

PRINCIPAL'S MESSAGE

Dear Students, Staff, Parents, and Guardians:

Welcome to Palos South Middle School! We hope you had a wonderful, relaxing summer break with your family.

The front portion of the assignment notebook contains a wealth of information that answers general questions regarding Palos South Middle School policies and procedures. The staff at Palos South Middle School is committed to meeting the academic, social, and emotional needs of our students. Please become familiar with the important resources that are available to ensure our students' success at Palos South this school year.

To help us maintain a safe and engaging learning environment, it is particularly important for students, parents, and staff to understand and follow the Student Discipline Policies, the Palos South Discipline, and the Palos South Code of Conduct.

We do require that every student has a school-issued assignment notebook because we believe it provides an organizational vehicle to help all students grow and achieve their goals. Students are expected to have their assignment notebook and make use of it daily. We encourage parents to regularly review this guide to support your children in developing their study skills.

We are looking forward to a successful and rewarding 2011-2012 school year!

Sincerely,

Mr. Christopher Bingen
Principal, Palos South
1-708-448-5971
cbingen@palos118.org

MISSION STATEMENT

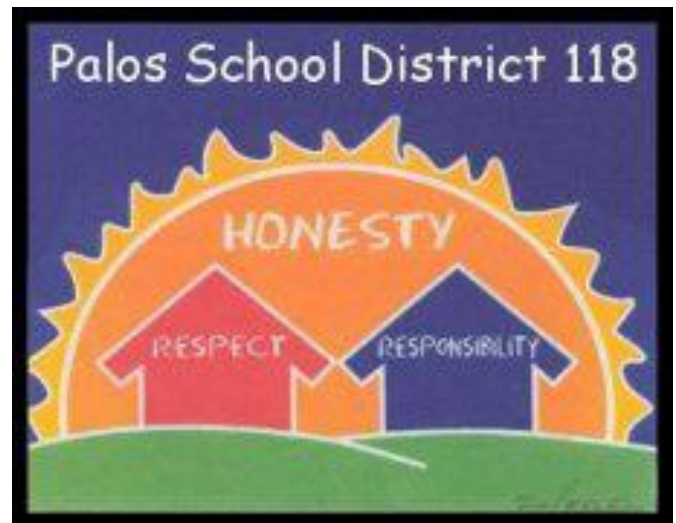
The mission of Palos Community Consolidated School District 118 is to provide a safe, supportive and quality learning environment utilizing educational resources to engage its students to become confident, adaptive and productive life-long learners.

Therefore, we believe that

*HONESTY, RESPECT, and
RESPONSIBILITY*

are character traits all Palos South Middle School students should exhibit on a daily basis.

For that reason, the purpose of this student handbook is to give our students, parents and staff information about the rules, procedures, organization, and activities of Palos South Middle School.



GENERAL SCHOOL PROCEDURES, GUIDELINES AND POLICIES

This Parent-Student Handbook is only a summary of board policies governing the district. Board policies are available to the public at school offices or online at the district website. Please note that this handbook may be amended during the year without notice.

ARRIVAL TO SCHOOL:

ENTERING THE BUILDING

Students will be permitted to enter the building only after 7:30 a.m.

Bus riders will enter through the main door. **Car riders** will enter through the Commons door. Due to safety concerns, cars are not permitted to drop off students on 131st street. Walkers enter through lower level by the Dr. Carroll Center. Please utilize the sidewalk while walking to and from school.

ZERO HOUR-ACADEMIC ARRIVAL (7:30-8:00)

Students arriving for a class should go to their lockers and then report directly to class. Zero hour begins at 7:44 a.m. Zero hour classes are mandatory, therefore, students with 2 or more absences will receive a consequence.

ZERO HOUR- SUNRISE STUDY PROCEDURES

Students arriving for other pre-arranged purposes, such as Sunrise Study, Zap, or teacher-issued detentions will report directly to the Commons. They are not to go to their lockers.

Students arriving for an office-issued detention will be sent to the office at 7:45 a.m.

Sunrise Study Hall is a quiet time for students to work individually on their schoolwork. Supervisors are there to assist students if need be.

Often times, staff members make themselves available for additional help. Students will remain in the Commons until dismissed by the supervisor

to another pre-approved location, such as the media center or a specific classroom.

After Sunrise Study students will be dismissed to go to their lockers and Connections class.

STANDARD ARRIVAL (8:00-8:23)

Upon arrival, students will report directly to their assigned areas.

All students will be dismissed to lockers and Connections at 8:25 by the supervisor.

LATE ARRIVAL (After 8:30)

If parents are aware that their children will be late, they should inform the office.

Upon late arrival students will enter through the main office and report to the nurse's office. At that point, students will receive a late pass, which will be noted either excused or unexcused.

VISITORS:

To ensure safety, all visitors must enter the school through the front of the building and sign in at the office. For security purposes, drivers' licenses will be scanned into our data base upon arrival. Once the identification has been cleared, visitors will be asked to wear a badge if they leave the office to travel within the building. For more information, please refer to the Board of Education policy 7:90.

ASSIGNMENT NOTEBOOKS:

All students are required to maintain a school-issued assignment notebook. They are also required to bring their assignment notebooks to class every day and utilize these for the intended purpose.

ATTENDANCE:

There is a 24-hour answering service to report absences: 708-448-5971

REPORTING AN ABSENCE

In an effort to further improve safety for your children, District 118 utilizes an absence reporting system. The intent of the system is to cross check our daily attendance record with a list of phone

calls from parents notifying us of a child's absence from school. In the event a child is absent for whom we have not received a phone call, the school will initiate a call to your home or place of business informing you of your child's absence. We hope this will reduce the possibility of having a child absent for any extended period of time without the parents and the school being aware.

In order for this system to work effectively, it is essential that you call the absence line and report the reason for the absence.

A parent or guardian must sign out any student in the nurse's office who is to be dismissed early.

School attendance is mandated by the State. Excessive absences without a legitimate medical excuse may be referred to the State authorities. Students who are absent for 5 or more consecutive days require a doctor's note. Please refer to Board of Education policy 7:70 regarding compulsory school attendance.

TARDINESS TO SCHOOL

A late arrival to school requires an explanation. If a student arrives late to school, the student must report immediately to the nurse's office with a note or phone call from a parent, doctor, or dentist. **Reasons such as sleeping late or missing the bus will be counted as an unexcused tardy.**

- After three tardies to school per quarter, the student and parent will be contacted.
- Upon the fourth tardy in one quarter, the student will be referred to the office and will receive a detention.
- A fifth tardy in one quarter will result in parent conference.
- A sixth tardy in one quarter will result in an in-school suspension.

