

# PFMS SPARTAN STUDENT AGENDA 2017-2018



## POST FALLS MIDDLE SCHOOL

Brad Harmon, Principal  
Grades 6-8

301 E. 16<sup>th</sup> Avenue  
Post Office Box 40  
Post Falls, Idaho 83877  
Telephone: (208) 773-7554  
Fax: (208) 773-0884

### This School Agenda Belongs To:

Name \_\_\_\_\_ Advisory Teacher \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone Number \_\_\_\_\_

### Daily Schedule

School Begins at 7:50 a.m. and dismisses at 2:25 p.m.  
Students may enter the cafeteria & small gym at 7:20, and large gym at 7:25 a.m.  
Students are dismissed into the halls and classrooms at 7:40 a.m.  
Monday's Teacher Collaboration School Begins at 8:15 and dismisses at 2:25

### Current Progress Report Website

<http://www.pfsd.com/family link/>  
Student's Login Name and Password are available in the office.

This handbooks provides a summarized version of the disciplinary policy and rules adopted by the Board of Trustees of the Post Falls School District. More complete information, rules and policies are set forth in the Post Falls School District policy manual. Students have the responsibility to know, respect, and abide by the rules, policies, and regulations of the school district. A copy of the manual is kept in the main office and is available online at <http://www.pfsd.com/Board%20Documentation>. Please see Series 500 Student Personnel.

**WELCOME TO  
POST FALLS MIDDLE SCHOOL**

This school is called a middle school because it provides an education designed for youngsters who have completed an elementary program and are preparing for high school. You will have an opportunity to explore many new activities and educational experiences as well as improving your basic academic skills. As with most of life, you will find that your personal growth will depend on the amount of effort extended.

The purpose of this agenda is to provide information concerning the opportunities of the middle school. The staff and the parents are partners in helping you to learn and grow personally during your three years as a middle school Spartan. This agenda contains information that will be useful to you throughout the year; you will be asked to refer to it often. If you have questions that this agenda does not answer, do not hesitate to seek help from one of your teachers, the principals, or counselors.

The faculty wishes to take this opportunity to welcome back the “returning” students and to extend a friendly welcome to the “new” students. We hope that you will find the years spent at PFMS pleasant and profitable, and we especially want to wish you a successful school year. We are pleased to have you as a member on the Post Falls Spartan school team. Welcome aboard☺.

**POST FALLS MIDDLE SCHOOL Certified Staff**

Brad Harmon.....	Principal
Tabitha Booth.....	Vice Principal
Monica Adams.....	8 <sup>th</sup> Math
Scott Alexander.....	8 <sup>th</sup> Math
Brad Anderson.....	Industrial Arts
Landon Anderson.....	7 <sup>th</sup> Social Studies
Suzanne Courtney.....	Consumer Science
Jessie Browning.....	7 <sup>th</sup> Grade Math
Mary Byrne.....	Physical Education
Brian Carlson.....	8 <sup>th</sup> U.S. History, Athletic Director
Andrew Collier.....	Band
Ann Cunningham.....	Gifted & Talented
Kristin DeWalt.....	6 <sup>th</sup> Grade
Rebekah Diaz.....	Health, Physical Education
Will Fridinger.....	7 <sup>th</sup> Social Studies
Patricia Greer.....	7 & 8 English & Electives
Elana Hall.....	6 <sup>th</sup> Grade
Jessica Hammond.....	6 <sup>th</sup> Grade
Josh Hansen.....	6 <sup>th</sup> Grade
Ryan Heasty.....	7 <sup>th</sup> English
Caitlin Hicks.....	6 <sup>th</sup> Grade
Laura Hollenbeck.....	6 <sup>th</sup> Grade
Maureen Howard.....	7 <sup>th</sup> Science
Ava Hoyer.....	Special Education
Sandy Jackson.....	7 <sup>th</sup> English
Lorie Kalosky.....	Special Education
Katherine Kosareff.....	Librarian
Paul Mael.....	8 <sup>th</sup> English
Stefan Norris.....	Health, Physical Education
Brian O'Rourke.....	7 <sup>th</sup> Science
Steve Ostrom.....	Coding, Computers, 7/8 <sup>th</sup> Media Prod.
Sara Pence.....	6 <sup>th</sup> Grade
Kim Petersen.....	7 <sup>th</sup> Math
Arielle Pouye.....	8 <sup>th</sup> Science
Jordan Ramsey.....	8 <sup>th</sup> English
Erin Ranney.....	6 <sup>th</sup> Grade
Tony Sabala.....	LifeSkills
Adam Schwaderer.....	Physical Education
Brittany Schwaderer.....	Art
Ron Simpson.....	8 <sup>th</sup> Science
Lori Stephens.....	6 <sup>th</sup> Grade

