| September 1 | Labor Day |
| September 2 | Non-Student/ Non-Teacher Day |
| September 3 | First Day of School |
| September 11 | Magazine Sale Kickoff |
| September 11 | Dance |
| September 25 | Back to School Night |
| September 26 | Minimum Day |
| October 21,22,23 | Minimum Days & Fall Conferences |
| October 30 | Dance |
| October 31 | Professional Dev. Day/ No Students |
| November 2 | Dinosaur Dash |
| November 7 | End of First Quarter |
| November 10,11 | Veterans Day Holidays |
| November 27,28 | Thanksgiving |
| December 18 | Dance |
| December 22 – January 4 | Winter Recess |
| January 19 | MLK Jr. Day |
| January 29 | End of 2 nd Quarter (First Semester) |
| January 30 | Non Student Day |
| February 5 | Dance |
| February 13, 16 | President's Birthday/Holidays |
| March 17, 18, 19 | Minimum Day & Spring Conf. |
| March 27 | Academic Olympics |
| April 3 | End of Third Quarter |
| April 6-10 | Spring Break |
| May 11-15 | STAR Testing |
| May 18-22 | Make Up STAR Testing |
| May 20 | Open House |
| May 22 | Minimum Day |
| May 25 | Memorial Day |
| May 28 | Last Dance |
| June 5 | Service Hours Fieldtrip |
| June 12 | Promotion Party |
| June 15 | 8 th grade Disneyland Trip |
| June 17, 18, 19 | Minimum Days |
| June 17 | Promotion |
| June 19 | End of Fourth Quarter (Second Semester) |
| June 19 | Last Day of School |

ATTENDANCE

Regular attendance is essential to school success. Students are not allowed to participate in after school activities if they have been absent on the same day.

SCHOOL DAY

The school day at Pioneer is 7:50 AM to 2:29 PM except on Late Start Wednesdays and Minimum Days. The school day on Late Start Wednesdays is 8:55 AM to 2:29 PM. Zero period will not be offered on Late Start Wednesdays. The school day on Minimum Days is 7:50 AM to 12:10 PM. Students are requested to arrive no earlier than 7:30 AM on Regular and Minimum Days and no earlier than 8:30 AM on Late Start Wednesdays. Students are to stay no later than 2:40 PM unless participating in supervised activities.

EARLY DISMISSAL

If a student is to be dismissed early, the office should be notified by a parent note, stating who will pick up the student and at what time. Only individuals on a student's emergency card may check a student out. Students are to report to the attendance window prior to 1st period to receive an early dismissal pass. This is to ensure teachers are notified and to avoid class interruptions. The student's parent/guardian must sign the child out in the office before leaving campus.

PROCEDURE AFTER ABSENCE

A phone call or written note from a parent/guardian must be presented at the Attendance Window prior to readmission to classes. Notes must include date(s) and reasons for absence. If the child's parent or guardian does not phone or write a note, the absence will be considered unexcused. The Pioneer office staff will attempt to contact parent/guardian to confirm unexcused absences.

EXCUSED/UNEXCUSED ABSENCES AND TARDIES

The only excused absences/tardies are for illness, medical appointments, or death in the immediate family. Every unexcused absence can jeopardize a student's grades and results in a loss of income for the school district.

A student is considered tardy when he or she is not in his or her seat when the class bell rings. Students arriving to school five minutes after the school has started must report to the attendance window prior to reporting to class. Parents should stress the importance of being to school in class on time as part of responsible school behavior. Tardies are calculated for disciplinary purposes per semester and totaled by class. Students that exceed a total of five tardies in a semester that do not have recurring tardies in individual classes may meet with the Assistant Principal and receive a detention. Students that have multiple tardies in a class may be addressed with the tardy policy listed below.

Consequences for tardies may include:

- Tardy #1: Teacher warning
- Tardy #2: Teacher warning; may deduct points from citizenship grade and/or assign teacher detention.
- Tardy #3: Teacher warning; may deduct points from citizenship grade and/or assign teacher detention. Teacher contacts parent/guardian.
- Tardy #4: Teacher may deduct points from citizenship grade; refers student to attendance office. Conference with student and a letter home; assigned administrative detention.
- Tardy #5: Teacher calls home and informs a parent or guardian that the student will be referred to the Assistant Principal. Teacher refers student to Assistant Principal; administrative detention.
- Tardy #6: Teacher calls home and informs a parent or guardian that the student will be referred to the Assistant Principal. Teacher refers student to Assistant Principal; parent conference may be requested; two administrative detentions; student placed on attendance contract.
- Tardy #7, + Teacher calls home and informs a parent or guardian that the student will be referred to the Assistant Principal. Assistant Principal contacts parent/guardian; Referral to Student Study Team may be conducted, two administrative detentions.

Students who demonstrate excessive tardies or absences may be referred to the **School Attendance Review Board**.

PIONEER STUDENT EXPECTATIONS

Pioneer student expectations are designed to promote student safety and develop traits of success. A student develops a positive self-image by making appropriate choices. Accepting responsibility for inappropriate choices is an integral part of the learning process. Guidelines at Pioneer are simple, fair, and specific with clearly defined rewards and consequences.

PIONEER EXPECTATIONS

Be Respectful...

Politeness and Courtesy should be shown to all staff and students.

Be Properly Dressed...

Follow the Pioneer Dress Code while on campus and at all school activities.

Be on Time...

Be in your seat, ready to learn, when the bell rings

Be Prepared...

Bring to class your Binder Reminder, homework, and all other items required by each teacher.

Be on Task...

Follow all directions given by any member of the Pioneer staff.

Be Appreciative of our Beautiful Campus...

Use school equipment properly and always clean up after yourself.

Additionally,

- No gum on campus
- No aerosol containers: Axe body spray, deodorant, etc.
- No electronic gaming devices, camera phones, MP3 players, Ipods or Walkman on campus.
- Keep hands, feet, and body to oneself. This includes hugging and displays of affection.
- No games (just playing around) or activities that involve hitting, pushing, kicking, striking, grabbing or inappropriate displays of affection. (kissing, hand holding, hugging, and touching)
- Know and follow individual classroom rules.
- No inappropriate language, no name calling, and no "put-downs," or gossip.
- No bullying or harassing other students.
- Respect the rights and belongings of self and others.
- Remain on campus at all times during school hours.
- No laser light pens.
- No rollerblades, skateboards, or scooters on campus.
- FALSE FIRE ALARM--It is against the California Penal Code to falsely pull a fire alarm. Students who pull the fire alarm will be charged with the appropriate fine/ offense.

Snack and Lunch Rules:

- Walk to the eating area.
- Wait in lunch lines in a single file line.
- Eat food only in the designated areas.
- Place trash in trash containers.
- Respect the cafeteria staff.
- Walk to the next class when the bell rings.
- Use only your own electronic pin number to access money in established accounts.

CAMPUS BEAUTIFICATION

Students that make poor choices regarding minor disciplinary incidents, determined by administration, may be given at the discretion of administration the opportunity to complete Campus Beautification in lieu of detention. This may consist of helping to clear campus of trash, helping set up or clean up campus events, helping the plant manager complete minor beautification projects, etc. Please note that this consequence is optional in lieu of detention. Students not wanting to volunteer to complete Campus Beautification will receive one detention for each Campus Beautification offered. Campus Beautification should not exceed 15 minutes of active service per duty assigned. Minor incidents may include first time violations for; dress code, in an unauthorized area, being in the halls past the four minute bell, running, not picking up their trash, minor disruptions during break or lunch, or other minor infractions determined by administration.

ADMINISTRATIVE DETENTIONS

Students that earn Administrative Detention for making poor choices have five school days from the date the detention was issued to complete their consequence. Students may serve detention after school any day it is offered within the five school days. A Late Bus may be available to meet the needs of students that ride the bus. Detentions are typically Monday through Thursday from 2:35 PM – 3:05 PM. It is the student's responsibility to complete their detention on time, or to request an extension for excused reasons only from the Assistant Principal's Secretary, prior to the deadline. As a courtesy and best practice, Pioneer will communicate with the student's parent(s) / guardian(s) via phone or via a letter. All Administrative disciplinary letters will be sent to the address of record and through the student. Students failing to complete their detentions on time may be subject to being assigned additional detentions, On Campus Suspension, Home Suspension, or other disciplinary consequence for Defiance of Authority. Students with outstanding detention time may not participate in extra-curricular activities and student privileges including but not limited to sports, dances, ASB activities, field trips, end of the year privileges, etc..

ON CAMPUS SUSPENSION

Students who violate EC 48900 may earn On Campus Suspension in lieu of Home Suspension at the discretion of Administration. Students that qualify for On Campus Suspension may be allowed the opportunity to complete their suspension in the office. Students serving On Campus Suspension will be allowed to complete school assignments. Student serving On Campus Suspension are to report to the office at 7:30 AM on the first day of their On Campus Suspension with their textbooks, assignments, and reading book(s). Students serving On Campus Suspension must not talk to other students in the office or be disruptive in any way. Upon successful completion of their suspension in the office, their record will not reflect a formalized Home Suspension.