TRUANCY

A truant is defined as a child who is absent without valid cause. Similarly, a chronic truant is defined as one who is absent without valid cause (medical documentation) for 10% or more of the 180 school attendance days.

Appropriate disciplinary consequences may be given should an administrator deem a student as a

chronic truant. Also, the authorities, such as the county truancy officer, will be notified.

ABSENCE MAKE-UP WORK

If a child is absent from school, he/she will be given the same number of days (minimum) to make up daily assignments.

Parents of students who are absent from school for 2 days or longer due to illness may request make-up work prior to 10:00 am by calling the school office. In the event that a child is ill, it is strongly recommended that parents call the office and make a request for the make-up work. Although it is not guaranteed, the staff will do their best to submit any missing work, for the student, to the main office as soon as possible. Homework may be picked up in the school office from dismissal until 3:45 pm.

VACATION/MAKE-UP WORK

Vacations should be planned according to the school calendar. However, if your family chooses to take a vacation in which your child will miss school, please notify the office and team in writing. It is the student's responsibility to find out what work was missed, complete the work within the allotted time, and return it to the appropriate teachers. A zero may be given for incomplete work. Standard practice states that the teachers will provide make-up work upon the student's return to class. For more information, please refer to the Board of Education policy 7:70.

COMMUNICATION/ PERSONAL ELECTRONIC DEVICE USAGE:

PERSONAL USAGE

Electronic devices, such as cell phones or other hand-held devices, such as, but not exclusive to IPODS and ITOUCH, are not to be seen or heard while at school. This includes the on the bus and during extra-curricular activities. If a student brings his/her electronic device to school, it must be kept in the locker during school hours. Students violating this will have their cell phones confiscated by the school staff and given to an administrator. On the first offense, a student will be warned. If a second offense occurs, a parent or guardian must come to school to retrieve the device.

It is not the responsibility of the school if any of these items are stolen or lost.

SCHOOL PHONE USAGE

Students need permission before using any school phone. It is at the discretion of the adult whether a class or office phone will be used. If students are unable to make phone contact, they are to leave a message stating that they called.

If a student needs to go home due to illness, the student must call from the nurse's office.

EMERGENCY PROCEDURES:

BUILDING EVACUATION

In the event that students need to be evacuated from the building, they will be immediately evacuated from the building into the parking lots and front field. If it is necessary to remove them from the premises, the students will be escorted to St. Peter and Paul Orthodox Church at 8410 W. 131st Street. Dismissal procedures will remain the same.

EMERGENCY CLOSING

Due to possibility of severe weather, it may be necessary to close school. Palos School District 118 will post any emergency school closing on the following services: WGN Radio 720, Channels 2, 5, 7, and 9. We will also utilize our "phone blast" automated system that notifies you of important information. Please refer to our district and school websites for significant information as well.

In the event of severe weather, there may not be anyone physically at the school's main office to answer the phones. Therefore, you must rely on one of these services to find out emergency information.

FIRE/LOCKDOWN/TORNADO

In the event of an emergency, either a fire alarm or an announcement will be made. Staff members will refer to the School District 118 Crisis Management Plan for specifics regarding the type of emergency.

During this time, absolute silence is necessary so that everyone can hear the crucial instructions. Throughout the school year, drills will be conducted so that everyone is familiar with these procedures.

LATE START PROCEDURES

Palos 118 has a one-hour late start option to provide an additional solution for poor weather situations. The late start would delay all school and bus operations by one hour. Students would report to their bus stops one hour later and schools would begin one hour later. The late-start schedule would operate as follows:

1. No before-school programs at any schools or South zero hour will be held.
2. All schools would begin one hour later: South would begin at 9:30 a.m.
3. **All schools would end at their normal time.**
4. After-school activities would occur unless otherwise indicated.
5. All bus route pickups would be one hour later in the A.M. with same P.M. drop-off times.
6. If a late start is declared, the status would not change to a full closing except in extreme conditions. (The intent is to make a commitment to late start and stay with it so everyone can plan accordingly).

EXTRA-CURRICULAR ACTIVITIES:

Palos South offers a large variety of extra-curricular activities. These programs vary in interest; some are more academic in nature while others are athletic. Please check the school website, district calendar, or call the main office for club activities. In addition to our internal programs, Palos South competitively participates in the South-West Interscholastic Conference. If a student is absent for more than 50% of the day, he/she will not be allowed to attend any extra-curricular activities or sports that day.

Students should pay attention to the daily announcements and activity bins which will announce the offerings and hold the forms with the necessary information to participate. Of particular importance is that any student who wishes to participate in athletics must have a physical on file before trying-out for any team.

HEALTH INFORMATION:

ACCIDENTS

All accidents are to be reported to the office. Prompt attention will be given to any student injured during the school day. Every attempt will be made to notify parents or guardians. However, if the emergency requires medical response, the student will be taken to Palos Community Hospital. Parents are responsible for the cost of medical attention.

DENTAL REQUIREMENT

The Illinois School Code requires a dental examination for all children in sixth grade. The dental form is to be completed by May 15th of the sixth grade. If a dental form is not completed by this date, report cards will be withheld.

EMERGENCY INFORMATION

The office will keep on file emergency information for each student, which should contain information regarding the person(s) that the school should contact in case of an emergency.

While the emergency cards are collected at the beginning of the year, information should be updated through the school office if any changes occur.

ILLNESS AT SCHOOL

If a student becomes ill during the school day, the student must obtain a pass from the teacher before reporting to the health office. Parents will be contacted by the school nurse if she deems it necessary. Students who become ill at school and need to leave school leave early will **ONLY** be released to a parent or a person listed on the emergency card. Verbal consent will **NOT** be accepted to release any student. However, e-mail or fax will be allowed.

MEDICATION INFORMATION:

AUTHORIZATION FORM

The pink medication form, signed by a physician and a parent, must be on file before any medication can be given in the health office. This includes all over-the-counter medication, like Tylenol, cough syrup, etc. The only exception is inhalers, which require a note from parents, allowing self

administration and the original pharmacy label on the inhaler or box.

The complete medication policy can be found on the back of the medication form.

APPROPRIATE CONTAINERS

All medication must be in its originally labeled container. The health office must have a bottle that can remain in the health office.

PHYSICALS

Illinois State Law requires each student to present proof of a physical examination upon entering the sixth grade. The Department of Health requires evidence of a completed form. Without a completed physical form, students will not be allowed to start school.