Jeromy Swanson.....	Special Education
Curtis Trackwell.....	Counselor M - Z
Roman Vasquez.....	8 <sup>th</sup> U.S. History
Rebecca Vellucci.....	Choir, Music
Vivian Ward.....	6 <sup>th</sup> Grade
Marni Wattam.....	A-L Counselor
Marilyn Ludden.....	School Nurse
Kerri Zeller.....	Attendance Secretary, Registrar
Lori Wilhelm.....	Accounting Secretary
Connie Toal.....	Secretary Assistant
<b>District Personnel (773-1658)</b>	
Jerry Keane.....	Superintendent
Becky Ford.....	Assistant Superintendent
Carol Treat.....	Special Education Director
Becky Denney (777-7227).....	Kitchen Supervisor

**2017-2018 PFMS CALENDAR**

Sept. 5.....	First day of School
Oct. 6.....	Statewide In-service Day (No School K-12)
Nov. 3.....	End of First Qtr / Workday (No School K-12)
Nov. 20.....	Conferences (No School K -12)
Nov. 21-26.....	Thanksgiving Break (No School K-12)
Dec. 18-Jan. 1.....	Christmas Break (No School K-12)
Jan. 15.....	Martin Luther King Jr. Day (No School K-12)
Jan. 26.....	End of Second Qtr/Work Day (No School K-12)
Feb. 19.....	Presidents Day (No School K-12)
Mar. 21.....	End of Third Qtr /Work Day (No School K - 8)
Mar. 22.....	Conferences (No School K - 8)
Mar. 23.....	End of 3 <sup>rd</sup> Qtr. (No School K-12)
March 26-March 30.....	Spring Break (No School K-12)
May 28.....	Memorial Day (No School K-12)
June 8.....	End of Fourth Quarter & Last day of School
June 25.....	Last day for Principal's & Secretaries

**STATEMENT OF NONDISCRIMINATION**

All educational programs and activities within the Post Falls School District are made available to all qualified persons without regard to sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color or disability. This holds true for all students who are interested in participating in educational programs and/or extra-curricular school activities.

**INSURANCE**

Insurance forms will be provided to each student the first week of school. Parents may purchase coverage for an accident during school time which will also cover the student for any school sport. Full time coverage is also available.

**VISITORS**

Any visitor to the school or school grounds must report to the office, have their driver's license scanned, and sign in. A visitor's pass will be issued when appropriate. All visitors are expected to leave promptly when their business is completed. **Student age visitors or students from other schools will not be allowed.**

**LOCKERS AND LOCKS**

All students will be provided lockers with locks through the advisory teacher. The school retains control over lockers, and reserves the right to inspect them without prior notice or consent. It is the responsibility of the student to keep the locker clean and locked. Once students have been assigned a locker, they are not to change lockers or partners at any time during the school year without permission from the principal. Giving out combinations to other students is not allowed as this becomes a risk to student property and privacy. If a locker does not work correctly, it is the student's responsibility to let his/her advisory

teacher know as soon as possible. There will be no locker sharing with opposite gender.

### ABSENCES

Parents/guardians must contact the attendance secretary by phone (773-7554) or with a note for each absence. The note must contain the student's name, dates of absence, reason for absence, and the parent's signature or a note from the Doctor. Students will be allowed one day per day of absence to complete any work missed. After a student is absent for three (3) or more days, the office staff will collect any available homework for the student. Family Link website is useful for absences shorter than three days. Students are allowed up to 9 absences per semester after which truancies can occur. For planned absences, parents are to call the office and confirm the dates. It is the student's responsibility to pick up a form at the front office and to gather their homework.