HOME SUSPENSION

Students who violate EC 48900 may earn Home Suspension. Students may be suspended for one to five days based on the severity of the incident, the student's prior disciplinary incidents, response to previous interventions, and the student's citizenship. Students that are suspended from school may not return to any campus or school owned property located within the Tustin Unified School District during school or non-school hours, and on school or non-school days, including school activities, during the length of the suspension. While on suspension students may not loiter on public streets without adult supervision during regular school hours (7:30 a.m. to 3:15 p.m.). Failure to abide by these rules is a violation of law which can be punished by arrest and/or incarceration in the Orange County Juvenile Hall or other appropriate law enforcement facility (California Penal Code, Sections 626.2, 626.4 and 653-g.). Teachers must be notified for a period of three years of all students suspended from school that are in their classes.

REQUIRED STUDENT MATERIALS

All middle school students are required to have the following items with them at school EVERY DAY:

Binder Reminder – Each student will purchase a binder reminder. It must be in the student's notebook. Replacement cost is \$6.00. Students must have their Binder Reminder in every class period, every day.

Textbooks – Textbooks will be loaned to students for their use during the school year. They are to be brought to class every day unless notified otherwise by their teacher. Parents should be aware that they are responsible for textbooks loaned to their students, and will be required to pay for books that are lost, stolen, or damaged. **Rain damage to books must be reported to the Librarian immediately so information about how to properly dry out the book to prevent mold can be communicated to the parent. If we are not properly notified the student will receive a fine at the end of the school year.** The school is not responsible for books left in lockers or classrooms.

Notebooks – Students should have a teacher designated three-ring notebook to hold materials for all classes.

Notebook Paper – Each student should have a supply of three-hole, standard ruled paper. Spiral notebook paper with ragged edges is unacceptable.

Zippered Pouch – All student notebooks should have a three hole zippered pouch.

Writing Materials – Students should carry the following writing materials in the zipper pouch in their notebook; four sharpened #2 pencils, two erasable pens, a set of twelve colored pencils and one eraser.

Ruler – Students should carry a ruler which measures both inches and centimeters.

Backpack – Students should have a backpack to hold books and materials for all classes. Students may not write on or allow others to write on their backpacks.

Optional Items – The following items are recommended; calculator, highlighters, self-adhesive reinforcements, a small hand held pencil sharpener, compass, and protractor.

Students may not be in possession of Sharpie Pens or White Out at school. These items are not necessary in any class setting.

ACADEMIC HONESTY POLICY

Pioneer believes that a sound educational program must insist upon academic honesty. We expect Pioneer students to display personal integrity and self-respect. Students should understand that learning to prepare for an exam is as important as the material being covered. The final value of one's education is what is learned and not what grade a student receives. Grades mean little when cheating is accepted. Assisting someone else to cheat is no different than cheating yourself.

The following actions, but not limited to, are in violation of Pioneer's Academic Honesty Policy:

- Copying from another student's assignment or test.
- Using a "cheat" sheet or other external assistance.
- Stealing or borrowing without expressed teacher permission of a test, quiz, and/or other confidential document.
- Making a copy, in part or in whole, of a confidential document, including but not limited to, taking a picture of a test or quiz.
- Using a paper one has written for one class in another class without teacher permission.
- Creating false data for a bibliography.
- Watching a video or reading "Cliff Notes" of a literary work in place of reading the piece.
- Borrowing a study sheet or object with answers and copying them as one's own work.
- Plagiarism: Copying word for word in part or in whole from a source without giving proper credit to the author. This includes electronic sources and/or services found on the internet.
- Turning in someone else's work, in part or in whole, including but not limited to, erasing/deleting someone else's name and substituting it for your own.
- Forgery of a parent or guardian signature on a school document.
- Unauthorized collaboration: Working with another student on a project, assignment, homework, test, etc. without expressed permission from the teacher. This also includes but is not limited to lending or showing your paper and/or assignment to another student for any reason without the expressed permission from the teacher.
- Successfully or unsuccessfully attempting to solicit another in the process of violating Pioneer's Academic Honesty Policy.
- In any way attempting to or planning to engage in the process of violating Pioneer's Academic Honesty Policy.
- In any way assisting another student with the process of Pioneer's Academic Honesty Policy.

Consequences for violating the Pioneer Academic Honesty Policy may include:

First Offense: Student receives a “F” (zero credit) grade on the assignment. Teacher calls the parent(s)/guardian(s) and informs them that the student will be referred to the Assistant Principal. Referral to Assistant Principal. Administrative detention assigned. Student receives an “N” in both citizenship and work habits on quarter report card.

Second Offense: Student receives “F” on assignment. Teacher calls the parent(s)/guardian(s) and informs them that the student will be referred to the Assistant Principal Referral to Assistant Principal. Student suspended. Parent conference. Student receives a “U” in both citizenship and work habits on quarter report card.

STUDENT ACTIVITIES

Pioneer is your school! Get involved! There are dances, noontime activities, assemblies, after-school sports, and clubs at Pioneer. The Pioneer leadership class meets daily to plan interesting and exciting activities. The following is a list of some activities that are available:

ACADEMIC COMPETITION

Art Contests, Pentathlon teams, Disneyland Creativity Challenge, Academic Olympics, Science Olympiad, and other academic contest opportunities are available for students to demonstrate ability and excellence.

AL’S PALS

Al’s Pals are a group of honorary students that are hand selected to assist with school event coordination. Students go through a rigorous selection process conducted by our Plant Manager, Mr. Acosta. Students must maintain a minimum academic and social criterion to be eligible to participate.

C.J.S.F.

California Junior Scholarship Federation (C.J.S.F.) is open to 7th and 8th grade Pioneer students who maintain a 3.5 grade point average.

The purpose of California Junior Scholarship Federation is to foster high standards of scholarship, service, and citizenship at the middle school level.

Full membership is awarded to second semester 7th graders and all 8th graders who meet the academic and citizenship requirements and who actively seek membership.

DANCES AND ACTIVITIES

Dances are held several times a year from 2:30 – 4:00 PM. **Dances are for Pioneer Students only.** Students on social probation, academic probation, with outstanding fines/fees, and/or with outstanding detentions are prohibited from participating. All students are expected to be picked up promptly at the end of each activity. **Students who are not picked up by parents within 20 minutes after an activity may not be allowed to attend the next activity. Students may not leave an activity early unless they have a parent note.**

FHA

The Future Homemakers of America is a national vocational student organization for Family and Consumer Science students. The FHA chapter helps youth assume their roles in society through family and consumer sciences education in areas of personal growth, family life, vocational preparation and community involvement.

FSEA

Future Scientists and Engineers of America (FSEA) is a national non profit organization that gives students an opportunity to experience real engineering and science with a practical, hands-on method which uses projects that challenge student teams to creatively solve problems.

FOREIGN LANGUAGE CLUB

The Foreign Language Club is organized to promote interest in and foster understanding of foreign cultures and languages. Students take part in organizing various cultural activities on campus.

LEADERSHIP/ASB CLASS

Leadership is an elective course in which students plan activities and discuss student concerns. Leadership/ASB officers are elected each semester.

Additional students may join the class with prior approval from the ASB advisor.

A student interested in becoming an officer must meet the qualifying criteria outlined in TUSD School Board Policy. This criteria will be available during the application process.

PAL

Established in 1980 by the Orange County Department of Education, the PAL Peer Assistance Leadership Program is focused on youth development. The PAL Program is built on a philosophy of students helping students. Students in the PAL class have the opportunity to help create a safe and supportive environment both on our campus and in our community. PAL students serve as leaders and role models on our campus. Major components of the class include school and community service, advisor and student training, conflict management training, cross-age mentoring and student recognition. The PAL class is a full year elective that is open to seventh and eighth grade students.

SOCIAL PROBATION

Students who violate the Pioneer rules may be put on SOCIAL PROBATION. Any students on social probation are prohibited from participating in extra-curricular activities for each quarter they are established ineligible. Activities such as dances, assemblies, noon activities, after-school sports, attendance of evening events, end-of-the-year activities, etc. will be forfeited.

Students will be placed on social probation if:

- They receive two or more unsatisfactory citizenship marks, and/or three or more needs improvement citizenship marks on a report card
- They receive two or more documented administrative disciplinary incidents, excluding tardy lock outs, that are recorded during the same quarter
- They are suspended from school for more than one day.
- For any action that the administration deems of serious enough nature to warrant social probation

SPORTS/SPIRIT SQUAD

There are a variety of activities to challenge the competitive spirit. Activities include:

Competitive sports

Athletic sports are available to students at each grade level. Practices and competitions take place after school. Pioneer students compete against other schools from TUSD. Satisfactory grades are required for participation, per TUSD Board Policy.

Spirit squad

The spirit squad is a try-out activity available to seventh and eighth grade students only. The season is year round. Practices and activities take place after school. Satisfactory grades are required for participation, per TUSD Board Policy.

Intra-mural Sports

Pioneer offers various intramural sports such as Volleyball and Basketball. Students compete against other Pioneer students and the competitions take place at lunch.

Lunch competitions

Pioneer offers various additional lunch competitions such as team kickball, handball, and hackysack.

YEARBOOK

All students at Pioneer will want to acquire their own copy of the yearbook, which is sold at the beginning of the year and distributed the last week of school.

YAA

Young at Art is a club dedicated to promoting student interest in writing and artistic expression. Students are involved in various writing projects that stretch their creativity.