Any student new to the district will be required to produce a physical before starting school.

Any student wanting to participate in an extra-curricular athletic activity must have an active physical on file with the nurse **PRIOR** to try-outs. A sports physical is valid for one calendar year from the date given. Beginning with the 2010-2011 school year, all students must submit the official State of Illinois IHSA/IESA pre-participation examination form which is available on our district website, as well as in our health office.

RESPONSIBILITY

It is the parent or guardian's responsibility to assure that all physician orders and authorization forms are brought to school. Also, refills need to be brought to school by the parent or guardian as well.

With the exception of inhalers and EpiPens, no student may carry any medication to and from school.

At the end of the school year, a parent or guardian must pick up any remaining medicine or it will be discarded.

THROAT LOZENGES

Cough drops and throat lozenges are only permissible for students if they have a parental permission note on file in the health office. Throat lozenges will **NOT** be provided by the school and

must be provided from home. This note should be renewed annually.

VISION SCREENING

The Illinois School Code requires that all eighth graders participate in vision screening. All special education and transfer students participate in vision and hearing screenings annually.

Those students who wear glasses, contacts, or hearing aids will not be screened but need to provide (every two years) written verification that vision and/or hearing exams have been completed.

HOMEWORK:

Homework is an integral part of the learning process and an extension of the classroom learning experience. The goals of homework are the following:

...to provide for the practice of skills taught in the classroom.

...to promote independent research which requires the student to go beyond practice into self-initiated work.

...to encourage the development of the student's own interests by enabling the student to expand worthwhile school activities into permanent leisure interests.

...to acquaint parents with what their children are learning in school and to invite their help when desirable.

HOMEWORK POLICY:

We believe that it is necessary for students to practice as well as process material introduced in class through the assignment of homework. The type, frequency, and quantity of homework are based on the type of practice needed and the individual student. Generally speaking, students can expect the following:

- Daily homework in mathematics
- Daily homework in reading
- (i.e. independent reading)
- Additional time for review of notes, completion of long term and short term projects

As much as possible, long term projects and deadlines will be coordinated within the team.

PERSONAL PROPERTY: LOCKERS, BACKPACKS, ELECTRONIC DEVICES

Backpacks, purses, and all other personal items such as cell phones must be placed in lockers upon entering school. The cell phones must be in the "off" position during school hours. If a student has a cell phone in his/her possession during school hours, the Palos South staff has the authority to confiscate the cell phone and submit it to the main office.

All students will receive locker assignments during the first day of school. Since lockers are for the safety and convenience of students, it is important to keep lockers locked. After the door is closed, the dial should be spun.

KEEP THE LOCK COMBINATION PRIVATE AND USE ONLY THE ASSIGNED LOCKER. STUDENTS ARE NOT PERMITTED TO MAKE UNAUTHORIZED MOVES INTO ANOTHER STUDENT'S LOCKER.

All students should inspect their lockers at the beginning of the school year for any damage or cleaning that might be needed. Any locker trouble should be reported immediately. Defacing of lockers is not permitted, including altering the locker mechanism. It will be the student's responsibility to rectify the problem. Actions may include being assessed a monetary fine or cleaning lockers in the school. Routine locker inspections may be conducted. Each student has the responsibility to clean out and remove locker contents at the end of the school year.

ALL STUDENTS' LOCKERS ARE THE PROPERTY OF PALOS SOUTH MIDDLE SCHOOL DISTRICT 118 AND ARE ACCESSIBLE TO SCHOOL AUTHORITIES AT ANYTIME.

The locker and its contents are subject to search by school officials.

Since the school cannot assume liability for any lost or stolen property, students are cautioned to keep their possessions under lock at all times. Students are discouraged from bringing valuables and large sums of money to school.

LOCKER DECORATING:

Locker decoration for special occasions is not permitted at Palos South.

PROHIBITED ITEMS:

The following items are not allowed in school nor are they allowed on the school bus:

- Aerosols, such as mouth fresheners, body sprays, or cologne
- Cameras
- Gum
- Items which offend others or are inappropriate
- Items which pose a risk to safety or objects which may be harmful.
- Laser pens
- Skateboards or scooters

Because of the dynamic nature of new fads and new “toys” which spring up from time to time in our society, certain specific items may be cited throughout the year. Some items may require parent retrieval only. Items not retrieved will be disposed after July 1 of each year.

LOST AND FOUND ITEMS:

When an item is lost, students are requested to check the lost and found boxes, which are located outside the school store. However, District 118 assumes no responsibility for the loss of personal property. Twice a year all unclaimed items will be donated to a local charity. Therefore, it is highly encouraged that students do NOT bring items of value to school.

STANDARDS OF CONDUCT

Middle school students are expected to act appropriately and display respect for themselves and for others. However, rules are in place so that all know what is expected of them, and the consequences that will occur if they do not follow the rules.

BULLYING AND OTHER AGGRESSIVE BEHAVIOR:

DEFINITION: A student may be identified by the academic team as having demonstrated a pattern of behavior or behaviors that put him or her at risk for aggressive behavior, including, but not limited to “bullying.” This behavior is hereby defined as conduct and behavior toward other students that, to a marked degree, appear intended to terrorize, intimidate, or start fights with other students. Please refer to Board of Education policy 7:190 for more information.



INTERVENTIONS

The Superintendent or designee shall establish procedures by which teachers may refer such a student to the designated teacher committee and by which the committee shall consider the referral. Upon review by the committee, the committee shall determine whether the conduct and behaviors of the student are of such a nature and degree that the student be referred to the school principal as a student at risk for aggressive behavior.

CONSEQUENCES

The student shall be referred to the school principal or designee. The principal shall promptly notify the student's parents or guardian of the referral and shall attempt to schedule a parent-teacher conference to discuss the referral and to recommend any additional early intervention procedures as deemed reasonably appropriate.

ASSEMBLY AND FIELD TRIP BEHAVIOR:

Assemblies and field trips are privileges provided for students to enrich the curricula. The normal guidelines for appropriate conduct are expected to be followed. The staff reserves the right to prohibit students from attending assemblies and/or field trips if behavioral or academic expectations are not met. For certain school events/field trips, students will be allowed to carry cell phones and cameras with staff permission.

When an assembly is scheduled, students will report to their scheduled class and wait for their class to be called to the assembly. Students will proceed with their class to the assembly and sit with their class. If a student misbehaves during an assembly, he/she may be asked to report to the main office. After the assembly, students should remain in their seats until they are dismissed.

