



**Student and Parent Handbook
2025-2026**

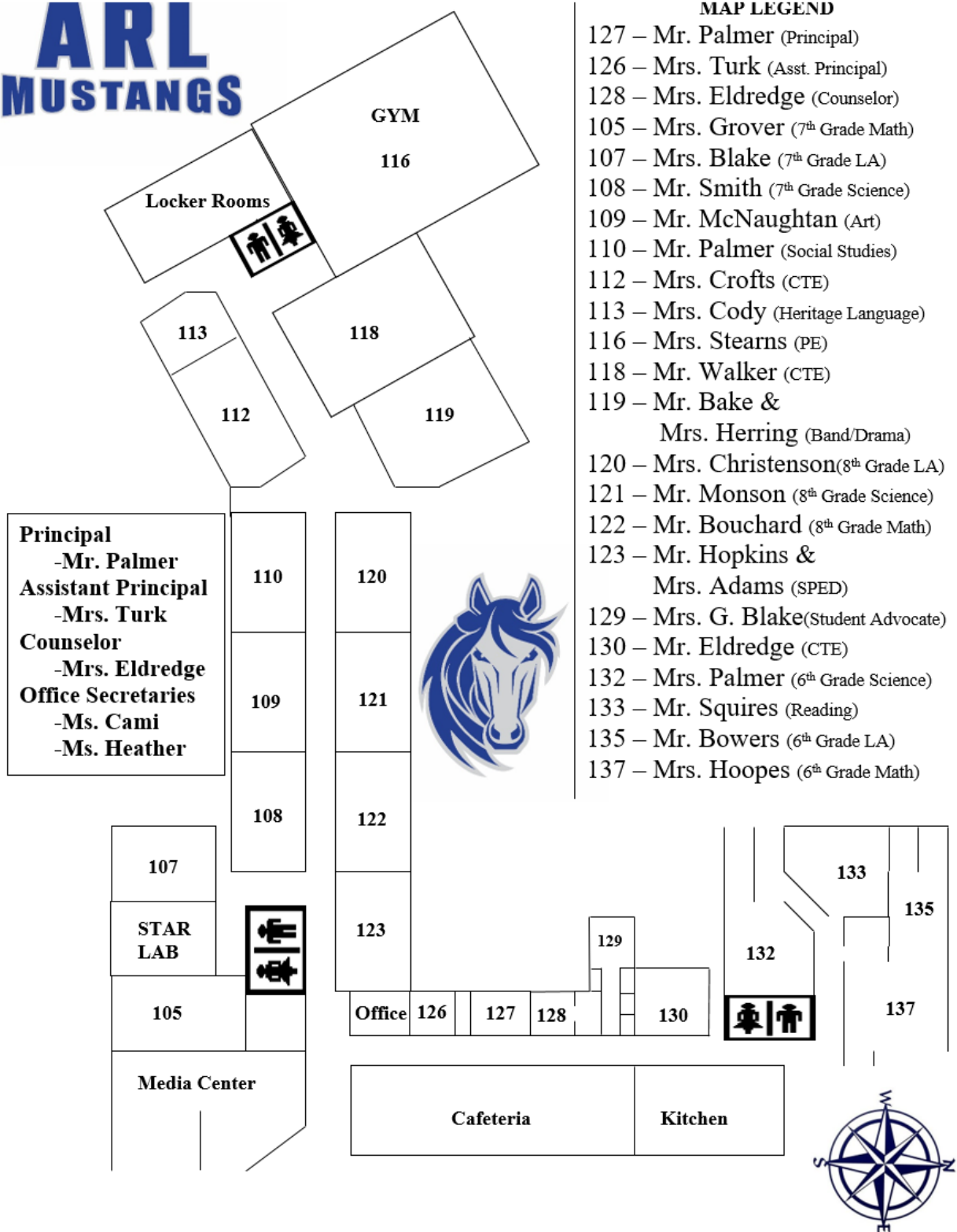
Accountability - Respect - Learning

Principal – Ryan Palmer
Assistant Principal – Stefnee Turk

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Non-Discrimination Statement: The San Juan School District does not discriminate on the basis of age, color, disability, national origin, pregnancy, race, religion, or sex in its programs and activities. The following person has been designated to handle inquiries regarding nondiscrimination policy: Human Resource Director, San Juan School District, 200 North Main Street, Blanding, Utah 84511, (435) 678-1270. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.