### APPOINTMENTS DURING SCHOOL

If a student has a doctor, dental, or similar type of appointment scheduled during school, he or she must report to the office before leaving with a note from the parent stating the type and time of the appointment. **Parents must sign students out before they can leave.**

### TRANSFERS OR WITHDRAWALS

If you plan to withdraw or transfer to another school, a parent/guardian must notify the office in advance. Obtain a final check out sheet on your last day and present it to each of your teachers along with any books/materials. Teachers will record the appropriate information and sign it. Return this form to the office for final check out.

### HALL PASSES

Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a hall pass. This includes going to the nurse.

### ILLNESS AT SCHOOL

If a student becomes ill during school, she or he should check with the office immediately. Students will be allowed to go home only if parents are contacted and agree. A sick room is available.

### MEDICATIONS

All medications (over the counter or prescription) must be kept in the office with a written note from the parent/guardian, or physician. The note must indicate who is to receive the medication, appropriate dosage, and frequency. A form is provided in the office. All students will take any medication under direct supervision of trained office staff member. The office will not issue or administer aspirin, Tylenol, or ibuprofen without a permission slip.

### GUIDANCE & COUNSELING SERVICES

You and your parents are encouraged to seek the services of the school counselors at the middle school during school hours. You may talk with a counselor confidentially and privately about educational, vocational, and/or social-personal matters.

### COURSE OFFERINGS

#### Required Classes

<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>
English	English	English
Science	Science	Science
Math	Math	Math
Social Studies	Soc Studies	Soc Studies
Exploratory/Band	PE & Health	PE & Tech.

### Available Elective Classes for Grades 7&8

A variety of Music, PE, Art, Computer classes, Shop, Journalism, Young Living, Teacher Aide, STEM, and Leadership are offered.

### STUDENT SCHEDULES

Student class elective changes will only be honored within the first week of the semester. Changes will only be allowed when it is in the student's best interest and does not cause the overloading of a class. Schedule changes after the start of school or a semester are considered only to correct an error or adjust students to the proper level of subject difficulty. There will be no schedule changing simply for student preference. Students assigned to specific teaching teams are there for the school year.

### GRADING SYSTEM

Letter grades are used with the following meanings; "A" excellent, "B" above average, "C" average, "D" below average, and "F" failing. Plus and minus marks are used at the option of teachers. An incomplete mark (I) is given when extended absences makes evaluation impossible at the end of a quarter. In the case of a long term medical absence, teachers are to give the students a reasonable time, but not more than two weeks beyond the end of a quarter, to make up all incomplete work. If work is still incomplete, the grade is changed to "F".

### STUDENT HONOR ROLL

Students who earn a 3.00 or "B" average will be placed on the Honor Roll. A grade point average of 3.50 or higher will place a student on the Principal Honor Roll. Bright orange "Spartan Spirit" cards may also be mailed home periodically to let families know a student is doing well. If the card is signed and returned to the office, students will be entered into a drawing and honored at an academic assembly.

### REPORT CARDS and FAMILY LINK

Report cards will be mailed home the week following the end of each nine week quarter. Grades are available throughout the quarter on the Family Link system. Go to <http://www.pfsd.com>. Click FAMILY LINK. Enter the student Login name and PASSWORD. Passwords are available from the PFMS office. Parents and students can view grades and attendance data at this site.

### TELEPHONE/CELL PHONES

A student phone is available in the hall across from the office between classes, at lunch, and before/after school. **Cell phones are strongly discouraged at school. A Bring Your Own Device Document is to be signed and returned to the advisory teacher in order for cell phones to be used for educational purposes, at teacher discretion. Cell phones will not be allowed during passing periods. However, students may use cell phones before school, after school, and at lunch.**

### FOOD SERVICE PROGRAMS

A variety of breakfast and lunch items are available through the Food Service Program. Students may take all menu items or may refuse one or two items offered each day, with the price remaining the same. Those students with any type of food allergies are required to have a signed physician's medical statement for special needs diet on file with the school nurse.