STUDENT AWARDS AND HONORS

Students who like to participate and achieve at Pioneer will find many ways to be challenged. There are numerous awards given in scholarship, electives, athletics, citizenship and service.

SCHOOL-WIDE AWARDS

STUDENT OF THE MONTH

Each month every staff member selects a student of the month. This award recognizes outstanding effort, citizenship, and/or improvement. Recipients are recognized at our monthly student of the month assembly and participate in a staff/student luncheon.

WILDCAT REWARDS

The Wildcat rewards program recognizes students who display outstanding academic achievement and citizenship. Students can earn this recognition each quarter. To qualify a student must have a minimum 3.0 grade point average for each quarter, with at least 1 outstanding (O) in citizenship and no needs improvements (N) or unsatisfactory (U) in citizenship or work habits. Students who earn this award receive numerous privileges during their quarter of qualifications such as tardy passes, library, and locker passes.

FABULOUS FOURTEEN AWARDS

Awarded each quarter to students who earn a combined fourteen "O" grades in both citizenship and work habits. Students recognized in this area will receive a "Front of the Line Card" to be used for the following quarter.

HONOR ROLL

Each semester students who obtain a 3.5 GPA or higher will receive Honor Roll recognition. **To be eligible for second semester Honor Roll students must meet this requirement by May 30, 2008.**

PRINCIPAL'S HONOR ROLL

This award is presented each semester to students for achieving 4.0 grade point average. **To be eligible for second semester Principal's Honor Roll students must meet this requirement by May 30, 2008.**

PIONEER PERFECT ATTENDANCE

Awarded to all students with perfect attendance for the year. **Students that receive an On Campus Suspension, Home Suspension, Excused Absence, Non-Excused Absence, Permissive Absence and/or tardy in excess of five minutes, are not eligible for this award.**

WILDCAT ACADEMIC EXCELLENCE AWARDS

Awarded at the end of each year to students who have displayed academic excellence in a particular course of study.

WILDCAT SPORTSMANSHIP AWARD

Awarded at the end of each year to a male and female student for each grade level that has best displayed sportsmanship while participating in our sports program.

PIONEER SCHOOL SERVICE

Awarded at the end of each year to students who have displayed exceptional service to our school.

REAL WILDCAT AWARD

Awarded for exhibiting the traits of a R.E.A.L Wildcat: Respect, Exploration, Leadership, and achievement throughout the school year.

PIONEER MISSION AWARD

Awarded for best displaying the traits of our school's mission: To maximize your academic potential and personal responsibility.

WILDCAT SERVICE AWARD

- Award of Merit: Awarded for a minimum of one hour of documented school service. Recipients of this award receive a bronze Certificate of Merit.

- Award of Distinction: Awarded for a minimum of fifteen hours of documented school service. Recipients of this award receive a silver Certificate of Distinction and are invited to attend Pioneer's Service Award Luncheon.
- Award of Honor: Awarded for a minimum of twenty-five hours of documented school service. Recipients of this award receive a golden Certificate of Honor, are invited to attend Pioneer's Service Award Luncheon, and may attend the Pioneer Service Award Recognition Field Trip.
- "Top Cat" Award: The student at each grade level with the most service hours at the end of the year will receive the "Top Cat" Award. Winners of the "Top Cat" Award will have their names placed on a perpetual plaque in the Pioneer Office

EIGHTH GRADE AWARDS

AMERICAN LEGION

The highest honor an 8th grade student can receive is the American Legion Award. One 8th grade boy and girl will be selected by the staff as the winner of this coveted Award. Selection is based on patriotism, service to the school, leadership, cooperation and courtesy, scholarship, morality, integrity and respect for property and people.

TOP CITIZENS OF THE YEAR

The top 8th grade citizens are selected each year, based on patriotism, service to the school, leadership, cooperation and courtesy, scholarship, morality, integrity and respect for property and people.

ATHLETE OF THE YEAR

Awarded to the eighth grade boy and girl who best displayed outstanding athletic ability.

WILDCAT FOUR SPORT AWARDS

Awarded to all eighth grade students who participated at the varsity level of all four sports seasons.

WILDCAT SPORTSMANSHIP AWARD

Awarded to the eighth grade male and female athlete that best displayed the qualities of sportsmanship and teamwork.

ELK'S CLUB MVP ATHLETIC AWARDS

Awarded to the male and female athlete that best excelled in each particular sport.

EIGHTH GRADE PROMOTION

Every student who meets the Tustin Unified School District requirements to be promoted to 9th grade will be allowed to participate in the Promotion Ceremony. For 8th grade students to be eligible for all the other end-of-year activities, they must be academically and socially eligible. Third quarter report cards will be the primary grades used to determine end of year eligibility.

For the promotion ceremony and promotion party, students should wear good dress-up clothes. This is NOT a formal affair, thus formal attire (tuxedos, formal dresses) are not to be worn. When selecting dress attire, please have your child keep the following requirements in mind:

Girls:

- Street or tea length dresses with shoulder straps or sleeves are appropriate, as are dressy skirts and blouses.
- No strapless or backless dresses or deep necklines.
- No short skirts or dresses.
- No high heels. Moderate heels or flats are recommended.
- No formal gowns.

Boys:

- Dress slacks and a collared long or short sleeve shirt with or without a sports coat or sweater are appropriate.
- No tuxedos, jeans, shorts, T-shirts, or sweatshirts.
- Appropriate shoes must be worn.
- Ties are optional.

GENERAL INFORMATION

ACCELERATED READER

Without question, one of the most important skills that all students must master is the ability to read. Extensive research shows that your child’s reading proficiency is the single most important factor in predicting his/her future academic success. Studies also conclude that daily, targeted recreational reading is the most effective way for students to improve their reading fluency and comprehension. The California State Department of Education recommends that intermediate school students read at least one million words a year to properly develop reading comprehension and vocabulary. To support this vital need, all Pioneer students will participate in the reading program, **Accelerated Reader**. Accelerated Reader is a computerized program that “quizzes” a student’s reading comprehension on a selected book. Program guidelines include:

- Students should select an outside reading book from our Pioneer AR book list. Pioneer currently has AR quizzes for over 2,000 books—and the list is still growing! Copies of Pioneer’s AR book list are available at the following locations:
 - Every Pioneer core classroom
 - The Pioneer library
 - The Pioneer computer labs
 - On the Pioneer Website: www.tustin.k12.ca.us/pioneer
 - At the Tustin Public Library
- Most of the titles on Pioneer’s AR book list are available for check out from the Pioneer Library. These books have a special identification symbol on the binding that denotes “AR” status. Additionally, most of Pioneer’s core teachers have personal, classroom libraries with access to AR books.
- The titles listed on Pioneer’s AR book list represent many of the most popular selections in young adult literature. Nevertheless, Pioneer Middle School is presenting, not censoring, this list. Pioneer supports the position advocated by the American Library Association: “Decisions about what books are suitable for particular children should be made by the people that know the child best—their parents or guardians.” Parents are highly encouraged to assist their child with book selection.
- Once every quarter a student may select an outside reading book that is not on the AR list. Prior to reading the book, the student must receive teacher approval to confirm the AR point value of the book. Because a comprehension quiz will not be available when the student finishes reading the book, the student must complete a graphic organizer on the book to receive credit for the assignment.
- Book point values vary depending on the length and vocabulary level of the book. Point values for all AR books are listed in the Pioneer AR book list.
- For a student to receive the maximum educational benefit from this program, it is vital that students select AR books that are within their recreational reading level. Every Pioneer student recently will be given a reading fluency test, which in turn provides the student his/her recreational reading range. Books listed on the Pioneer AR reading list have reading level information provided. This information is also available from the student’s core teacher.
- Accelerated Reader quizzes can be taken in the student’s core class. Every core teacher will assure ample opportunities for students to take AR tests. Student must correctly answer at least 70% of the quiz questions to receive credit for reading the book. Students who do not meet this minimum score may **NOT** take the test again.
- Quarterly reading requirements are as follows...

| | 6 th Grade | 7 th Grade | 8 th Grade |
|---------------------|-----------------------|-----------------------|-----------------------|
| Regular Core | A - 20 | A - 25 | A - 27 |
| | B - 17 | B - 21 | B - 23 |
| | C - 14 | C - 18 | C - 20 |
| | D - 12 | D - 16 | D - 17 |
| | F - 11 or less | F - 14 or less | F - 15 or less |
| Honor’s Core | A - 30 | A - 30 | A - 32 |
| | B - 26 | B - 26 | B - 27 |
| | C - 23 | C - 23 | C - 24 |
| | D - 20 | D - 20 | D - 21 |
| | F - 17 or less | F - 17 or less | F - 17 or less |

BICYCLES, SKATEBOARDS, & ROLLERBLADES/SKATES

Students may ride bicycles to school as long as they do so in a responsible manner. To prevent theft, bicycles must be locked to the racks in the designated bike racks. Every precaution is made to ensure the safety of bicycles parked at Pioneer during the school day; however Pioneer Middle School cannot be held financially liable should a bicycle be stolen or damaged. **Bicycles are never to be ridden inside the gates of Pioneer or in the parking lot.** Bicycles must always be walked along the outer perimeter of the parking while lot on campus, and on the sidewalk, and across

the crosswalks going to and from school. In addition, all students should register their bicycle with the Tustin Police Department.

