

## Mountainville Academy Middle School Universal Disclosure Standard

*Classroom Expectations.* Students are expected to honor classroom rules. Classrooms are food and beverage free zones except for occasional classroom celebrations (water bottles are allowed). The computer labs are always a food/beverage free zone (including water bottles). The school is a gum chewing free zone. Students are responsible to leave their classrooms clean and orderly.

*School Discipline.* Students are expected to maintain a safe and respectful school environment. Refer to the school policy manual for discipline procedures.

*Regular School Attendance.* Each student/parent has agreed in the school enrollment packet to prevent student chronic absenteeism and to avoid unnecessary student absences and tardies (no more than 10% of any school term absent or 5 schools days per term). Students who chose to leave class without school approval may be marked as “sluff”.

*First Period Middle School Tardy Procedure.* Students are expected to be in class by 8:00 A.M. each school day. Students who are tardy to class disturb the educational process of on time students. Students late to first period will remain outside the classroom door until after the Pledge of Allegiance is completed. Late students will not be able to re-take the bellringer and will be marked tardy.

*Tardy Expectations.* Students are considered on time when they are in their seats and quiet as the tardy bell rings. Teachers will remind and help correct tardy issues with the student. Refer to the school’s tardy policy for discipline.

*Dress Code Expectations.* Teachers will check students for dress code compliance regularly. Students out of dress code will be referred to the front office promptly. Non-uniformed outerwear and accessories will be forwarded to the front desk for end of day check out.

*Middle School Homework Policy.* Students are expected to turn in assignments on time. Teachers are expected to clearly communicate due dates on Canvas and syllabus. Teachers reserve the right to deduct points for assignments turned in late, whose due dates have been communicated online, that are not due to an excused absence. Students with an excused absence have two class days to turn in missed assignments without penalty unless other arrangements have been made with the teacher. For example, if a student is absent on an A Day, their missed assignments are due on the second A Day they are back in school. Teachers will update Aspire each Friday for assignments turned in on Wednesday or earlier. Assignments turned in on Thursdays or Fridays will be updated the following week.

*Electronic Devices.* Student electronic devices are permitted at school. Students may use their devices in between classes and other discretionary times. Teacher permission is required for student device use during classroom time. Students are allowed to use their device for only educational purposes in class unless approved by the teacher. Electronic devices will be forwarded to the front office for any violations and may be referred for school discipline.

*Conflict Resolution.* Parents and students are encouraged to resolve teacher concerns with the teacher first. If the concern remains unresolved after teacher contact, the student or parent is then encouraged to seek out a school leader for resolution.

*Grading Scale:*

93-100% A    90-92 A-    87-89 B+    83-86 B    80-82 B-    77-79 C+    73-76 C    70-72  
C-    67-69 D+    63-66 D    60-62 D-    59 and lower F

I have reviewed the Mountainville Academy Middle School Universal Disclosure Standard and agree to honor and abide by it.

Student Name and Date:

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Parent Name and Date:

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