SPECTATOR REGULATIONS:

STUDENT PROCEDURES

Students should go to their lockers, take the needed materials, and report directly to the gym.

- Students will NOT be allowed to return to their lockers at any time.
- Students must remain in the gym, unless they are in the entryway to make a phone call or use the restrooms.
- Rides home should be pre-arranged by both location and time of pick-up. Games typically end around 6:00 p.m. Students may be picked up by the Dr. Carroll Center on the lower level.

GENERAL SPECTATOR RULES

- Good sportsmanship toward both teams is always expected.
- No cheering or disruptive actions during free throws or serves will be allowed.
- Items such as skateboards, earphones, hats, or pets are not allowed in the gym.
- Neither food nor drink is allowed in the gym. If it is being sold as a concession, it must be kept in the entryway.
- Cell phones should be turned off upon entering the gym.
- Flash photography is not allowed during the games.

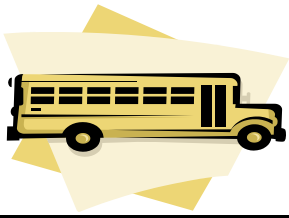
Please refer to Board of Education policy 7:240 for more information.

ATTENTION BEHAVIOR:

Students are expected to respond to a non-verbal cue when staff is seeking student attention. The signal will consist of a raised hand with the index finger extended.

- Student will stop whatever they are doing when a staff member gives the appropriate signal.
- Students will remain silent and look at the signaler.
- Students will return the signal.

Students will remain silent until the staff member has completed their announcement.



BUS BEHAVIOR:

For riding the bus daily and for field trips:

BEFORE BOARDING THE BUS-

Students are to stay to the side of the road and wait until the bus comes to a complete stop. Safe and proper boarding and departing procedures should be used at all times.

RIDING THE BUS-

Students must obey the instructions of the bus driver, who has the authority to assign seats.

They are to remain seated and face forward. They are not to make loud or distracting noises. Rude, discourteous, or annoying conduct will not be tolerated at any time. Students must keep the aisles clear of objects or people.

Nothing should be consumed while riding the bus. Nor is anything that could be dangerous, such as glass containers or sharp objects, allowed on the bus.

Students must ride the bus assigned to them and board and depart the bus at their assigned stop. They are NOT allowed to ride someone else's bus.

Cell phones are not allowed to be used on the bus at any time.

EXITING THE BUS-

Students should wait until the bus comes to a complete stop before standing to exit the bus while observing safety precautions at all exiting points. Where it is necessary to cross a two-lane highway, students should proceed to a point about ten feet in front of the bus. Walk completely around the arm on the right shoulder of the road where traffic may be observed in both directions. Then wait for a signal from the bus driver permitting you to cross safely.

BUS REFERRALS AND CONSEQUENCES

All students must follow the District's School Bus Safety Guidelines. The Superintendent, or any designee as permitted in The School Code, is authorized to suspend a student from riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including, but not limited to, the following:

1. Prohibited student conduct as defined in the Student Discipline policy.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of the bus driver's or other supervisor's directives.
6. Such other behavior as the administration deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the School Board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons. The District's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus. During the period of a bus suspension, it is the legal responsibility of the parents/guardians to insure the child continues to attend school daily. Please refer to Board Policy 7:220 for more information.

ELECTRONIC RECORDINGS

Electronic visual and audio recordings may be used on school buses and school property to monitor conduct and to promote and maintain a safe environment for students and employees when

transportation is provided for any school related activity. Notice of electronic recordings shall be displayed on the exterior of the vehicle's entrance door and front interior bulkhead in compliance with State law and the rules of the Illinois Department of Transportation, Division of Traffic Safety.

Students are prohibited from tampering with electronic recording devices. Students who violate this policy shall be disciplined in accordance with the Board's discipline policy and shall reimburse the School District for any necessary repairs or replacement.

The content of the electronic recordings are student records and are subject to District policy and procedure concerning school student records; such recordings are exempt from the Eavesdropping Act. Only those people with a legitimate educational or administrative purpose may view and/or listen to the electronic video and/or audio recordings. In most instances, individuals with a legitimate educational or administrative purpose will be the Superintendent, Building Principal, Transportation Director, bus driver, and sponsor, coach, or other supervisor. If the content of an electronic recording becomes the subject of a student disciplinary hearing, it will be treated like other evidence in the proceeding.

Electronic devices will be used in school facilities and grounds to monitor conduct and to promote and maintain a safe environment for students and employees.

CLASSROOM BEHAVIOR:

Misbehavior is a matter of choice. Choosing to disrupt class infringes upon the right of the teacher and the right of other students in the class to learn. Even those disruptions that appear minor in nature seriously interfere with the educational process and will not be tolerated.

Teachers reserve the right to establish classroom procedures regarding misbehavior. This includes their ability to issue consequences, such as teacher-issued detentions and office referrals.

GRADING GUIDELINES

Grading scale:

A+	100-99	C	77-73
A	98-93	C-	72-70

A-	92-90	D+	69-68
B+	89-88	D	67-63
B	87-83	D-	62-60
B-	82-80	F	59 or below
C+	79-78	I	Incomplete

Occasionally a student may receive an "I" or "incomplete" as a grade. This incomplete grade may be changed at a later date, when work is completed. All "incompletes" will be replaced with the appropriate grade by the end of the following quarter.

***Parents and students have access to grades through the Skyward system.** Progress Reports can be viewed through Skyward at midterm. To obtain a password, please contact the building technology managers or Deb Balayti at Central Office at extension 708.761.5804.

CHEATING

Students are expected to do their own work at all times. Copying and/or plagiarism are not allowed. Anyone who assists other students by providing assignments etc. for copying purposes shall also be considered guilty of cheating.

Consequences:

- A. Zero on Assignments
- B. Parent Contact
- C. Possible Referral for disciplinary action

TARDINESS TO CLASS:

Being tardy to class means an unauthorized or unexcused lateness after the start of a class period. Students must be in their seats or assigned station as the tardy bell rings.

- After three tardies to the same class per semester, the student and parent will be contacted by an Administrator.
- Upon the fourth tardy in one semester, the student will be referred to the office and will receive a detention.
- A fifth tardy in one semester will result in parent conference with the teacher and the administration.
- A sixth tardy in one semester will result in an in-school suspension.



WASHROOM USE:

During class time, a pass is required in order to use the washroom. Any student caught in a washroom without a pass will be issued a referral to the office, which may result in a detention.

HALLWAY BEHAVIOR:

In order to ensure the safety of our students, certain hallway behavior is expected from our students.

