



# Union Middle School Disclosure



Caring and Respectful Attitude • Arrive On Time • Take Responsibility • Safety First

## Academic Grades:

The primary goal of grading is to provide high quality feedback to parent/guardians and students; enabling them to clearly understand a student's progress, appropriately support the learning process and encourage student success.

### Weighted Grading:

Grades at Union Middle School will be determined by assessments and assignments weighted as follows:

- Assessments (test, labs, project, essays, etc.) will be weighted as **80%** of the grade
- Assignments (practice) will be weighted as **20%** of the grade

### Grading Scale:

A: Exceeding Standards	90%-100%
B: Meeting Standard	80%-89%
C: Approaching Standards	70%-79%
D: Just Starting	60%-69%
NP: Not Proficient	59% and below

### Late Work and Retake Process:

Assignments and assessments help teachers guide students' learning by seeing what they can and cannot do. They are critical measures of student understanding; therefore, we provide students with multiple opportunities to demonstrate their understanding. Prior to retaking an assessment, students will be required to participate in a review process.

### Due Dates:

Students should make up missing assignments and retake assessments throughout the quarter rather than just before the following due dates. This allows teachers to give feedback to students, gauge student understanding and provide further instruction as needed.

Late work and retakes will be accepted for each term until the following dates by **3:00 pm**:

Quarter 1	Monday, October 22 <sup>nd</sup>
Quarter 2	Friday, January 11 <sup>th</sup>
Quarter 3	Friday, March 15 <sup>th</sup>
Quarter 4	Friday, May 31 <sup>st</sup>

## Citizenship Grades:

Citizenship Grades will be based on a student's behavior and tardies.

Citizenship Grade	Behavior	Tardies
H: Exceeding Standards	Student behavior serves as a model for peers, is consistent with UMS CATS Code and no Think-Times	3 or less per term
S: Meeting Standards	Student behavior is consistent with UMS CATS Code and no more than 1 Think-Time	4-5 per term
N: Needs Improvement	Student behavior is inconsistent with UMS CATS Code no more than 2 Think-Times, and no more than 2 Office Referrals	5-6 per term
U: Not Meeting Standards	Student behavior showed little to no efforts towards the UMS CATS Code, 3 Think-Times, and more than 2 Office Referrals	6 or more per term

## Attendance:

Attendance is an essential component to a student's academic success. When a student is absent, it is their responsibility to get the work they missed from their teachers and turn in the missing work. Students who are more than 10 minutes late to a class will be considered absent. Parent/Guardians are responsible for contacting the attendance office to excuse an absence.

## Tardies:

Students are on time if they are in their assigned seats with their learning materials before the bell stops ringing. If students are not in their assigned seats and/or do not have their learning materials ready, they will be marked tardy. If students receive **5** tardies, they will receive a lunch detention. For tardies above **5**, students will meet with administration and additional interventions will be implemented.

## Backpacks:

Backpacks will **not** be allowed in classrooms. We acknowledge that backpacks are necessary to bring needed supplies to and from school. Backpacks can be brought to school and stored in the student's locker. Students should use their time in-between classes to retrieve materials they need from their locker. If a student brings their backpack to class, they will be asked to return to their locker and may be marked tardy.

Students will be allowed to bring a string backpack to class. The string backpack must be small enough to slide under the student's desk. String backpacks are to hold small personal items such as: pens, pencils, glasses, inhaler, hygiene products, etc. String backpacks are not designed to hold your binder(s), reams of paper, textbooks, coats, all your missing work, your 3-course lunch, etc.

The school will issue ONE inexpensive small string backpack that can hold the suggested items. If students wish to bring their own small string-backpack, that is allowed.

## Food and Drink:

Any food or drink, other than water, is not allowed in classrooms. If you bring outside food or drink (other than water), it must be consumed in the cafeteria, otherwise it will be thrown away. If there is a medical need for food (i.e. diabetes), then the student needs to speak with their teachers to receive an accommodation.

## **Technology:**

When technology (i.e. cell phone, tablet, ear phones, etc.) is used without permission from the teacher, it will be taken to the Main Office. After the first offense, a student can pick up the device from the Main Office at the end of the day. After the second offense a parent/guardian will need to pick up the device from the Main Office.

### **School Computer Use:**

The computers at Union Middle School enhance the learning experience of our students. Any student who shows the proper respect to this equipment can enjoy this privilege.