The bicycle safety law requires that all persons under 18 years of age wear a helmet. **Students who do not wear a helmet run the risk of having their bicycles impounded until a parent can pick up the bicycles or provide the student with a helmet.**

BICYCLE RIDER'S RULES

1. Keep your bicycle in good mechanical condition (tires, chain, brakes).
2. Obey all traffic rules and signs—always give proper hand signals.
3. Walk your bicycle across busy intersections.
4. Always ride with the traffic – as close as possible to the right side of the road.
5. Be sure the roadway is clear before entering.
6. Always ride single file and watch for opening car doors.
7. Select the safest route to and from school.
8. Yield right of way to pedestrians.
9. Always wear a bicycle helmet.

Skateboards, Rollerblades/Skates, Wheelie's Shoes, scooters, and motorized scooters are not to be ridden on campus or to and from Pioneer at any time. It is against the law to ride a motorized scooter unless you are of at least 16 years of age. If you have additional questions regarding traffic safety laws you are encouraged to visit the Tustin Police Department Web Site at www.tustinca.org.

BUS TRANSPORTATION

Bus transportation is provided to students who live in areas of designated distances from school. **Bus passes are purchased and issued at the Tustin Unified School District office 730-7301 or the District Transportation office 730-7518.**

Students are expected to observe the proper safety procedures and school rules on the bus. Failure to do so may result in a citation, disciplinary action, suspension, or a denial of transportation services without financial reimbursement.

FOOD SERVICES

At snack and lunch breaks students may purchase snacks and/or hot lunches. Prices and menus are available. **Free and reduced meals are available to those who qualify.** Applications are available in the main office. In addition, students may bring in money to set up a debit account to use when purchasing snacks and lunch. Students use individual pin numbers to access accounts established. Students must replenish accounts when the money runs out. In addition, students may be asked to show their student identification card when purchasing food using the debit account. Conduct in food lines and while waiting in designated areas is expected to reflect our school-wide rules. Food and beverages must be consumed in the lunch area only. It is each student's responsibility to keep the eating area clean. Students caught throwing trash in a place other than the cans provided, at a minimum, may be placed on campus cleanup or will earn detention. Food must be finished prior to the end of snack or lunch. Food and drinks are prohibited in the halls and classroom. **Asking or forcing others to give food or money is not acceptable.**

CAMPUS VISITORS

All visitors to Pioneer must first check-in at the office before entering the campus. Proper identification may be requested to ensure student safety. After signing in, the guest will be given a visitor's pass.

CITIZENSHIP

Please note: All students begin the quarter with an "S" in citizenship and must show the citizenship characteristics of an "O" to earn that mark on their report card.

A student with SATISFACTORY (S) citizenship...

- respects others
- has a positive attitude
- pays attention
- is cooperative
- is on time
- dresses appropriately
- regularly follows class and school rules

A student with Outstanding (O) citizenship **meets all the standards of satisfactory citizenship** and...

- works independently
- is a positive role model
- helps others
- solves problems
- **always** follows school and class rules

A student who needs to IMPROVE (N) citizenship will display one or more of the following...

- talks excessively
- is disrespectful to others
- is uncooperative
- uses inappropriate language
- has a poor attitude
- displays disruptive behavior
- has 4 or more tardies to class
- is off task
- dresses inappropriately
- receives discipline referrals
- has 3 non-suits in PE
- is in violation of school academic honesty policy

A student with UNSATISFACTORY (U) citizenship will display one or more of the following...

- is defiant to school authority
- violates school ethics code
- intimidates others
- has 5 or more tardies to class
- is frequently truant
- is consistently disruptive
- fails to follow class rules
- consistently violates school rules
- commits a suspendable act
- has 4 or more non-suits in PE
- is in violation of school academic honesty policy, second offense

Work Habits

A student with SATISFACTORY (S) work habits...

- is prepared for class
- willingly participates in class
- is consistently on task
- follows directions
- is organized
- completes assignments on time
- quality of work meets expectations
- observes school academic honesty policy

A student with Outstanding (O) work habits **meets all the standards of satisfactory work habits** and...

- is **always** prepared for class
- is **always** on task
- actively participates in class
- completes **all** assignments on time
- gives **all** assignments very best effort
- quality of work exceeds expectations
- observes school academic honesty policy

A student who Needs to IMPROVE (N) work habits will display one or more of the following...

- is occasionally unprepared for class
- is disorganized
- is missing some assignments
- turns assignments in late
- avoids class participation

- quality of work is occasionally below expectations
- is in violation of school academic honesty policy

A student with Unsatisfactory (U) work habits will display one or more of the following...

- is consistently unprepared
- is missing most assignments
- quality of work is unacceptable.
- rarely participates in class
- is in violation of school academic honesty policy, second offense

CLEARING THE CAMPUS

All students should clear the campus by 2:40 PM each afternoon. In addition, students may not loiter at the corner of Pioneer Way and Pioneer Road beyond 2:50 unsupervised. Students doing make-up work or tutorial lab, staying after school for disciplinary reasons, or participating in extra-curricular activities should report to the appropriate area before 2:35 PM and leave the campus immediately upon finishing the activity. Parents and students are to be informed that students are under the direct supervision of school administrators before and after school from "Door to Door." In other words, until a student has returned home at the end of the school day, behavior that is in violation of school or District policy is punishable by consequence to be determined by school officials. For example, students found fighting or smoking will receive consequences outlined in the Tustin Unified School District Conduct section of this binder reminder.

CLOSED CAMPUS POLICY

Pioneer is a closed campus and students may not leave the campus for any reason without signed and approved parent permission. Lunch passes are not issued at Pioneer.

COMMUNICATION

Parent Portal Home Communication

To promote effective school-to-home communication, Pioneer utilizes an internet-based school-to-home communication service that provides our families access to their child's current academic grades. Through the use of the Parent Portal, parents can view their student's over-all grades and individual assignment/project/test scores for each class. Access codes can be acquired from the Pioneer main office by a parent or guardian only. Teachers have voluntarily agreed to update student grades at least once every three weeks.

CONCERN/COMPLAINT PROCEDURES

Pioneer is always striving to improve, and encourages students and parents to share their suggestions and concerns.

In the event that a member of the Pioneer community perceives a school policy, practice, or procedure to be unfair and/or unlawful, the Tustin Unified School District has developed a complaint procedure. Copies of this policy are available upon request in the main office. Administration strongly encourages parents and community members to voice their complaints/concerns with the Pioneer Faculty prior to filing a formal complaint, with the hopes of helping to resolve the conflict/issue.

DRESS STANDARDS

Pioneer students are expected to wear clothing that is comfortable, clean, safe and APPROPRIATE. What a student wears to school must not disrupt the educational process at Pioneer.

Pioneer strictly enforces the Tustin Unified School District dress code policy. Students **MAY NOT WEAR:**

1. **Clothing/Apparel that causes undue attention or distraction from the educational process.**
Examples include:
 - Tight/Revealing Clothes
 - See-through Blouses/Shirts
 - Bare Midriff Tops
 - Bare Back Tops
 - Low cut or hip hugger pants/jeans
 - Exposed Undergarments
 - Halter Tops/Tank Tops/Spaghetti Straps/Off shoulder tops (straps must be at least 4 fingers wide)
 - White cotton ribbed underwear tank tops
 - Shorts or skirts shorter than a student's finger tips in length when fully extended at one's side.

- Pajamas
- Slippers
- Holes, Slits or Splits in Clothes
- Tattoos
- Hats/Head Coverings, including hoods of sweatshirts (unless medically or religiously required)
- Extreme hair color

In addition: SHIRTS THAT ARE LONGER THAN A STUDENT'S FINGERTIPS WHEN FULLY EXTENDED AT ONE'S SIDE MUST BE TUCKED IN.

2. Clothing/Apparel which is considered dangerous or a health hazard:

- Excessively Baggy or Loose Clothes
- Unsewn Pant Hems
- Pants Worn Below the Hips
- Barefoot – APPROPRIATE SCHOOL SHOES MUST BE WORN AT ALL TIMES

3. Clothing/Apparel that is associated with gangs or illegal activities:

- Chains
- Web, Untied, or Dangling Belts/Initial Belt Buckles
- Studded belts or jewelry
- Hairnets, Snow Caps, Beanies or Other Types of Headwear
- Combat boots worn in conjunction with flight jackets.
- Trench coats
- Monikers/Nicknames on any article of clothing
- Any combination deemed gang related as concluded by law enforcement agencies
- Shirts/Clothing associated with “tagging”
- Bandanas
- Jewelry with Gang Symbols

4. Clothing/Apparel containing symbols and or slogans oriented toward degrading or glorifying cultures, ethnicity, gender, religion, and ethnic values.

5. Clothing/Apparel containing symbols, or slogans glorifying sex, drugs, alcohol, tobacco, and violence.

- ❖ Any type of clothing that the administration deems to be inappropriate at school will be brought to a parent's attention.

As fashion trends change, there may be a need to modify dress standards. When this occurs, students and parents will be notified. Students will be notified through the daily bulletin, discussions with teachers, and/or announcements. Please call the school at any time for clarification prior to purchase of school clothing. Students who violate the dress standards may be subject to disciplinary consequences consisting of but not limited campus beautification, detention, changing into PE clothes and/or other school-issued garments. Inappropriate clothing may be confiscated and released to parents. Continued violations could result in further disciplinary action, including administrative detention and/or suspension. Parent support in encouraging students to dress appropriately is greatly appreciated.