GENERAL HALLWAY BEHAVIOR

- Students will stay to the right during passing periods.
- Students will walk directly to the next assigned location without running or stopping.
- Students will keep hands, feet, and objects to themselves.

RESPECTFUL BEHAVIOR

- Students will use appropriate language for school.
- Students will use a voice level that is not disruptive to others.
- Students will show respect to staff and fellow classmates at all times.

RESPONSIBLE BEHAVIOR

- Students will collect all necessary materials from their lockers before moving directly onto the next location.
- Students will keep their lockers organized.
- Students will keep the hallway free of clutter.
- Students will arrive to the next class on time.

DRESS CODE:

There is a close relationship between dress and a student's attitude toward academic achievement and personal behavior. Students are expected to come to school clean and appropriately dressed for school work. The primary purpose of school is teaching and learning. Anything that disrupts the learning process will not be tolerated.

- All clothing should be clean and appropriate for school. For example, there should not be (bras, bellies, butts, boxers or backs) exposed.
- Articles of clothing or jewelry that have pictures, labels, or symbols that the faculty deem inappropriate to the educational environment are not to be worn.
- Bare midriffs should not be shown. The top and bottoms must meet, even while seated.
- Footwear such as rollerblades or Heelies are not allowed.
- Headwear or outerwear may not be worn inside the building. Exceptions will be made for religious purposes.
- Oversized clothing that may endanger student safety is not permitted.
- Scantily clad clothing, such as backless, strapless, or tank tops, is not allowed.
- Shorts/skirts must be mid-thigh length or longer.
- Undergarments must be worn and covered.

Any child's personal appearance which is disruptive to the educational environment will be handled on an individual basis. These guidelines are not intended to cover all of the constantly changing styles and fads. The staff and parents will work together to encourage students to take responsibility for their appearance and to work within the guidelines set by the school.

If a student wears clothing deemed disruptive/distracting to the learning process, he/she

will be referred to the office. The student will change into a gym uniform for the remainder of the day.

If dress code violations continue to accumulate, the student will receive the disciplinary consequence that coordinates with insubordination.

TECHNOLOGY USAGE:

SCHOOL-SPONSORED PUBLICATIONS AND WEBSITES

School-sponsored publications, productions, and websites are part of the curriculum and are not a public forum for general student use. School authorities may edit or delete material that is inconsistent with the District's educational mission.

All school-sponsored communications shall comply with the ethics and rules of responsible journalism. Text that is libelous, obscene, vulgar, lewd, invades the privacy of others, conflicts with the basic educational mission of the school, is socially inappropriate, is inappropriate due to the maturity of the students, or is materially disruptive to the educational process will not be tolerated.

The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media.

NON-SCHOOL SPONSORED PUBLICATIONS AND WEBSITES ACCESSED OR DISTRIBUTED AT SCHOOL

Students are prohibited from accessing and/or distributing at school any written or electronic material, including material from the Internet:

1. that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. that violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright;
3. that is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, or contains indecent and vulgar language;

4. that is primarily intended for the immediate solicitation of funds; or

5. that, in kindergarten through eighth grade, is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to

such outside source as long as the material to be distributed or accessed is primarily prepared by students.

The distribution of non-school-sponsored written material shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the material is endorsed by the School District.

Accessing or distributing "at school" includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

Student-Created or Distributed Written or Electronic Material Including Blogs

A student may be disciplined for creating and/or distributing written or electronic material, including Internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members. Please refer to Board Policy 7:310 and 7:160 for further information.

Consequences may include the following:

1. Notification of parents/guardians and loss of computer use privileges
2. Other consequences according to Palos South's discipline procedures and Board of Education policy – Section 7- Students
3. If appropriate, law enforcement agencies will be involved.



FOOD PRACTICES:

Due to the sanitary problems that arise with having food in the classroom and the increasing number of students with significant food allergies, classrooms at Palos South are designated to be food-free. Staff members will make arrangements to use designated classrooms if it is necessary for the students to have food to complete a school assignment.

Often times, students forget their lunches. If a parent brings his or her child a lunch, please have it labeled and leave it in the office where there are bins marked for each grade level.

Bringing in food for multiple students is not allowed. Nor will the office staff accept any deliveries from fast food establishments, or any type of birthday treats. These are items such as, but not exclusive to, cupcakes, candy, birthday cake or pizza. Only water will be permitted outside of the Commons.

GUM CHEWING

Palos South is a gum-free environment. If a student has gum, he/she will be given a warning. On the second offense, the student will be referred to the office for a consequence.

LUNCHROOM:

A hot lunch program is operated on a daily basis. However, there will not be any lunch program on either hot dog days or theme lunches.

Students may also bring their own lunch. Milk and drinks may be purchased on a daily basis. Students eat lunch in the Commons. Students are expected to use courtesy and common sense while eating lunch. It is expected that every student will conduct himself/herself in the same manner as he/she would while dining at home or in a restaurant. Student may be referred to lunch detention room or the main office if they are not acting appropriately.

Lunch tickets are available for purchase; either in the morning or after lunch has been served. If a student comes to lunch with the intent of purchasing a ticket, he or she must wait until the others have been served. Lunches cannot be purchased on "credit."

LUNCHROOM PROCEDURES:

Students are expected to come to lunch and eat in a quiet and orderly manner.

- All students are to use the "Two Foot Rule" when talking in the lunchroom. This means that a student's voice would not project beyond two feet.
- Students are to remain at their table unless they are throwing out their garbage or have permission to go somewhere.
- All students must have permission to leave the Commons for any reason. If they have a pass to leave the Commons, they must sign out.
- The attention signal will be given approximately five minutes before students are dismissed. Students must then make sure that their tables are cleared off and the floor underneath the table is clean.
- Students will then be dismissed table by table or row by row.
- Students are not allowed to use the vending machines during school hours.

ELIGIBILITY STANDARDS:

Every Palos South Middle School student will be expected to conform to behavior and academic standards in order to participate in activities outside of the regular school day.

A. ACADEMIC

A teacher may notify a parent/guardian of a student's academic failure at any time during the course of the school year. A teacher/student conference may be held to discuss the class grade.

B. DISCIPLINE

Any student who receives an in-school suspension will become ineligible for extra-curricular sports and clubs for 5 days. Any student who is suspended from school will become ineligible for 10 school attendance days. Parents will be notified by receiving copies of all referrals/ detentions and suspensions.

It will be the responsibility of the student to improve attitude and behavior in school. Any student who does not receive any additional referrals or detentions will regain eligibility after the stated period of time.