- During the time students are using a school computer, they are financially responsible for the computer, the course materials, and the printer they use. Damage to the machines or software due to student abuse or negligence will be charged to the responsible student(s).
- No student may use a computer without permission and supervision of a teacher.
- Appropriate behavior is expected of all students using computers. Inappropriate behavior will result in the loss of all computer privileges.
- Food, gum, or drink is not allowed around the computers or printers at any time.
- Any problems with the computers, the software or the printers should be reported to the teacher immediately. A student should not attempt to fix any machine or program. If a problem arises, the student should notify his/her teacher for assistance.
- Log-ins and passwords should be kept confidential at all times.

### **Canvas:**

For class websites, many classes use an online program called Canvas ([www.canyons.instructure.com](http://www.canyons.instructure.com)). Students will be required to log in for assignments and assessments. If students do not have access to a computer at home, there are computers available in the school library before and after school. Canvas is also the website that students will access to view assignments when absent.

### **Online Grades:**

Student grades for all classes will be available at: <http://www.skyward.canyonsdistrict.org>

### **Multi-Media:**

Throughout the year, students will be shown clips for educational instruction purposes that are rated G and PG. By signing below, you are giving your student permission to watch G and PG clips.

## **Plagiarism/Cheating:**

Union Middle School will be working conscientiously on citation this year; therefore, under no circumstance will plagiarism/cheating be tolerated in any classes. For plagiarism/cheating, students will redo the assignment and parent/guardians will be notified.

# Student Expectations:

Following is a list of Union Middle School (UMS) School Expectations critical for all students to understand and observe.

## Auditorium Expectations:

- I applaud appropriately, turn off electronics, use appropriate language (tone, volume and words) and follow other expectations as outlined in the CATS Code.

## Attendance Policies:

- I understand school attendance is vital to my success. I attend school, be on time to classes and have my parent/guardian notify the school of an absence.

## Dress Code:

- I follow Union's dress code by not wearing hats, having no underwear showing, having no bellies, backs or cleavage showing, having my skirts or shorts reaching mid-thigh when seated, having jeans that have no rips above the mid-thigh, having no gang-related clothing and having no advertisements of tobacco, alcohol, weapons, drugs, vulgar or sexually suggestive material.

## Cafeteria Expectations:

- I wait my turn in line, always walk, clean up after myself, keep my hands/feet/objects to myself and follow other expectations as outlined in the CATS Code when in the cafeteria.

## Classroom Expectations:

- I follow classroom expectations as outlined in the CATS Code and any additional guidelines established by the classroom teacher

## Hallway Behavior:

- I walk in the hallways, use appropriate language (tone, volume and words) and follow other expectations as outlined in the CATS Code.

## Individuals with Exceptionalities

- If you have a disability and need accommodations in connection with your learning, please speak with your counselor and/or administrator

## Library Expectations:

- I follow expectations outlined in the CATS Code for the library. Additionally, I know to return all library books on time or be assigned a late-fee.

## Lockers:

- Lockers are the property of the school and are to be used for storage of school-related materials only. The school is not responsible for lost or stolen items. Students are requested to leave all valuable items at home. Locker combinations should not be shared with anyone.

## Online Behavior:

- When online I am careful about what I share, I do not engage or encourage cyberbullying, I do not request or send inappropriate content, and I communicate with adults about inappropriate online behavior.

## Reasons for Getting in Trouble:

- I understand I can get in trouble for bullying, classroom disruption, defiance, drugs/alcohol\*, fighting\*, harassment, gang related activity, inappropriate language, intimidation, physical contact, plagiarism, tardies, truancy, theft, and property damage.

\*Subject to Canyons School District Fines

## Safety:

- Safety is everyone's responsibility. Students should report anything that is unsafe or can become unsafe to an adult.

## Search and Seizure:

- I understand administrators have the right to conduct searches if they have good reason to believe a student has an item that presents or could present a safety concern or disruption to the school environment.

## Technology Expectations:

- I understand the technology is to be used only when and as directed by the faculty and if personal technology is confiscated twice, a parent/guardian will have to pick it up from the main office.
- I understand bring personal technology comes with risks (i.e. being stolen, broken, etc.) and UMS will not be held responsible for finding or replacing technology.



# Union Middle School Disclosure



After reading the disclosure, please return this page to your Social Studies teacher, by **Friday, August 31<sup>st</sup>**

You can keep the Disclosure for future reference.

By signing below, I acknowledge I have read and understand the information presented in the disclosure and I will do my best to meet the expectations presented.

Student Name: \_\_\_\_\_  
(please print clearly)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

As a parent/guardian of a Union Middle School student, by signing below I acknowledge I have read and understand the information presented in the disclosure and I will support my student(s) in keeping his/her learning and commitments.

Parent/Guardian Name: \_\_\_\_\_  
(please print clearly)

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_