ARL MUSTANGS



2025-26 Bell Schedule

Monday - Thursday				80 Minute Classes	
A DAY					
1 st Lunch Schedule				2 nd Lunch Schedule	
1 st		8:25-9:45		1st	
2 nd		9:49-11:09		2nd	
Lunch		11:09-11:43	11:13-12:33	3 rd	
3rd		11:47-1:07	12:33-1:07	Lunch	
Advisory/Intervention		1:11-1:51		Advisory/Intervention	
4th		1:55-3:15		4th	
B DAY					
1 st Lunch Schedule				2 nd Lunch Schedule	
5th		8:25-9:45		5th	
6th		9:49-11:09		6th	
Lunch		11:09-11:43	11:13-12:33	7th	
7th		11:47-1:07	12:33-1:07	Lunch	
Advisory/Intervention		1:11-1:51		Advisory/Intervention	
8th		1:55-3:15		8th	

Friday			57 Minute Classes
A Day	B Day	Time	
1 st	5 th	8:25-9:22	
2 nd	6 th	9:26-10:23	
3 rd	7 th	10:27-11:24	
4 th	8 th	11:28-12:25	
Lunch		12:25-1:00	

2025-2026

July 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Date	Event or Holiday
Jul 04	Independence Day
Jul 24	Pioneer Day
Aug 13	First Day of School
Sep 01	Labor Day
Oct 10	Fall Break
Nov 11	Veterans Day
Nov 26-28	Thanksgiving Holiday
Dec 23 - Jan 2	Holiday Break
Jan 19	Martin Luther King, Jr. Day
Feb 16	President's Day
Mar 30 - Apr 3	Spring Break
May 22	Last Day of School
May 25	Memorial Day

Terms	
1st	8/13 - 10/09 (41 days)
2nd	10/14 - 12/22 (46 days)
3rd	1/6 - 3/13 (47 days)
4th	3/17 - 5/22 (44 days)
	Teacher Day
	First Day of Quarter
	Holiday
	CCR Day. 1/2 Day of School

Attendance

Regular attendance at school is necessary for each child to achieve maximum academic success. Utah State Code (53A-11-101.5 Compulsory education) requires all children under the age of 14 to enroll in and attend school. San Juan School District policy (6140.1) requires students between the ages of 6 and 18 to attend school or have an excused absence for at least 180 days of the regular school year, unless exempted. A student is considered chronically absent if they are absent more than 10% of the entire school year, which equates to 18 days or more during the school year.

How to Excuse An Absence

Parents/Guardians must call or send a note no later than the day after an absence. This notification must include:

1. Name of child or children who were absent
2. Date of absence(s)
3. Reason for the absence
4. Name of caller / signature of parent/guardian

Acceptable Excused Absences

1. Personal sickness
2. Sickness or death in the family
3. Weather or road conditions making travel dangerous
4. An unusual cause approved by the Principal

Five (5) or more unexcused absences, 10 excused absences in a school year will result in a Notice of Compulsory Education Violation. A letter will be sent home encouraging parents to make sure their student attends school according to law, and this information will also be added to Student Information Systems (SIS).

Ten (10) unexcused absences, or 15 excused absences in a school year will result in notification of the San Juan School District, and a letter will be sent to parents requesting a meeting to discuss the number of absences. This information will also be added to Student Information Systems (SIS).

Fifteen (15) unexcused absences, or 20 excused absences in a school year will result in notification of the San Juan School District, and a letter will be sent to parents requesting a meeting to discuss the number of absences. If the parent does not meet with school staff and the student continues to miss school, the parent/student will be referred to the courts for Educational Neglect or Truancy. This information will also be added to Student Information Systems (SIS).

Tardy/ Early check out

Being late for class or being checked out repeatedly is disruptive to the learning environment and should be avoided. All students coming late to school must report to the office. Parents may come into the school to provide information on why the tardy has happened or they may communicate by phone call. A student that is frequently checked out of school has the same result as being absent or tardy.

Three (3) tardies at the beginning of the day will result in lunch detention. Any two (2) tardies during the school day will result in lunch detention. This includes tardies immediately after lunch. If students are checked out for lunch, any tardies will not be allowed to be excused and will result in lunch detention. If a student reaches the threshold to receive lunch detention, a warning will be given on the first offense and following offenses will result in serving lunch detention.

To check out a student for any reason, parents/guardians must come into the school and sign the student out at the office. Only contacts listed on the students Aspire will be allowed to check out students. If a student needs to be checked out by someone other than a parent/guardian, the office must have signed permission. Please do not call or text staff members' personal cell phones to check out students, all communication regarding students should go through the school phone or in person in the office.