MealTime on line pay and lunch menus are available on the district website: [www.pfsd.com](http://www.pfsd.com). Students are served lunches that meet Federal regulations on nutritional value and food group balance. A breakfast program is also available for all students who wish to participate.

<u>Breakfast</u>	<u>Lunch</u>
Grades 6 – 8..... \$1.85 Adult (includes tax)... \$2.25	Grades 6 – 8.....\$2.75 Adult (includes tax).....\$3.65
Reduced price breakfasts for students remains at 30¢. School breakfast is offered in all buildings.	Reduced price lunches for students remain at 40¢.

Parents/guardians may pay in advance for their child’s meals. Child Nutrition Programs policy is no change will be given to a student without written parental request.

**ID CARDS**

**Students must bring their student ID card to the cafeteria if purchasing school breakfast/lunch. Students without an ID card will only be allowed to eat an alternate meal. Should you have any questions regarding the school lunch or breakfast programs contact the Child Nutrition Programs office at 208-773-1625.**

**FIRE, EMERGENCY DRILLS, and LOCKDOWN**

Fire and emergency drills will be held several times during the school year. You will be instructed early in the year on procedures to follow in the event of a fire or an emergency situation. Fire exit maps will be posted in each room. Students are expected to listen, follow all staff instructions, and act in a calm manner during all drills and emergencies.

**SCHOOL DANCES/ACTIVITIES**

PFMS may sponsor up to two school dances each year. Students who do not wish to attend the dance may attend an alternative activity. Attending any special school activity is a privilege. Students who wish to attend the dances must keep good grades, earn few tardies, and obey school rules regularly. A more detailed set of rules will be taught in advisory and a copy is also available by request. These social events will be held during the last two periods of the day. The day’s schedule will be adjusted so that all core classes are still held on these days. Only PFMS students will be allowed to attend activities. **The dress code applies on these special occasions.**

**INTERSCHOLASTIC ACTIVITIES Code Rules**

**1. Academic Progress**

A student-athlete who has a failing grade during any weekly progress check is ineligible to practice or play until they improve the low grades. Student-athletes must be passing all classes during a sport season in order to participate on the team. Any student-athlete not passing a class will report to an after school study room until they earn a passing grade. If a student-athlete makes the decision to not attend after school study room or not to work conscientiously to improve failing grades, he or she has made the decision to not participate in the sport.

**2. School Attendance**

- A. A student-athlete must attend school the full day of an event in order to participate in the event. A planned absence, presented to the athletic director at least 24 hours in advance, may be excused by the athletic director. If a contest is on a Saturday, the student-athlete must have attended class for a full day on the prior school day.
- B. Students who are suspended from school for one period or more, either in-school or out-of-school, **cannot** participate in an event on the day of the suspension.
- C. A student-athlete who is truant to any class cannot participate in an event on the day they are truant.

**STUDENT ACTIVITIES**

Students who participate in school activity programs must purchase an ASB sticker and sign an agreement to abide by the school’s activity code.

**Activities include:**

- Student Council 6, 7, 8.....School Yearbook 7, 8
- IDFY 6, 7, 8.....Music Festivals 6, 7, 8

**ATHLETICS**

- Cross Country ..... 6, 7, 8
- Volleyball ..... 7, 8
- Wrestling ..... 6, 7, 8
- Girls Basketball ..... 7, 8
- Boys Basketball ..... 7, 8
- Track..... 6, 7, 8

**STUDENT CONDUCT**

Students are responsible for behaving in a manner that allows uninterrupted learning to take place. Any disruption to the educational process, instructional effectiveness, or the learning of others is prohibited. Fighting, harassment, rumors or gossip, horseplay, or engaging in inappropriate personal displays of affection is not allowed.