ELECTRONIC INFORMATION POLICY

All students must complete an electronic information/resources agreement to be allowed to use any electronic equipment at Pioneer Middle School. Equipment includes computers, Internet, software, video equipment and network services. The agreement must be signed by both student and parent/guardian then returned to the main office prior to student use of equipment. Failure to abide by the Tustin Unified School District electronic information resources agreement can result in, but not limited to:

- Suspension of Internet access
- Revocation of Internet access
- Suspension of computer access
- Revocation of computer access
- Suspension or dismissal
- Legal action

CELL PHONES/ ELECTRONIC SIGNALING DEVICES

The Tustin Unified School District acknowledges the importance of electronic communication between students and parents, particularly in school-wide emergency situations. Further the District recognizes that instructional time is precious and must be protected from unnecessary disruption. Therefore, students shall be permitted to have in their possession a non-camera electronic signaling device on campus during the school day, while attending school-sponsored activities, or while under the supervision and control of a school district employee. Except for use in an emergency affecting the school or community, such devices shall be deactivated and strictly prohibited during the regular school day and while inside the gates of Pioneer. In addition such devices must remain out of site and securely locked in the student's book locker during the regular school day and out of sight after the school day while inside the gates of Pioneer.

- i.e. Students are not to use personal cell phones to communicate with parents or other people within school hours or inside the gates of Pioneer Middle School.

Such devices should also be safely locked in one's locker or discreetly kept on their person. It is highly recommended that such devices not be left unsupervised in a backpacks or purses while on campus. Pioneer is not responsible for missing items that are brought to school. While we are sympathetic to items that are missing please remember that it is our endeavor to focus as much time possible on refining our programs and instruction to maximize student achievement, and time taken to look for these items hinders these efforts.

A licensed physician and surgeon may direct a student to use an electronic signaling device if carrying such a device is essential for the health of the student. Use of the device by the student is limited specifically to the health of that student.

Per TUSD Board Policy, no cell phones with picture or video capturing capabilities are allowed on campus.

Electronic signaling devices include any device that operates through the transmission or receipt of radio waves, including, but not limited to pagers, cellular telephones, and two way radios.

Violation of this policy may result in:

First Offense: Warning, phone confiscated and returned to the student at the end of the day.

Second Offense: Detention assigned, phone confiscated and returned to the parent. Conference with the student and parent/guardian when they pick up the phone at a prearranged appointment time.

Third Offense: One day in-house suspension for defiance of authority, phone confiscated and returned to the parent. Conference with the student and parent/guardian when they pick up the phone at a prearranged appointment time.

Fourth Offense, +: Students may be subject to Home suspension for defiance of authority, phone confiscated and returned to the parent, conference with the student and parent/guardian when they pick up the phone at a prearranged appointment time, student placed on a behavior contract, student may be subject to a referral to the Student Placement Review committee for a possible new educational placement.

EMERGENCY DRILLS

Pioneer conducts frequent disaster drills. The fire/classroom evacuation signal is a continuous series of short bells with flashing lights. In case of emergency:

1. Students will walk quietly in a single file line to assigned area.
2. Upon reaching their designated homeroom areas, students will stand quietly until told by their teachers to return to class.
3. Teachers will take roll, making note of missing students.
4. If an emergency occurs during nutrition or lunch breaks students are to report to their designated homeroom area located on the blacktop.

HALLWAYS

To ensure student safety, students are not permitted in the hallways or other unsupervised areas during lunch or break. Students have approximately three minutes (same amount of time as the passing period) to put away and retrieve all

items from their lockers and clear the hallways and unsupervised areas. Students attending lunch tutorials are to go directly to the teacher's classrooms and after their tutoring session has concluded must immediately clear the hallways and unsupervised areas. Students going to the library or bathroom by the library must use the tower stairway adjacent to the office. Students using the bathrooms by the 300 building must use the stairs by the 300 building. Students remaining in the hallways after the first four minutes of break or lunch are subject to disciplinary consequences including but not limited to administrative detention, campus beautification, or other consequence deemed appropriate by administration.

ID CARDS

All students at Pioneer Middle school receive a student identification card which contains their picture and Student Identification Number. This card is required to check out books from the library, purchase lunch with money stored in an account, purchase dance tickets, and use of computers. While the first card is free, if a student loses his/her card the replacement cost is \$5.00. Every student must carry their Student Identification Card with them at all times.

ILLNESS OR INJURY

If an illness or injury occurs after a student arrives at school, he/she is to report to his/her instructor and then to the office. **A nurse is on call, and the school secretaries have first aid training and experience. A parent will be notified as needed, which is an important reason to keep the office informed of any address and phone number changes.**

INDEPENDENT STUDY REQUESTS

Students who know in advance that they are going to miss between five to ten school days are encouraged to notify the school counselor. An Independent Study Contract will be established to ensure that all days missed will be considered excused absences if the student completes the pre-established work designated by each teacher for credit towards report card markings.

Instructions:

- Student shall request Independent Study Contract from school counselor.
- Student shall request and receive work from teacher(s) prior to absence from school to be documented on the Independent Study Contract.
- Student shall submit completed work to teacher(s) on the first day of return to school.
- Teacher signature on Independent Study Contract indicates work was returned and completed and meets criteria for ADA.
- Teacher shall submit student work to the office.

INSURANCE

A private insurance company offers an accident policy that gives coverage for regular school sessions and after school sports. They will also furnish each student with a form listing the benefits covered.

LIBRARY

Students are responsible for materials checked out and are expected to demonstrate appropriate behavior in the library. Student I.D. cards will serve as identification to check out books. Computers are available for research purposes. The library is open from 7:30Am – 3:30PM daily.

LOCKERS

Students are offered a locker to safeguard his/her personal property. The school is not responsible for items that are lost, damaged, or stolen in lockers. Students should never share their combination with another student and students are to take precise attention to make sure their locker is closed and locked after use. Large amounts of money or valuables should not be brought to school.

Students wanting to use a school book locker will be assessed an annual \$5.00 book locker usage fee and can pay the fee during registration or in the main office. Locks must be school-issued due to school security concerns. School lockers are considered school property and subject to search. Locks that are not school-issued will be removed. Lost, damaged, or stolen locks must be replaced at a cost of \$5.00.

LOST AND FOUND

Bins for found clothing and other items are located in the library. Unclaimed items are donated to charities several times each year. Lost books are placed in the library. Found valuables such as wallets and cell phones are kept in the

front office, and PE/clothes items can also be found in the PE lost and found bin. The school assumes no liability for items stored in the office or library's lost and found.

EIGHTH GRADE MENTOR PROGRAM

Seventh graders who demonstrate exemplary citizenship and work habits can apply and be nominated by a teacher to become a mentor for the following school year. From the beginning of their 8th grade year, these students mentor a group of five to 8 sixth grade students throughout the year during the school day two to four times per month. Topics that are discussed during this mentoring time include transitioning to middle school, establishing good work and study habits, understanding what extracurricular activities are available to get involved in, and learning what it means to be a R.E.A.L. Wildcat.

A student interested in becoming a mentor must be a positive role model, earn above a 2.00 grade point average, be kind and outgoing, be recommended by at least one staff member, and receive no discipline referrals.

Mentor Dates for the 2008-09 school year:

September 3,10,17,24

October 15, 29

November 12, 26

December 17

January 7, 21

February 4, 25

March 11, 25

April 15, 29

May 6, 27

June 10

Physical Education

Philosophy: P3 Play Hard Play Fair Play Safe

The Physical Education staff at Pioneer Middle School is dedicated to making our program a challenging and rewarding experience for all students. By offering a grade level program covering traditional team and individual sports along with cooperative and lifetime activities, the P.E. program meets a variety of needs and interests of all students.

The following Physical Education units will be covered during 6th through 8th grade.

Monthly physical fitness testing with pre & post testing, Basketball, Circus Arts, Cooperative & Team challenges, Dance, Field Sports, Frisbee, Golf, Medieval Activities, Orienteering, Racquet sports, Softball, Track & Field, Tumbling, Lacrosse, and Volleyball

Student Responsibilities

- Show respect for peers, staff and equipment
- Dress out daily in P.E. shirt, shorts, and wear athletic shoes
- Be on time to locker room and roll call.
- Be prepared for physical activity!
- Follow all directions and perform at your highest level.
- Demonstrate responsible behavior
- Safety first, all injuries **MUST** be reported to P.E. teacher.

P.E. Uniform Policy

For hygiene reasons, all students are required to change out of their school clothes and into their PE uniform every day. Athletic shoes secured with laces are required to be worn daily to promote student safety. Teachers will track non-suits by the semester. Students may not write on or allow other students to write on their P.E. clothes. Uniforms are to be taken home and washed **every** Friday. If a student forgets their uniform, a set of loaners will be checked out to them. A school ID card is required to check out PE loaner uniforms.

To ensure students' comfort, on cold days students may wear Pioneer Sweat pants and sweatshirts or any other **navy** sweat pant or sweatshirt. Sweaters, jackets and other colored sweats are not permitted and will be counted as a non-suit.