INELIGIBILITY:

1. ATHLETIC/EXTRA-CURRICULAR PARTICIPATION

Students who are receiving either 2 (Ds) or 1 (F) on the most current grade report, will be ineligible for extra-curricular clubs/sports. It is the responsibility of the student to be aware of his/her grades. The club supervisor will determine if/when the student will be eligible to participate.

Students may try out for sports while they are ineligible; however, they may not practice or participate in games until they have regained eligibility. If any student remains ineligible for longer than a four-week period, they may be dropped from the sport.

2. EVENTS

All special events, such as field trips or assemblies, are viewed as student privileges. In order to participate, students are expected to be currently eligible and display appropriate conduct. Students who are ineligible for academic or behavioral reasons may be disqualified from attending extracurricular events, parties, or extracurricular field trips.

3. PBIS REWARDS

Students will be ineligible for PBIS quarterly incentives if they receive one of the following: 1 OSS, 1 ISS, or 2 or more office referrals. In addition, students may be ineligible based on teacher/ team policy.

HARASSMENT POLICY:

No person, including a District employee or agent, or student, shall harass, intimidate or bully another student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status. The District will not tolerate harassing, intimidating conduct, or bullying, whether verbal, physical, or visual, that affects tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using

derogatory slurs, causing psychological harm, threatening or causing physical harm, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Complaints of harassment, intimidation or bullying are handled according to the provisions on sexual harassment below. The Superintendent shall use reasonable measures to inform staff members and students that the District will not tolerate harassment, intimidation or bullying by including this policy in the appropriate handbooks.

Sexual Harassment Prohibited

Sexual harassment of students is prohibited. Any person, including a district employee or agent, or student, engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and/or engages in other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. has the purpose or effect of:
 - a. substantially interfering with a student's educational environment;
 - b. creating an intimidating, hostile, or offensive educational environment;
 - c. depriving a student of educational aid, benefits, services, or treatment; or
 - d. making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms "intimidating," "hostile," and "offensive" include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Students who believe they are victims of sexual harassment or have witnessed sexual harassment, are encouraged to discuss the matter with the student Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, or a Complaint Manager. Students may choose to report to a person of the student's same sex. Complaints will be kept confidential to the

extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.

An allegation that one student was sexually harassed by another student shall be referred to the Building Principal, and/or Assistant Building Principal for appropriate action.

The Superintendent shall identify the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. At least one of these individuals will be female, and at least one will be male. This information will be communicated through the appropriate handbooks, the District newsletter, and in each building office.

Any District employee who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any District student who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students. (Please refer to Board Policy 7:20)

PREVENTING BULLYING, INTIMIDATION AND HARASSMENT:

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal. The Superintendent or designee shall develop and maintain a program that:

1. Fully implements and enforces each of the following Board policies:

a. 7:310, Restrictions on Publications and Written or Electronic Material. This policy prohibits students from: (i) accessing and/or distributing at school any written or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (ii) creating and/or distributing written or electronic material, including Internet material and blogs, that

causes substantial disruption to school operations or interferes with the rights of other students or staff members.

b. 7:20, Harassment of Students Prohibited. This policy prohibits any person from harassing or intimidating a student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status.

Full implementation of the above policies includes: (a) conducting a prompt and thorough investigation of alleged incidents of bullying, intimidation, or harassing behavior, (b) providing each student who violates one or more of these policies with appropriate consequences and remedial action, and (c) protecting students against retaliation for reporting such conduct.

2. Examines the appropriate steps to understand and rectify conditions that foster bullying, intimidation, and harassment; this contemplates taking action to eliminate or prevent these disruptive behaviors beyond traditional punitive disciplinary actions.

3. Includes bullying prevention and character instruction in all grades in accordance with State law and Board policy 6:60, Curriculum Content. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, Student Social and Emotional Development.

4. Fully informs staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes: (a) communicating the District's expectation – and the State law requirement – that teachers and other certificated employees maintain discipline, and (b) establishing a process for staff members to fulfill their obligation to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.

5. Encourages all members of the school community, including students, parents, volunteers, and visitors, to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.

6. Actively involves students' parents/guardians in the remediation of the behavior(s) of concern. This includes ensuring that all parents/guardians

are notified, as required by State law, whenever their child engages in aggressive behavior.

7. Communicates the District's expectation that all students conduct themselves with a proper regard for the rights and welfare of other students. This includes a process for commending or acknowledging students for demonstrating appropriate behavior.

8. Annually communicates this policy to students and their parents/guardians. This includes annually disseminating information to all students and parents/guardians explaining the serious disruption caused by bullying, intimidation, or harassment and that these behaviors will be taken seriously and are not acceptable in any form.

9. Engages in ongoing monitoring that includes collecting and analyzing appropriate data on the nature and extent of bullying in the District's schools and, after identifying appropriate indicators, assesses the effectiveness of the various strategies, programs, and procedures and reports the results of this assessment to the Board along with recommendations to enhance effectiveness.

10. Complies with State and federal law and is in alignment with Board policies. This includes prompting the Board to update the policy beginning every 2 years after its initial adoption and filing this policy with the Illinois State Board of Education after the Board adopts or updates it.

(Please refer to Board Policy 7:180)

PALOS DISTRICT 118 COMPLAINT MANAGERS

Dr. Margaret Johnson, the Asst. Supt. of Teaching and Learning, or Mr. Anthony Scarsella, the Asst. Supt. of Business Services
Central Administration Office
8800 W. 119th Street
Palos Park, IL 60464
1-708-448-4800

PROMOTION AND RETENTION POLICY:

Promotion from one grade to the next is NOT automatic. Regular attendance and consistent effort

by students will usually result in promotion to the next grade. However, students who fail to make adequate progress may be retained. Failing to make adequate progress shall consist of either:

- Receiving unsatisfactory grades in two full-term subjects, which are those subjects that meet five days a week; and/or
- Receiving unsatisfactory grades in one full-term and two part-term subjects, which are those subjects that meet less than five days a week.

CRITERIA FOR UNSATISFACTORY GRADES MAY INCLUDE THE FOLLOWING:

- Failing to demonstrate mastery of basic academic skills
- Excessive absenteeism which results in student's inability to satisfactorily complete required assignments
- Refusal to complete required assignments which will result in a lack of mastery of appropriate skills

OUTSIDE ACTIVITY POLICY:

The Palos South discipline code shall apply to any School sponsored or endorsed activity, including those held off school grounds/after school hours.