**HARASSMENT/BULLYING**

Harassment -whether sexual, ethnic, racial, age, religious or handicap-related -will not be tolerated at Post Falls Middle School. Bullying will not be tolerated. Students subjected to bullying need to report incidents to the office. Students who observe bullying should report it to the office immediately.

**DISCIPLINARY ACTION**

Breaking school rules will result in students being disciplined. This could include, but is not limited to: detention, in house suspension, out of school suspension and/or expulsion.

A student who violates drug, alcohol, and weapons policies, or whose conduct is continuously disruptive of the school environment or to the instructional effectiveness of the school, or whose presence in a public school is harmful to the health and safety of other students, may be expelled from school and/or subjected to other disciplinary action.

**Written, physical, and/or verbal threats of harm to the body or property of a student or staff member will be taken very seriously.**

This includes the use of land line, cell phone, or computer web pages to harass, intimidate, or bully. Any student making a threat, whether **jokingly or not**, may be subject to a minimum three days of suspension. Depending on the severity of the incident, further action may be taken which includes, but is not limited to: parent conference, counseling, further suspension, expulsion, and notification of law enforcement. This could include a citation or charges being filed, (ID Code 18-917A).

**The following acts will be automatically referred to law enforcement: possessing, storing, carrying or using a weapon on school grounds, purposely reporting any way a false emergency (i.e. pulling a fire alarm or dialing 911), theft, and using, consuming possessing, deliver, advertising, selling, or in any way promoting the unlawful use of alcohol, drugs, or tobacco.**

**Weapons Policy:** Students who bring guns, knives, or objects constructed as weapons on school-provided transportation, to school, or to school-sponsored activities will be subject to expulsion (District Policy 504.13, IC 18-330D, Gun Free Schools Act, 1994).

**Principles and Expectations for behavior:**

*Philosophy:* All individuals at Post Falls Middle School are valued and will treat one another in a caring, fair, and respectful way.

**Tardies:**

- Tardies will be tracked by semester
- Report to the office before going to class if a tardy includes
  - Your arrival to school
  - Being ten or more minutes late to class (Unless the student has a pass from another staff member)
- Students must be seated and ready for instruction when the bell rings, or they will be marked tardy (per teacher rules).

**Tardy Violations:**

- 1<sup>st</sup> & 2<sup>nd</sup> warning
- 3<sup>rd</sup> detention to make up time
- 4<sup>th</sup> The teacher will call the parent and write up a referral to the office. School discipline will result. Loss of dance privileges may be an additional consequence.

**Conduct for arrival and departure:**

- All students will stay in designated waiting areas from 7:40 to 2:35

**Walkers**

- Stay away from bus area before and after school
- Leave the campus and proceed to your expected location as soon as school is out

**Bike riders**

- Must walk bikes on sidewalks and when other people are present. Proceed carefully on school property, avoiding pedestrians and the bus areas.

**Bus Behavior**

- Stay in designated waiting areas
- Follow all driver’s directions
- Treat the driver and other students with respect
- Stay in assigned seats
- Keep hands, feet, and objects to yourself and inside the bus (no public display of affection)
- Use soft voices

**Drop-offs and pick-ups:**

- Personal vehicles are not allowed in the back bus area. Use front drive for all pick-ups and drop offs. Rides are to be arranged ahead of time, before students arrive at school for the day.

**Student Appearance and Dress Code**

- Practice personal hygiene daily. Students and clothing must be clean.
- Any pictures or writings on clothing should be of an appropriate nature
- The following are not allowed: pajamas, slippers; foul language, indecent, suggestive, gang related, references to illegal activities, or other items determined by school personnel.
- Shirts/tops of dresses must:
  - cover chest/cleavage, back, and midriff area and cover the top of pants/skirts/shorts
  - not contain sheer material that reveals areas requiring cover-up
  - have two inch (or wider) shoulder straps, no halter tops, no crop tops
  - conceal underwear
- Pants must:
  - yoga pants & leggings must be covered by a shirt that falls to the finger tips

- be worn at or above the hips
- stay up on their own during normal activity without needing to be pulled up, or they must be appropriately secured by a belt or a drawstring
- conceal underwear
- **no sagging or bagging**