Students are not permitted to wear another student's PE uniform. It will be counted as a non-suit and affect their work habits grade. See consequences below.

Consequences for wearing another student's uniform:

| | |
|----------------------------|---|
| 1 st Infraction | Counted as a non-suit, Teacher Detention. |
| 2 nd Infraction | Counted as a non-suit, Parent Phone Call by PE Teacher |
| 3 rd Infraction | Counted as a non-suit, teacher calls home and informs a parent or guardian that the student will be referred to the Assistant Principal, teacher referral to the Assistant Principal. |

Consequences for PE non-suits include:

| | |
|-------------|---|
| Non-Suit #1 | Teacher warning. |
| Non-Suit #2 | Teacher warning; may deduct points from work habits grade and/or assign teacher detention. |
| Non-Suit #3 | Work habits grade automatically lowered to an N and assign teacher detention. Teacher contacts parent/guardian. |
| Non-Suit #4 | Work habits grade automatically lowered to a U; teacher calls home and informs a parent or guardian that the student will be referred to the Assistant Principal, student is referred to the Assistant Principal, conference with student and a letter home; assign administrative detention. |
| Non-Suit #5 | Teacher calls home and informs a parent or guardian that the student will be referred to the Assistant Principal, teacher refers student to the Assistant Principal; assign a one-hour administrative detention. Parent Conference. |
| Non-Suit #6 | Teacher calls home and informs a parent or guardian that the student will be referred to the Assistant Principal, Teacher refers student to Assistant Principal; administration calls home, in-house suspension. |

Daily Schedule

A typical day includes dressing out, roll, warm-ups, lesson, activity and wrap-up.

Materials

Each student is required to have a Pioneer P.E. uniform (shirt, shorts, athletic shoes, socks), a school issued P.E. lock, a Pioneer PE Folder, and a pencil. Shirts & short sets are \$25.00, individual pieces are \$15.00, and a PE lock "user" fee will cost \$5.00. In addition, 6th graders will be responsible for a pedometer user fee. These items will be available during registration and the first week of school.

PE Locker Room Policy

Students are assessed a \$5.00 lock "usage" fee annually. The locker "usage" fee is used to maintain the upkeep of PE lockers. The PE lock must be school-issued and will remain property of Pioneer. PE locks are not to be taken home at any time by students.

- PE Locks & lockers will be issued by the PE staff during the first week of school
- One student per small locker. Some students will be asked to share long PE lockers.
- Students are **required** to lock all personal items in their PE locker upon leaving the locker room.
- Pioneer is not responsible for any lost or stolen items.
- Lost or damaged PE locks must be reported to PE staff and a replacement lock will be issued.
- Students are responsible for making sure their PE locker is closed and securely locked before leaving the locker room.

- Backpacks must be stored **outside** the locker room in the designated areas during P.E. Students may receive an administrative detention if backpacks are found in the P.E. bathroom, locker room or blocking walk ways. Valuables should be locked in your P.E. locker.
- No food or drinks are permitted at any time in the P.E. locker room.
- Aerosol containers are not permitted on campus including the locker rooms at any time. For example: Axe body spray, hairspray, etc.
- No camera phones, electronic gaming devices, MP3 players, Ipods or Walkman are permitted on campus, the locker room, or during P.E. class at any time.
- Unsafe conduct will not be tolerated.

PE Medical Excuses

A parent/guardian note may excuse a student from scheduled activities for a maximum of three days. Extended medical excuses (3 + days) must have a doctor's note. Students are expected to dress out during this time.

PE Grading

Students are graded A-F on the State of California Physical Education Standards. Assessment includes written reports, quizzes, peer, self and teacher evaluations. It is the student's responsibility to participate fully and turn in all work on time. Citizenship and Work Habits grades are based on the student's willingness to follow all class responsibilities as outlined above. Students who continually lose their PE lock will receive an N in work habits.

PRESCRIPTION MEDICATION

Under California law, when prescribed medication must be given during school hours, proper forms are to be completed by the parents and the doctor. The forms may be obtained from the office. A new form is required each school year.

PROHIBITED ITEMS

Students should only bring to school items needed to support their learning. Prohibited items will be confiscated and the student may be subject to disciplinary consequences (ipods or other electronic music devices, PSP or other hand held video gaming systems, cameras, laser light pens, roller blades, skateboards, razors inappropriate clothing, etc.). Confiscated items may only be released to a parent or guardian. To ensure the return of these items, parents and /or guardians must retrieve the item within 24 hours. Also, Pioneer is not responsible for lost, stolen, or confiscated items that are brought to school. While we are sympathetic to items that are missing please remember that it is our endeavor to focus as much time possible on refining our programs and instruction to maximize student achievement, and time taken to look for these items hinders these efforts. Confiscated items that are not retrieved by the last day of school may be donated to charity or disposed of. Please note, unless expressly directed by a Yearbook or Journalism teacher for a specific Yearbook or Journalism project, students are prohibited from having in their possession cameras and or camera phones and students are strictly prohibited from taking pictures or video of students, staff, or school or private property while under the jurisdiction of school rules including on the way to and from school. In addition, students may not post on the internet, transfer, email, or exchange such images in any way. Students in violation of this are subject to disciplinary consequences including but not limited to suspension.

PYRAMID OF INTERVENTIONS

Teachers may refer students to receive academic support who are struggling with motivational or conceptual challenges to learning key concepts. Students who are referred are progressively offered voluntary homework help, conferencing, progress reports, mandatory homework help, improvement contracts, daily mandatory lunch homework help, and Student Study Team Meetings. The goal of creating a Pyramid of Interventions at Pioneer is to offer academic support to our students who are falling behind due to motivational or other factors, and create a climate where failure is not an option that is endured on campus.

RUNNING

To help ensure student safety, all running activities are limited to the outside fields and black top area. Running during P.E. is absolutely appropriate! Running to classes, across the campus, or to lunch lines is NOT APPROPRIATE.

SEXUAL HARASSMENT

Sexual harassment of any level will not be tolerated at Pioneer. Incidents should be reported to a staff member as soon as possible. The complete Tustin Unified School District Sexual Harassment Policy is available upon request in our main office. In addition, please refer to Regulation 521B in Parent-Student Responsibilities.

SPECIAL DELIVERIES

Students are responsible to remember to bring items (i.e., homework, lunch, instruments, clothes) they need throughout the school day. If there is an occasion when you must drop off an item for your student, please bring the item to the office and place it in the designated school drop off area during the school day. Students are responsible for checking for items and picking up items that are left in the designated school drop off area. To minimize classroom interruptions, students will not be notified of deliveries. Pioneer staff will not assume responsibility for supervision and/or distribution of items. Any perishable items left in the school drop off area will be disposed of daily.

STUDENT RELEASE PROCEDURES

Students may be released only to people that have been listed on the emergency card. There are no exceptions. This is for the protection of all students.

TEXTBOOKS

Students will be issued textbooks to be used at school and home. Textbooks are very expensive. Students will be held accountable for textbooks issued and library books checked out. **Teachers may require students to cover their textbooks.** All basic texts are loaned to the students for their use during the school year. Textbooks are to be kept clean and handled carefully. Tustin Unified Board Policy #5125.4 authorizes the principal to withhold records, transcripts, grades, and diplomas of any student who willfully or purposely does not return district property loaned to him/her. Parents should be aware that they are responsible for textbooks given to their students, and will be required to pay for lost, stolen, or damaged textbooks. **Debts for damaged, stolen, or lost books must be cleared each semester through the school librarian. Student's with outstanding fees may be prohibited from participating in extra-curricular activities such as dances, assemblies, noon-time activities, after-school sports, attendance of evening events, end-of-the-year activities, field trips, etc**

Approximate Textbook Price List

Subject to Change

6th Grade

| | |
|------------------|----------|
| English | \$ 70.00 |
| English Handbook | \$ 55.00 |
| Social Science | \$ 62.00 |
| Math | \$ 51.00 |
| Science | \$ 60.00 |

7th Grade

| | |
|------------------|----------|
| English | \$ 70.00 |
| English Handbook | \$ 55.00 |
| Social Science | \$ 62.00 |
| Math | \$ 57.00 |
| Science | \$ 60.00 |

8th Grade

| | |
|------------------|----------|
| English | \$ 70.00 |
| English Handbook | \$ 55.00 |
| Social Science | \$ 68.00 |
| Math | \$ 63.00 |
| Earth Science | \$ 60.00 |
| Physical Science | \$ 60.00 |
| Pre-Algebra | \$ 57.00 |
| Algebra | \$ 58.00 |
| Spanish | \$ 41.00 |
| Geometry | \$ 63.00 |

TRANSFER/MOVING TO ANOTHER SCHOOL

If a student is moving out of the area and/or is transferring to another school, a parent should notify the Pioneer main office as soon as possible and provide us with the new school address and moving date. The student will be required to take a checkout form to each class to receive grades, and to the library to return books. Failure to follow these

procedures will delay the transfer of necessary school records to the new school site. All books must be returned before school records are sent to the new school.

TRANSPORTATION TO SCHOOL

Parents that transport students to and from school must obey all parking regulations and school regulations regarding the drop off and pick up of students. Students that are not engaged in after school sports or after school tutorial must vacate the premises within 15 minutes of the end of school.