WEAPONS POLICY:

A student, who uses, possesses, controls, or transfers a weapon, or any object that can reasonably be considered, or looks like, a weapon, shall be expelled for at least one calendar year, but no more than two calendar years. The Superintendent may modify the expulsion period and the Board may modify the Superintendent's determination, on a case-by-case basis. A "weapon" means possession, use, control, or transfer of the following:

- (1) Any gun, rifle, shotgun, or weapon as defined by Section 921 of the Firearm Owners Identification Act, or use of a weapon.
- (2) Any other object if used or attempted to be used to cause bodily harm, including but not limited to, knives, brass knuckles, billy clubs, or
- (3) "Look-alikes" of any weapon as defined above.

Any item, such as a baseball bat, pipe, bottle, lock, stick, pencil, or pen, is considered to be a weapon if used or attempted to be used to cause bodily harm.

Please refer to the District 118 Board of Education policy, which is found in 7:190 on Student Discipline and Prohibited Student Conduct.

Palos South **Discipline Code**

DETENTION PRACTICES: OFFICE-ISSUED

Detentions are assigned as a consequence of inappropriate behavior. In order to assure that students take detentions seriously, any student receiving a 4th detention in one quarter will have a parent conference. Any student receiving a 5th detention in one quarter will receive a school suspension. Each succeeding detention may result in a school suspension.

The Discipline Code of Palos South School gives examples of inappropriate student behavior, prescribes equal disciplinary actions for misconduct, and suggests specific actions for remediating prohibited behaviors. Administrators are to use reasonable judgment when administering the code.

The code is based on the premise that rules must be fair and firm and comply with the individual's constitutional and other legal rights. A student's age and maturity, as well as mitigating circumstances may require that different types of disciplinary action be used.

This code has been developed by teachers and administrative staff at Palos South after a great length of time and deep consideration of each section. It is designed to ensure that Palos South will have a climate that brings out the best qualities in both the teacher and the student, allowing for individual growth and difference. Foremost, this code is a tool to reduce misconduct and thereby increase the educational benefits to which all students have rights. For further information, please refer to Board of Education policy 7:190.

The grounds for disciplinary action, apply whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any other time when the school is being used by a school group;
2. Off school grounds at a school sponsored activity, or event, or any activity or event which bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if: (a) the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member; (b) the conduct may reasonably be considered to be an interference with school purposes or an educational function; or (c) the student's presence at school may reasonably be considered to create an interference with school purposes or an education function.

The acts that are listed below follow a spectrum of consequences. Each incident is viewed on a case-by-case situation. When determining a disciplinary consequence, the administrator consults the Palos School District 118 Board of Education policies, particularly Item 7:190 on Student Discipline and Prohibited Student Conduct. This portion of the District's policies is available on our district website, www.palos118.org. If you are unable to access that, you may contact the school office, which will provide a hard copy of the policy.

LEVEL I ACTS OF MISCONDUCT

1. Disobeying or showing disrespect to teachers, principals, or other staff members
2. Failure to follow classroom, lunchroom, or school rules
3. General horseplay
4. Inappropriate dress - (See expanded policy)
5. Insulting or derogatory behavior or remarks
6. Leaving the classroom without permission
7. Littering of halls, sidewalks, yards
8. Loitering
9. Tardiness
10. Urging other students to engage in acts of misconduct
11. Using or writing indecent or offensive language and/or gestures

CONSEQUENCES

Minimum- Teacher/student conference

Maximum- Parent notification and/or detention

LEVEL II ACTS OF MISCONDUCT

1. Bullying, intimidation or harassment towards others
2. Cheating or copying
3. Destroying school property or property of others
4. Disrespect toward staff members
5. Forgery or use of forged notes or excuses
6. Inappropriate use of computer or other technological equipment
7. Inciting other students to engage in acts of gross misconduct
8. Leaving the building/grounds without permission
9. Persistent acts of disobedience or misconduct in Level I
10. Physically aggressive behavior, such as pushing, shoving, or kicking
11. Possession of items that may hurt or harm others
12. Profane, obscene, indecent, immoral, seriously offensive language, gestures, propositions, or exhibitions
13. Sexual harassment
14. Stealing or possession of stolen goods
15. Truancy

CONSEQUENCES

Minimum-Parent/student/administrator conference

Maximum- Expulsion

LEVEL III ACTS OF MISCONDUCT

1. Bomb threats, false fire alarms, or setting fires
2. Extortion
3. Fighting
4. Furnishing or selling controlled substances (drugs or alcohol)
5. Gang related behavior
6. Possession, use of, or under the influence of alcohol
7. Possession, use of, or under the influence of controlled substances (drugs or tobacco)
8. Possession of drug paraphernalia or drug look-alikes
9. Possession of weapons, look-alike weapons, or items that can be used as weapons
10. Striking/hitting and/or threatening any staff member

11. Use or possession of explosives, flammables (including matches and lighters), or any other noxious substances
12. Verbal or written threat to use weapons
13. Other acts of misconduct which are seriously disruptive and/or create a safety hazard to students, staff and/or school property

CONSEQUENCES

Minimum -Suspension

Maximum -Expulsion

Note: The police may be notified for the above acts of misconduct. These acts of misconduct may result in a ten-day suspension with recommendation for expulsion.



SCHOOL COMMITMENTS

FACULTY COMMITMENTS

Our faculty will do the following:

Act in a professional manner with integrity and honesty.

Communicate with parents regularly about their student's progress in school.

Encourage students to attend, participate, and grow to meet their own individual potential and talents.

Encourage students to think critically, to act responsibly, and to develop appropriate social behaviors.

Expose students to a variety of opportunities to develop and nurture them as life-long learners.

Foster an awareness of self-respect and respect for others.

Hold high expectations for student achievement, including pride and ownership of work.

Promote academic and extra-curricular activities, in which students have the opportunity to become exposed to enriched environments.

Support the idea that education is the product of teamwork and cooperation.

Support building policies, which create a safe and healthy environment.

PARENT COMMITMENTS

Our parents will do the following:

Make sure their children attend school on a regular basis.

Encourage their children to participate in academic, social, and athletic activities.

Model good choices and behavior.

Monitor use of assignment notebooks.

Monitor students' progress/attendance on Skyward, including checking midterm grades.

Provide a place and time for their children to study without distraction.

Support their children in following school rules.

Set a positive example for drug, alcohol, and tobacco prevention.

Take time to investigate and become informed before taking action in situations.

Volunteer and participate in activities sponsored by the school.