Behavior

It is our duty to ensure that all students are safe at school and that the learning process is not disrupted or compromised for any student. Therefore, we will hold all students accountable to follow the school behavioral expectations (see attached Expectations Matrix), which are:

1. ACCOUNTABILITY – I will be accountable for my actions and success.
2. RESPECT – I will respect myself, others, and my school.
3. LEARNING – I will be prepared to learn and work hard.

Individual teachers will have more specific rules, expectations, and procedures for their classrooms.

Consequences

In order to provide and maintain a safe learning environment, it is important for everyone to follow certain rules, procedures, and expectations. Students who choose to act out, fail to control themselves, or who threaten or harm others, etc., will be subject to disciplinary procedures.

Teachers will handle minor disruptive behaviors using at least three steps including Think Time and a call or email to parents. Chronic disruptive behavior and/or serious behavior issues will be handled by the office. The 2nd time a student is sent to Think Time, the parent will be emailed a copy of the student's responses. This will also have a negative impact on student's citizenship grades.

Serious behavior issues include (but are not limited to) dress code violations, foul language, cutting class, leaving school grounds without permission, harassment, aggressive language, gang activity, bullying, vandalism, smoking, alcohol, drugs, threats, fighting, aggressive physical contact, and weapons.

Consequences are intended to help the child think about and learn from his/her behaviors and to make better choices in the future. They are also intended to protect other students. Consequences will be assigned on a case by case basis with consideration given to the seriousness of the incident, the child's age, the child's behavior history, the child's attitude, and the situation and/or extenuating circumstances. The SJSD Behavior Matrix will be utilized in all behavior incidents.

At the office level, one or more of the following consequences will be assigned: Time in the Office, Meeting with Principal, Work Duty, Parent Call, Loss of Activities/privileges, Tracking, Parent – Administration Conference, Restitution, Behavior Contract, Detention, In School Suspension (ISS), Out of School Suspension (OSS).

Bus

Riding the bus to and from school is a privilege, not a right. The school has the right to refuse the student access to the bus based on poor behavior and/or repeated offenses.

Transporting our children is an important job which requires focusing on the road in order to deliver our children safely. Students are expected to follow the driver's directions and behave appropriately on the bus so that the drivers can do their job. Students should engage in appropriate conduct on the bus, including:

- Remain seated until the bus comes to a complete stop at school or home;
- Do not run on the bus;
- Keep books and bags on their laps or under their seats;
- Keep the aisle clear;
- Do not disturb the driver with loud talking, yelling, or foul language;
- Ask the driver's permission to open windows;
- Put all garbage in the trash, not out the windows;

- Keep hands, arms, heads, or feet inside of the bus windows;
- Do not touch the emergency doors, exit controls, or bus safety equipment except in a drill or real emergency;
- Eat or drink at home or school, but not on the bus;
- Quickly obey the driver's instructions;
- Do not push or crowd when entering or exiting the bus; use the handrail;
- Walk in front of the bus and wait for the driver to signal that it is safe to cross.

Students are not allowed to bring the following items on the bus: Tobacco, alcohol, illegal drugs, living or dead creatures or animals, weapons or facsimiles, explosive devices, chemicals, balloons, or glass containers.

Students are expected to follow all school rules and expectations while at the bus stop and while on the bus.

- 1st Offense – The student will receive a written warning for their behavior. The bus driver may assign seats as a result. The student will not be allowed to ride the bus until a parent has signed the warning paper.
- 2nd Offense – The student will receive a written warning for their behavior. The bus driver may assign seats as a result. The student will not be allowed to ride the bus until a parent has signed the warning paper.
- 3rd offense – The student will not be allowed to ride the bus anymore. Parents will be responsible for providing the transportation.

Bus students must bring a note from home if they are staying in town at night and will not be riding the bus home. Non-bus students cannot ride a bus for any reason!

Canvas

It is strongly encouraged that parents/guardians install the Canvas Parent App on their mobile devices. Albert R. Lyman Middle School teachers utilize Canvas, an online Learning Management System (LMS). While the primary mode of learning remains hands-on instruction and face to face interaction, Canvas will allow teachers to quickly and easily gather crucial data that will inform their teaching. It will also provide parents important information on their students' progress. In addition, it will also allow students access to materials when they are unable to attend class. All students will also be enrolled in a school wide canvas course that will house important information about policies and procedures. Most importantly, the schoolwide course will allow the school to communicate with families via direct notification through the Canvas Parent App.