• Shorts/skirts/dresses must:

- be a length equal to the student’s downwardly extended fingertips when standing
- Clothes must meet the length requirement even if students wear leggings, stockings, or tights. Any holes in shorts, skirts, or pants must be below the fingertips as well.
- conceal underwear

• Footwear

○ **No slippers**

• Head covering/hats/bandanas

- will not be worn inside any PFMS building
- will be confiscated and can be picked up at the end of the day

• Blankets & stuffed animals are not permitted

**Dress code violations**

- Safety and appropriateness for the situation are key concerns in footwear at PFMS. Students must wear appropriate footwear at all times. Slippers are neither safe, nor appropriate, for school.
- Students wearing inappropriate clothing, pajamas, or slippers, will be asked to change immediately. Students may call a parent to bring appropriate attire for school or PFMS clothing may be offered. Repeated offenses will result in more severe consequences.

**PERSONAL BELONGINGS AT SCHOOL**

**PFMS does not assure the security of personal items or money. The school and district are not responsible for loss, theft, or damage to personal items.**

**If a student Brings Their Own Device (BYOD) students and parents must sign the BYOD Permission Form and return it to their advisory teacher.**

Electronic devices (Cell phones, 1 ear bud only, IPods, I Pads, electronic games, etc.) shall not cause a distraction or disrupt the educational process at school. All electronic devices may be confiscated when they are not used properly.

**First Offense:** Item will be taken, given to student’s advisory teacher, and returned at the end of the day by advisory teacher.

**Second Offense:** Item will be taken and parent may pick up from the office.

**Third Offense:** Item confiscated and parent picks up at the end of the semester from advisory teacher.

- The following items must not be brought to school: skateboards, rollerblades, wheelies, skates, laser pens, aerosol sprays, items of value, or large sums of money.
- Backpacks or large handbags need to remain in lockers during the day.
- To limit distractions at school, flowers or balloons delivered during the school day will be held in the office until the end of the day. Students are not allowed on the buses with any type of glass.

**National Junior Honor Society Requirements: GPA 3.5 or above, 6 hours of service learning, leadership, citizenship, recommendations, and essay.**

**Honorary Status Requirements:**

- Outstanding Citizenship
- no unpaid fines
- grade point average 2.5 or above
- participates one or more extra-curricular activity
- approval of over 80% of current teachers + 1 staff members + 1 administrator

**Privileges include but are not limited to:**

- Eligible for T.A. jobs, 4 punches on “Academic Achievement Card”
- Honors pen and certificate

**Exemplary Status Requirements:**

- Outstanding Citizenship
- no unpaid fines
- grade point average is 3.2 or above
- participates two or more extra-curricular activities
- approval of all current teachers, 2 staff members + 1 administrator
- has contributed to 5 or more hours of community service per semester

**Privileges include but are not limited to:**

- Eligible for T.A. jobs, eligible for ASB office positions , and 6 punches on “Academic Achievement Card”
- Exemplary Status pin, honors pen and certificate



**Punch Card:** 50 cents off concession stand  
\$1 off dance ticket  
Free attendance to PFMS sporting event  
1 late assignment (teacher judgment)  
Homework pass (teacher judgment)  
3 minute early release to lunch on Friday  
Entry into Jackpot drawing at end of year