TUSTIN UNIFIED SCHOOL DISTRICT STUDENT CONDUCT

The Tustin Unified School is dedicated to providing an educational program for all students on school campuses that are a safe, secure environment and free from violence. Every student shall attend school punctually and regularly; conform to the regulations of the school; and obey promptly the directions of teachers and others in authority.

Students shall be held strictly accountable for their conduct. Students who do not exercise the required self-control shall be subject to disciplinary action. The District encourages and solicits the cooperation of parents in regulating the conduct of students.

Students are subject to disciplinary action for misbehavior. Disciplinary action may include, but is not limited to counseling; conferences with teachers, counselors, or administrators; detention; class suspension; suspension from school; referral to site guidance committee; involuntary transfer or expulsion. Students may also be subject to the alternative disciplinary action of community service on school grounds during non-school hours. Community service may include but not be limited to outdoor school beautification; campus betterment; teacher or peer assistance programs.

DEFINITION OF TERMS

Suspension means the removal of a pupil from outgoing instruction for adjustment purposes. During the time a student is suspended from school, he/she is not allowed to be on any school campus or participate in any school activities.

Expulsion means that a student may not attend any school in the Tustin Unified School District for a period of time determined by the Board of Education.

UNACCEPTABLE BEHAVIORS

Tustin Unified School District lists the following behaviors as unacceptable on school grounds, going to or coming from school, during lunch period on or off campus, or any school-related activities.

***Students may be suspended and/or expelled for any or all of the following:**

- Causing, attempting to cause, or threatening to cause physical injury to another person [(E.C. 48900 (a))]
- Possessing, selling, or otherwise furnishing any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil has obtained from a certificated school employee written permission to possess the item, which is concurred in writing by the principal/designee [(E.C. 4899(b))]
- Unlawfully possessing, using, selling, or otherwise furnishing, or is under the influence of any controlled substance, and alcoholic beverage, or an intoxicant of any kind [(E.C. 48900(c))]
- Unlawfully offering, arranging, or negotiating to sell any controlled substance, an alcoholic beverage, or an intoxicant of any kind, and then either selling, delivering, or otherwise furnishing to any person another liquid, substance or material and representing the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant [(E.C. 48900 (d))]
- Committing or attempting to commit robbery or extortion [(E.C. 48900 (e))]
- Causing or attempting to cause damage to school property or private property [(E.C. 48900 (f))]
- Stealing or attempting to steal school or private property [(E.C. 48900 (g))]
- Possessing or using tobacco, or any products containing tobacco or nicotine products, including, but not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff chew packets, and betel [(E.C. 489800 (h))]
- Committing an obscene act or engaging in habitual profanity or vulgarity [(E.C. 48900 (I))]
- Having unlawful possession of, or unlawfully offering, arranging, or negotiating to sell any drug paraphernalia [(E.C. 48900 (j))]
- Disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties, such as: [(E.C. 48900 (k)) Some examples include:
 - Violating the Dress Code

- Being off-limits on school grounds
- Leaving school without permission
- Littering
- Cheating
- Using skateboards, roller-skates, rollerblades, or bicycles in off-limit areas
- Failing to follow classroom and site rules
- Being truant
- Being involved in forgery
- Making bomb threats/false alarms
- Gambling
- Driving unsafely on school grounds
- Possession and/or use of laser light pens
- Knowingly receiving stolen school property or private property [E.C. 48900 (l)]
- Possession of an imitation firearm [E.C. 48900 (j)]
- Committing or attempting to commit a sexual assault or committing sexual battery [E.C. 48900 (n)]
- Harassing, threatening, or intimidating a student who is a witness or complaining witness in a school disciplinary proceeding for the purpose of either preventing that student from being a witness or retaliating against that student or both [E.C. 48900 (o)]
- Making unwelcome sexual advances, requests for sexual favors, or other verbal visual, or physical conduct of a sexual nature which has the purpose or effect of having a negative impact of the individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment. This section does not apply to students in grades K-3 [E.C. 48900.2]
- Engaging in harassment, threats, or intimidation directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonable expected effect or materially disrupting classwork, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment (grades 4-12) [E.C. 48900.4]
- Using radios or electronic devices inappropriately (including cellular phones and electronic pagers without prior permission of the principal/designee) [E.C. 489005]

*Note- if class suspension is appropriate, per Ed. Code 48910 (a), "As soon as possible, the teacher shall ask the parent or guardian to attend a parent/ teacher conference regarding the suspension, whenever practicable, a school counselor or a school psychologist shall attend the conference, a school administrator shall attend the conference if the teacher or parent or guardian so requests."

SAFE & DRUG FREE SCHOOL

The Tustin Board of Education and Pioneer Middle School are committed to providing a safe and drug-free learning environment for all students and staff. In a continuing effort to keep school campuses free of contraband/illegal drugs, the District has been authorized to allow the use of specially trained detection canines on 6-12 campuses to search common areas such as student lockers, P.E. lockers and locker rooms and vehicles on campus. In collaboration with local law enforcement and with the coordination of the District's Student Services office, these unannounced visits will occur at the discretion of the principal during school hours and while students are in class.

Additionally, the use of breath alcohol testing devices (portable breathalyzers) will be employed by trained site administrators upon any student reasonably suspected as being under the influence of an intoxicant of any kind. The use of breathalyzers will be available to these administrators during the regular school day as well as during all student activities, on or off campus.

DRUGS AND ALCOHOL VIOLATIONS

Students who possess, use, or are under the influence on any controlled substance (drug), alcoholic beverage, or an intoxicant of any kind, or who possess or sell any drug paraphernalia (equipment used for the taking of drugs) shall be suspended from school for 5 days and shall be involuntarily transferred or recommended for expulsion depending upon the seriousness of the offense [E/C/ 48900 (c), 48915 (a)]

1. Students using, under the influence of, or possessing alcohol, drug paraphernalia, or less than 1 ounce of marijuana, and having no previous drug or alcohol violations shall be suspended for 5 days and involuntarily transferred another school, and shall be placed on administrative probation for one year.
2. Students having two previous drug and/or alcohol violations, and students possessing any controlled substance (including more than one ounce of marijuana) or selling a controlled substance shall be suspended for 5 days and shall be recommended for expulsion from the Tustin Unified School District.

MANDATORY EXPULSIONS

Students who commit any of the following acts at school, or at school activity off school grounds, shall be recommended for expulsion from Tustin Unified School District: [E.C. 48915 (c)]

- Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil has obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district.
- Brandishing a knife at another person
- Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code
- Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) or Section 48900 of the Education Code

ACADEMIC STANDARDS:

The primary goal at Pioneer is to provide an appropriate learning experience for every student to achieve academic success. Students will be expected to attend all classes regularly, promptly, and prepared.

1. At least one hour each day at home should be planned for study and review. Some assignments will require longer hours for research and class participation.
2. All written work must have an appropriate heading, including full name, date, and class period; must be legible and on a standard size of notebook paper; and have correct grammar usage, with correct punctuation and spelling.
3. Progress reports will be mailed home at the mid-point of each semester if a student is in danger of failing a course or is displaying unsatisfactory citizenship. Parents are encouraged to call the appropriate teacher regarding those reports.
4. Grade reports will be sent home at the close of each quarter.
5. The counselor is available to discuss particular concerns, and appointments may be scheduled in the office.
6. Achievement tests are administered to students at times and grade levels designated by the district and the state, usually in the spring. Results of the tests will be mailed to parents.

HOMEWORK POLICY

Definition:

Homework is reinforcement, practice, drill, reading for research, review, writing, project work, reading for placement, and other assigned tasks after regular school hours. Homework reinforces and extends instruction presented during school hours. Homework develops personal responsibility and time management.

Rationale:

Because classroom time is for instruction, discussion, and clarification, additional study time is needed for maximum success. Home study is necessary for practicing and refining skills, obtaining additional information, completing assignments and projects, reading, writing, research, practice and review. Homework also provides opportunities for parents to monitor student understanding and quality of work.

Implementation:

Sixth Grade College Prep

Core: 30 – 45 minutes

Math: 15 - 30 minutes

Science: 15-30 minutes

Elective/P.E.—as needed

Sixth Grade Honors *

Core: 60 minutes

Math: 30 minutes

Science: 30 minutes

Elective/P.E.—as needed

Seventh Grade College Prep

Core: 45 – 60 minutes

Math: 20 – 30 minutes

Science: 20 – 30 minutes

Elective/P.E.—as needed

Seventh Grade Honors*

Core: 60 minutes
Math: 30 minutes
Science: 20 – 30 minutes
Elective/P.E.—as needed

Eighth Grade College Prep

Core: 45 – 60 minutes
Math: 20 – 30 minutes
Science: 20 – 30 minutes
Elective/P.E.—as needed

Eighth Grade Honors*

Core: 60 minutes
Math: 30 minutes
Science: 20 – 30 minutes

* Honors contract will also be required.

High school level courses:

Algebra 1, Geometry, and Foreign Languages will require additional homework on Friday/weekends

Outside reading:

Two hours per week, and not included in homework minutes listed above.

Test/Projects:

When possible, the Pioneer staff will coordinate assignments so that students do not have more than two major test and/or projects due on the same day.