Citizenship

Citizenship performance is a significant aspect of public education. The purpose of the Citizenship Policy is to reinforce appropriate behavior and change inappropriate behavior. Students are expected to be good citizens inside and outside the classroom and are subject to evaluation by the administration and staff. Citizenship grades will be earned in each class each grading period.

H	75 - 100	(Honors)
S	65 - 74	(Satisfactory)
N	59 - 64	(Needs Improvement)
U	0 - 58	(Unsatisfactory)

Every student starts each year with an S at 70 points. Each teacher can enter preset point values to quickly enter behavior. Major entries should be accompanied by a brief note so that parents can see the reason for the point increase or deduction. Point values should be in increments of 2 for minor behaviors and increments of 6 for major behaviors. A student's citizenship grades will affect his or her eligibility for extracurricular activities including athletics and incentive activities (a student with any Unsatisfactory Citizenship grades will not be eligible to participate). In addition, receiving 2 N's will be the equivalent to having a U, and will affect participation and eligibility for activities in the same way.

Preset Categories

-2 Talking when directed not to -2 Off-task during breaks/transitions -2 Off-task on chromebook -2 Distracting/disrupting others during class time	Citizenship make-up (note required)* required for all N, and U marks. +1 for each day student displays appropriate behavior
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-2 Touching other people or belongings -2 Use of headphones without permission -2 Making fun of or insulting others -2 Phone out -2 Foul or Vulgar language -2 Refusal to participate -4 Misbehaving for a substitute -6 Major Behavior (Office referral)	+10 no point deductions during quarter +2 Noteworthy Deed
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Prior to incentive activities and other eligibility based activities, there will be a deadline set for citizenship make up to be completed. This will naturally occur, based on the number of classes required to make up the point lost (as outlined on the make up form), however, there may be an additional deadline set a few days prior to the activity. This will be determined and communicated appropriately.

N citizenship marks will automatically become U's after 3 weeks if no effort is made to recoup the points lost during that time. Students who accumulate four (4) "U" grades during an academic year will be placed on citizenship probation. An administrator, parent/guardian, counselor, student conference will be held to discuss the behavior problems and interventions. Students will be enrolled in an intervention course with a counselor/social worker.

Credits - Loss and Recovery

When a student fails a required course, that credit is "lost" and the student must "recover" that credit in order to prevent possible retention and participate in 8th grade promotion at the end of their 8th grade year. Required courses include Math, Language Arts, Science, CCA, Fine Arts, Social Studies, Health, and PE. Students will automatically be enrolled in a credit recovery period during intervention time for the first first 2 weeks in the term immediately after the course was failed. Students will have 2 weeks to recover that credit through a canvas module. Students who do not complete the recovery within 2 weeks will be enrolled in an online curriculum called Edgenuity. Credit recovery pertains to students during their 7th or 8th grade school years. All credit recovery must be completed by the last Wednesday of the school year.

Dress Code

Appropriate student dress is an important part of creating and maintaining a positive and productive learning atmosphere. Student attire should be appropriate for school and not detract from the educational climate and learning environment of the school. Clothing and physical appearance must not be disruptive, immodest, unsafe, disrespectful, or offensive. The student dress code is in effect during school hours, after school, and on any school-sponsored or school-related trips. The administration will make the final determination on whether questionable clothing is appropriate or not. Students not complying with dress code may be asked to go home to change clothing, given other clothes to wear, asked to turn a t-shirt inside out, or asked to sit in the office area. Additional consequences may be imposed for repeat offenders or non-compliance. Failure to follow dress code will be treated as a discipline issue and discipline policy procedures will be enforced.

Not Allowed:

Any gang related apparel (as determined by administration or law enforcement).

Hats, hoods, bandanas, sunglasses, etc. are not allowed in the building.

See-through clothing (sheer, mesh etc).

Tank tops or tops with narrow straps (any top not extending at least to the shoulder bones)

Shirts with deeply scooped fronts, backs, or arm holes (exposure of skin or under clothing).

Shorts, skirts, dresses, or other clothing that does not cover the leg below where the fingertips fall when standing.

Exposed midriffs while sitting, standing, or walking.

Exposed underclothing of any kind while sitting, standing or walking.

Excessively torn or ripped clothing or holes between the knees and the shoulders.

Any apparel that insults, demeans or harasses any person on the basis of race, religion, gender, sexual orientation, physical disabilities, and/or mental disabilities.

Any apparel with symbols, mottos, words or acronyms which convey crude, vulgar, profane, violent, death oriented, gang related, sexually explicit/suggestive, satanic/occult, or promoting illegal substances.