**Cards will not be replaced.**

**Gotcha Slips:** All students are eligible to earn a *Gotcha* slip as a reward for positive behavior

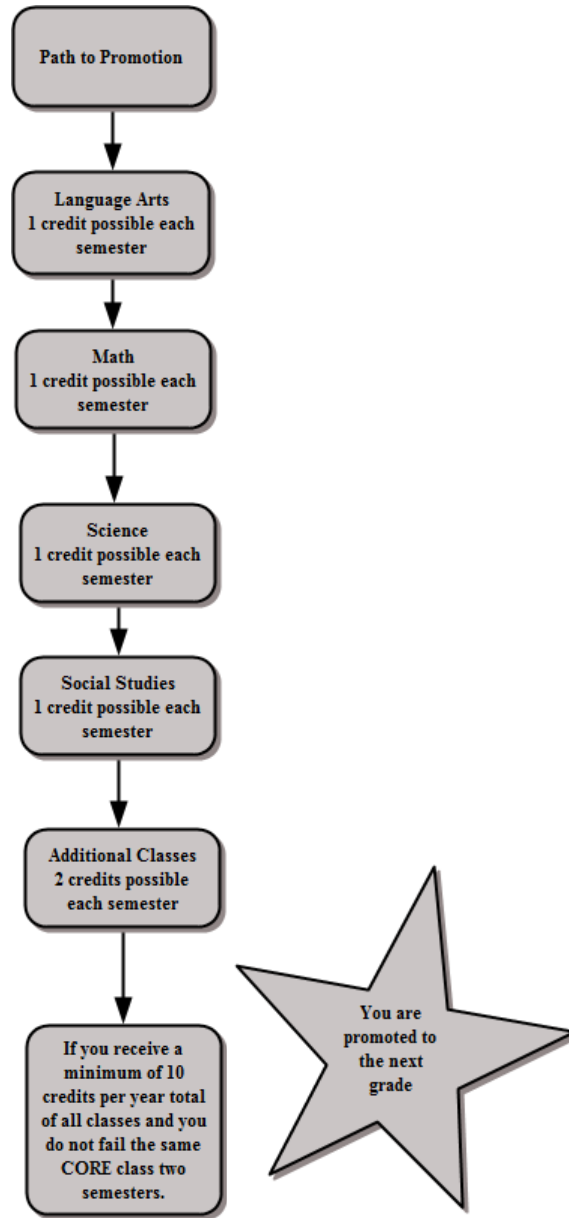
- Weekly drawings will be held for prizes

**Travel light and go far... The view from the top is worth the climb.**

**Attention 7<sup>th</sup> & 8<sup>th</sup> Grade Students!**

A **middle school credit system** began in Idaho during the 2010-2011 school year. Post Falls Middle School's Pathway to Promotion will include seventh and eighth grade students. The goals are to ensure that all students are prepared for success in high school and to increase student academic accountability. The Post Falls Middle School system includes the following state requirements:

- **Credit Requirements.** Students must gain a minimum of eighty percent (80%) of the total credits possible in order to move on to the next grade. Per the 80% requirement, a student will not be allowed to lose a full year of credit in one subject without making up lost credits through the credit retrieval process.
- **Attendance.** Attendance will be an element included in the credit system.
- **Special Education Students.** A student who is eligible for special education services may establish alternate requirements or accommodations to acquiring the needed credit requirements for promotion to the next grade level.



**Between**

**POST FALLS MIDDLE SCHOOL STAFF, PARENTS, AND STUDENTS**

In our plan for student achievement at Post Falls Middle School, we find that it will be enhanced by a three-way effort from the staff, the parents, and the students themselves. The intent of this agreement is to establish a solid basis for that working relationship.

**AS THE STAFF OF POST FALLS MIDDLE SCHOOL, WE WILL:**

- make our #1 priority the substantial improvement of your child’s achievement in the areas of reading, writing, and mathematics.
- supply the needed textbooks and related materials for your child’s educational program.
- organize a school which provides a secure environment with well-publicized and enforced rules designed to keep your child safe. assign homework that reinforces classroom learning by providing practice for students.
- provide time to make up work if your child must be absent (1 day additional for each day of excused absence).
- offer 30 minutes extra, individual, instructional time and help before or after school if your child is failing or needs extra help.
- emphasize academic excellence by rewarding academic achievement.
- provide information to keep students informed of their progress during each nine-week interval.
- monitor your child’s attendance and progress closely and keep you informed through internet, Family Link, email, progress reports when requested, report cards, and/or telephone calls.
- update test scores and information concerning your child’s progress, the school and the program.
- conference with you about your child’s progress
- keep the students secure while making the school available for your visitation.
- promote the role of the family in your child’s life.