Notification:

- Teachers will use Back-To-School Night, this Homework Policy, course outlines, Binder Reminders, assignment sheets, daily lectures, comments on grade reports, teacher computer grade printouts (when available), web sites (when available), Parent Portal, and other means to keep parents and students notified of homework.

Techniques:

- Teachers will review study skills, homework guidelines and expectations, homework organization, planning for project completion, and use of the Binder Reminder.
- Teachers/staff will offer and publicize the before and after school Tutorial/Homework Club for help.
- Teachers may offer incentives for public library visitation/use, Internet access, and extra reading.
- Parents will establish a time and quiet workplace for completion of homework.
- Parents should monitor work, with minimal assistance for complex projects, to maintain integrity of student work. Daily assignments and the Binder Reminder should be reviewed daily. Some assignments may involve parental evaluation or trips to the public library.
- Students will know homework assignments before leaving school. Homework assignments will be written in the Binder Reminder.
- Students will accept responsibility for completion of assigned tasks.
- Students will submit completed homework to their teacher on time.

Access:

- Teachers will assign work that is within the student's ability. If other resources are needed, teachers will ascertain where and how these resources can be obtained. Textbooks used as classroom sets will be available for overnight checkout in the library.

Coordination:

- Teachers will coordinate homework and projects during grade level and faculty meetings.

Alignment:

- Teachers and staff will periodically review achievement and District standards to maintain alignment of coursework and extended work.

Pioneer Middle School

Wildcat School Service Award

At Pioneer Middle School, we believe that our school's success is not an accident...Pioneer is special because of the daily, positive acts of every Wildcat. Because we work together to support each other, we are able to achieve great results.

In recognition of time and effort to the service of our school, students may earn a Wildcat School Service Award. The qualifications for each award are as follows:

Wildcat Service Award of Merit

- Award for a minimum of one hour of documented school service
- Recipients of this award receive a bronze Certificate of Merit

Wildcat Service Award of Distinction

- Award for a minimum of fifteen hours of documented school service
- Recipients of this award receive a silver Certificate of Distinction
- Recipients are invited to attend Pioneer's Service Award Luncheon

Wildcat Service Award of Honor

- Award for a minimum of twenty-five hours of documented school service
- Recipients of this award receive a golden Certificate of Honor
- Recipients are invited to attend Pioneer's Service Award Luncheon
- Recipients may attend the Pioneer Service Award Recognition Field Trip

"Top Cat" Service Award

- The student at each grade level with the most service hours at the end of the year will receive the "Top Cat" Service Award
- Winners of the "Top Cat" Service Award will have their names placed on a perpetual plaque in the Pioneer Office

To receive credit for service hours, a student must do the following:

- **Record the event on his/her Service Time Recording Chart (located inside the Binder Reminder)**
- **Be sure to include the date completed, a description of the event, and the amount of time you spent completing the event**
- **A Pioneer staff member must initial by the event to receive credit**
- **If you completely fill the Service Time Recording Charts provided in your Binder Reminder, additional charts are available in the office.**
- **Parent and student signatures are required before submitting the card for service credit**

To qualify for a Wildcat Service Award, your completed Service Recording Chart must be returned to the Attendance Office Window by Friday, May 1st 2009.



**Pioneer Middle School
Hall Pass**

Student Name: _____

In an effort to maximize learning time students are highly encouraged to utilize break and lunch to go to their lockers and restrooms. Students wishing to leave a classroom or instruction area for any reason during class time (even upon being summonsed to the office or other location) must first obtaining permission from their teacher or supervising staff member and then completely fill out the following Hall Pass. Students must also sign out of class on the running class hall pass roster available from the teacher or supervising staff member. Please note that students not obtaining written permission in the form of a Hall pass from their teacher or supervising staff member prior to leaving a class or instructional area or not reporting to their class or instructional area during class time may be considered truant and subject to disciplinary consequences.

| Date | Staff | Location going to | Time left | Staff Initials | Time Returned | Staff Initials |
|------|-------|-------------------|--------------|-------------------|------------------|-------------------|
|------|-------|-------------------|--------------|-------------------|------------------|-------------------|

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: September

Tutoring is available to all Pioneer students. A list of all homework help sessions is available on Parent Portal as well as in the front office. Teachers may also require students to receive extra academic support. Students who are required to receive extra academic support must keep track of their academic tutoring with the following intervention chart. It is the student's responsibility to go to the extra support classes and completely fill out the intervention chart.

| Date Of Tutoring | Teacher | Assignment Completed | Teacher Initials | Parent Initials |
|---------------------|---------|----------------------|---------------------|--------------------|
|---------------------|---------|----------------------|---------------------|--------------------|

I confirm that I have completed the above listed tutoring sessions.....

Student Signature

Parent Signature

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: October

Tutoring is available to all Pioneer students. A list of all homework help sessions is available on Parent Portal as well as in the front office. Teachers may also require students to receive extra academic support. Students who are required to receive extra academic support must keep track of their academic tutoring with the following intervention chart. It is the student's responsibility to go to the extra support classes and completely fill out the intervention chart.

| Date Of Tutoring | Teacher | Assignment Completed | Teacher Initials | Parent Initials |
|---------------------|---------|----------------------|---------------------|--------------------|
|---------------------|---------|----------------------|---------------------|--------------------|

I confirm that I have completed the above listed tutoring sessions.....

Student Signature

Parent Signature

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: November

Tutoring is available to all Pioneer students. A list of all homework help sessions is available on Parent Portal as well as in the front office. Teachers may also require students to receive extra academic support. Students who are required to receive extra academic support must keep track of their academic tutoring with the following intervention chart. It is the student's responsibility to go to the extra support classes and completely fill out the intervention chart.

| Date Of Tutoring | Teacher | Assignment Completed | Teacher Initials | Parent Initials |
|---------------------|---------|----------------------|---------------------|--------------------|
|---------------------|---------|----------------------|---------------------|--------------------|

I confirm that I have completed the above listed tutoring sessions.....

Student Signature

Parent Signature

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: December

Tutoring is available to all Pioneer students. A list of all homework help sessions is available on Parent Portal as well as in the front office. Teachers may also require students to receive extra academic support. Students who are required to receive extra academic support must keep track of their academic tutoring with the following intervention chart. It is the student's responsibility to go to the extra support classes and completely fill out the intervention chart.

| Date Of Tutoring | Teacher | Assignment Completed | Teacher Initials | Parent Initials |
|---------------------|---------|----------------------|---------------------|--------------------|
|---------------------|---------|----------------------|---------------------|--------------------|

I confirm that I have completed the above listed tutoring sessions.....

Student Signature

Parent Signature

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: January

Tutoring is available to all Pioneer students. A list of all homework help sessions is available on Parent Portal as well as in the front office. Teachers may also require students to receive extra academic support. Students who are required to receive extra academic support must keep track of their academic tutoring with the following intervention chart. It is the student's responsibility to go to the extra support classes and completely fill out the intervention chart.

| Date Of Tutoring | Teacher | Assignment Completed | Teacher Initials | Parent Initials |
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I confirm that I have completed the above listed tutoring sessions.....

Student Signature

Parent Signature

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: February

Tutoring is available to all Pioneer students. A list of all homework help sessions is available on Parent Portal as well as in the front office. Teachers may also require students to receive extra academic support. Students who are required to receive extra academic support must keep track of their academic tutoring with the following intervention chart. It is the student's responsibility to go to the extra support classes and completely fill out the intervention chart.

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Student Signature

Parent Signature

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: March

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Student Signature

Parent Signature

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: April

Tutoring is available to all Pioneer students. A list of all homework help sessions is available on Parent Portal as well as in the front office. Teachers may also require students to receive extra academic support. Students who are required to receive extra academic support must keep track of their academic tutoring with the following intervention chart. It is the student's responsibility to go to the extra support classes and completely fill out the intervention chart.

| Date Of Tutoring | Teacher | Assignment Completed | Teacher Initials | Parent Initials |
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I confirm that I have completed the above listed tutoring sessions.....

Student Signature

Parent Signature

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: May

Tutoring is available to all Pioneer students. A list of all homework help sessions is available on Parent Portal as well as in the front office. Teachers may also require students to receive extra academic support. Students who are required to receive extra academic support must keep track of their academic tutoring with the following intervention chart. It is the student's responsibility to go to the extra support classes and completely fill out the intervention chart.

| Date Of Tutoring | Teacher | Assignment Completed | Teacher Initials | Parent Initials |
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|---------------------|---------|----------------------|---------------------|--------------------|

I confirm that I have completed the above listed tutoring sessions.....

Student Signature

Parent Signature

Pioneer Pyramid Of Interventions Intervention Recording Chart

Student Name: _____

Month: June

Tutoring is available to all Pioneer students. A list of all homework help sessions is available on Parent Portal as well as in the front office. Teachers may also require students to receive extra academic support. Students who are required to receive extra academic support must keep track of their academic tutoring with the following intervention chart. It is the student's responsibility to go to the extra support classes and completely fill out the intervention chart.

| Date Of Tutoring | Teacher | Assignment Completed | Teacher Initials | Parent Initials |
|---------------------|---------|----------------------|---------------------|--------------------|
|---------------------|---------|----------------------|---------------------|--------------------|

I confirm that I have completed the above listed tutoring sessions.....

Student Signature

Parent Signature