STUDENT COMMITMENTS

Our students will do the following:

Exhibit honesty, respect, and responsibility

Attend school on a regular basis.

Look for opportunities to participate in academic, social, and athletic activities.

Exhibit good decision-making skills and positive behavior.

Utilize the school-issued assignment notebook.

Monitor grades on Skyward.

Establish a place and time to study without distraction.

Follow school rules set before him or her.

Be drug and alcohol free.

Think before reacting.

Welcome their parents in being active participants in our school.



SPECIAL SCHEDULES

Schedule A

1:30 Assembly/Curriculum Night

C/C	8:30 – 8:50
1 st Period	8:53 – 9:21
2 nd period	9:24 – 9:52
3 rd Period	9:55 – 10:23
7 th Period	10:26 – 10:54
8 th Period	10:57 – 11:23
4 th Period	11:26 – 11:56 (7)
	11:26 – 12:09 (6 & 8)
5 th Period	11:59 – 12:43 (7)
	12:12 – 12:43 (8)
	12:12 – 12:54 (6)
6 th Period	12:46 – 1:29 (7 & 8)
	12:57 – 1:29 (6)

Students will be dismissed from 6th Period at 1:29 for Curriculum Night.

Schedule C

Late Start

C/C	9:30-9:40
1 st Period	9:43-10:17
2 nd Period	10:20-10:54
4 th Period	10:57– 11:27(7)
	10:57 – 11:37 (6 & 8)
5 th Period	11:30 – 12:10 (7)
	11:40 – 12:10 (8)
	11:40 – 12:20 (6)
6 th Period	12:13 – 12:53 (7 & 8)
	12:23 – 12:53 (6)
3 rd Period	12:56– 1:31
7 th Period	1:34-2:09
8 th Period	2:12-2:47

Schedule E

9:00 Assembly

C/C	8:30 – 8:50
Assembly	9:00
1st Period	10:30 – 11:00
4 th Period	11:03 – 11:33 (7)
	11:03 – 11:43 (6 & 8)
5 th Period	11:36 – 12:16 (7)
	11:46 – 12:12 (8)
	11:46 – 12:26 (6)
6 th Period	12:19 – 12:59 (7 & 8)
	12:29 – 12:59 (6)
2 nd Period	1:02 – 1:26
3 rd Period	1:29 – 1:53
7 th Period	1:55 – 2:19
8 th Period	2:22 – 2:47

Schedule B

½ day Teacher Institute

C/C	8:30 – 8:40
1 st Period	8:43 – 9:00
2 nd Period	9:03 – 9:21
3rd Period	9:24 – 9:42
4 th Period	9:45 – 10:03
5 th Period	10:06 – 10:24
6 th Period	10:27 – 10:45
7 th Period	10:48 – 11:06
8 th Period	11:09 – 11:30

Schedule D

½ Day/9:00 Assembly

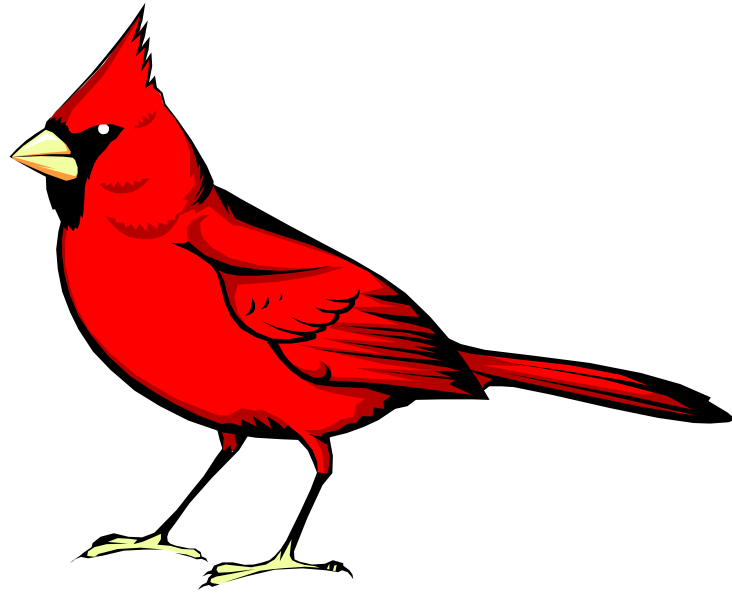
C/C	8:30 – 8:50
Assembly	9:00
1 st Period	10:30 – 10:48
2 nd Period	10:51 – 11:09
7 th Period	11:12 – 11:30

Schedule F

9:30 Assembly

C/C	8:30 – 8:40
1 st Period	8:43 – 9:20
At 9:20 report back to connections and listen for announcement to dismiss for assembly (in gym)	
2 nd Period	10:30 – 11:00
4 th Period	11:03 – 11:33 (7)
	11:03 – 11:43 (6 & 8)
5 th Period	11:36 – 12:16 (7)
	11:46 – 12:16 (8)
	11:46 – 12:26 (6)
6 th Period	12:19 – 12:59 (7 & 8)
	12:29 – 12:59 (6)
3 rd Period	1:02 – 1:35
7 th Period	1:38 – 2:10
8 th Period	2:13 – 2:47





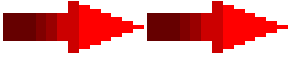


I have read the Palos South Middle School 2011-2012 Student Handbook. I have reviewed the General School Policies, the Standards of Conduct, the Palos South Discipline Code, the Palos South Electronic Usage Policy, and the Palos South Extra-Curricular Code of Conduct.

Parent Signature _____

Student Signature _____

Student's Name and Grade Level (Please print) _____

PALOS SOUTH MIDDLE SCHOOL 2011-2012 CLASS SCHEDULE

	6 th	7 th	8 th
ZERO HOUR 7:44-8:27			
CARDINAL CONNECTIONS 8:30-8:50	SAME	SAME	SAME
1 ST PERIOD 8:53-9:36	SAME	SAME	SAME
2ND PERIOD 9:39-10:22	SAME	SAME	SAME
3 RD PERIOD 10:25-11:08	SAME	SAME	SAME
4TH PERIOD	11:11-11:54	LUNCH 11:11-11:41	11:11-11:54
5 TH PERIOD	11:57-12:40	11:44-12:27	LUNCH 11:57-12:27
6 TH PERIOD	LUNCH 12:43-1:13	12:30-1:13	12:30-1:13
7 TH PERIOD 1:16-2:00	SAME	SAME	SAME
8 TH PERIOD 2:03-2:47	SAME	SAME	SAME

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