**AS A PARENT I WILL:**

- cooperate with the Post Falls Middle School staff to give my child a good education.
- set a time and place for homework, free from distractions, including noise, television, radio, phone calls, and other distractions. If there is no homework, my child will use this time to read, write, or perform some other learning activity.
- arrange for my child to have basic school supplies (i.e. pencils and paper) throughout the year. I will encourage my child to bring those items to school. I will contact the school for assistance if I cannot provide for those needs.
- see that my child attends school, unless ill, and comes to class on time.
- act as an active supporter of Post Falls Middle School.
- take an active interest in my child’s homework projects and assignments. I understand I can check my child’s agenda and Family Link online system to get details on these tasks. I understand I can monitor my child’s progress reports all year long via [www.pfsd.com](http://www.pfsd.com).
- get in touch with the school immediately if I have a concern or problem.
- work to instill a positive attitude and to motivate my child with a desire and a feeling of need for an education; support the school, the administration, and the staff at Post Falls Middle School.
- attend school functions and show my child that I am interested in Post Falls Middle School and the school activities.

**AS A STUDENT AT POST FALLS MIDDLE SCHOOL, I WILL:**

- come to school each day and be on time to all of my classes.
- bring assignments and supplies to class.
- work to the best of my ability.
- do all assignments including homework and projects.
- be courteous and cooperative with all my teachers and fellow students.
- be informed about the rules and regulations of this school and comply with all of the rules.
- ask for extra help when needed.
- take care of my books, my school, and the equipment in it.
- earn credits through successfully passing my classes.
- become actively involved in my school’s teams and other activities.
- keep my parents informed of my progress, activities, and happenings at school.

Signature of Student	Date
Signature of Parent/Guardian	Date
Signature of Advisory Teacher	Date

**Bring Your Own Device (BYOD) PFMS Permission Form**



*Any parent who prefers that their child use a personally-owned electronic device within Post Falls Middle School, must read and sign this “for Educational Purposes only” agreement, and submit the permission slip below to the Advisory teacher.*

- 1. The student takes full responsibility for his or her device and keeps it with him/her at all times. The school is not responsible for the security of the device.**
2. The student is responsible for the proper care of his/her personal device, including any costs of repair, replacement, damage, misuse, and/or theft.
3. Violations of any policies, administrative procedures or school rules involving a student’s personally-owned device may result in the loss of use of the device in school, and/or disciplinary action.
4. The student must comply with teachers’ request to shut down the device, close the screen, or surrender their device.
- 5. The student may not use the devices to record, transmit or post photos or video or audio of a person or persons on campus. Any images or videos recorded at school must not be transmitted or posted at any time without the express permission of a teacher.**
6. The use of personally owned devices is permitted during instructional time for **educational purposes only!**
7. The student should only use his/her device to access relevant files and use educational applications when designated for learning by the teacher.
8. The student will use the district’s secured wireless network. Use of 3G, 4G, and next generation wireless connections from another source are not allowed.
9. It is the student’s responsibility to notify the school office if a new device is purchased, or if any of the information below changes.

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**DETACH AND RETURN BOTTOM PORTION TO YOUR ADVISORY TEACHER. RETAIN THE INFORMATION ABOVE.**

**Student’s name (printed)** \_\_\_\_\_ **Grade** \_\_\_\_\_

**Parent’s name (printed)** \_\_\_\_\_ **Teacher** \_\_\_\_\_

**Device** \_\_\_\_\_ **Brand** \_\_\_\_\_ **Serial #** \_\_\_\_\_

**Device** \_\_\_\_\_ **Brand** \_\_\_\_\_ **Serial #** \_\_\_\_\_

I, as the student, understand and will abide by the above policy and guidelines. I further understand that any violation of the above may result in the loss of network and/or device privileges as well as other disciplinary action.

**Student signature** \_\_\_\_\_ **Date** \_\_\_\_\_

As a parent, I understand that my child will be responsible for abiding by the above policy and guidelines. I have read and discussed the policy and guidelines with him/her and my child understands the responsibility he/she has in the use of this personal device.

**Parent/Guardian’s Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Post Falls Middle School  
2017-2018 School Year