Chains, heavy or excessive jewelry, studded belts, spiked rings or wristbands, or other accessory items that could pose a threat to the physical well-being and safety of students or staff.

Excessive piercings

Opaque leggings (pants material) may be worn under a shirt or skirt which is at least knee length.

Extracurricular Activities

Eligibility for extracurricular activities comes from academics, behavior, and physical health. Students must maintain a 2.0 G.P.A. Students failing 1 class will have a 2 week period at the beginning of each quarter to recover credit for the class to remain eligible to participate in any extracurricular activity. Additionally, students involved in extracurricular activities are to be positive role models in the school and excellent behavior is expected. Students must maintain good citizenship marks to be considered eligible for participation. Previous to participating in any athletics (*including the try-outs themselves*) all students must have a current physical examination on file completed on a **UHSAA Physical Form and have completed registration in Register My Athlete**. Physicals must be conducted after March 15th of the previous school year and will be required annually. Each individual sport will have a disclosure document explaining the expectations for participation, formulation of teams, skills assessment and cut protocols.

Gang Related Activity

It is the school's position that gang activities that threaten the safety or well-being of persons or property on school grounds, or disrupt the school environment are harmful to the educational process. For these reasons, the following activities are prohibited and shall subject any student engaging in them to disciplinary action:

- Any activity involving an initiation, hazing, intimidation, assault, or other activity related to gang affiliation;
- Any student wearing, carrying, or displaying gang paraphernalia and/or exhibiting behavior or gestures that symbolize gang membership, or causing and/or participating in activities that intimidate other students, or disrupt the regular school day;
- The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessories, or manner of dress or grooming that, by virtue of its color, arrangement, trademark, symbol, or any other attributes signifies membership or affiliation with a gang. In particular, no bandannas, baggy pants with oversized pockets, or pipes, belts, chains that hang down more than 5 inches.

Grades

Students will be taught to access their grades online. It is the student's responsibility to monitor grades. However, the staff at ARL will do everything within their power to ensure the academic success of all students. Report cards will be issued after every quarter. Please remember that parents and students are encouraged to regularly check grades online. If you are interested in accessing your assignments and current grades, please see our school secretaries to obtain a password. Other grade reports will be provided to students throughout the quarter.

****Late Work Policy**

All assignments will remain open for the duration of the quarter. However, teachers may dock up to 2 percentage points for each day an assignment is late within their individual class, not to exceed a 40% deduction. ***Verified absences and activity absences do not excuse the students from the responsibility of making up the work missed.*** Students who have an excused absence one day for any reason (school activity, medical appointment, parent excuse, etc.) have exactly two school days from the return date to make up the missed work for full credit, whether the work was:

1. done in class on the day the student was absent,
2. due on the day the student was absent, or
3. assigned on the day the student was absent.

Students with an unexcused absence or confirmed sluff are still responsible for work on the due date.

Injury

When a student is injured, our staff will do their best on a case by case basis to either treat the injury if it is minor, or notify the parent so that they can treat it. (Please keep your contact information current for these instances.) If the injury is serious we will call 911 for emergency assistance. ARL Middle School is not financially responsible for the treatment of any injuries or emergency care costs that may occur in the treatment of a student injury.

Leaving School Grounds (closed campus)

Albert R. Lyman Middle School is a closed campus. Students must remain on campus unless their parent/guardian physically checks them out of the office. This means that the parent/guardian must come into the school office and sign the checkout book. Students are NOT allowed to walk home or anywhere else no matter the proximity to the school without parental permission. If students leave the boundaries of the school grounds during school hours without proper check-out it is the responsibility of the school to contact law enforcement. **Students will only be checked out to adults who have been listed on the school registration form by their parent/ guardian.**

*On Friday starting at 12:25 closed campus rules are lifted and students are free to leave school at that time, eat lunch in the cafeteria, or take their lunch with them. School will officially end at 1:00 pm.

Medication at School

With verbal permission from a parent, students may be administered over the counter medications such as Tylenol or Benadryl to treat minor issues. More information about this is included in student registration documents. However, Utah law states that medication may only be administered to a student by school personnel if the student's legal guardian has provided a current written and signed request by a physician stating that medication must be administered to the student during regular school hours, and that the statement describes the exact method, amount, and time schedule for administration. In addition, before medication can be administered at school a medical plan must be developed with the school nurse, guardians and school staff (this includes all inhalers, as well as prescribed and over the counter medication). All medication should be brought to the office by the parent. Please see our office staff for the required forms that must be on file.

PLEASE NOTE: Students may not have any medication in their possession, including over the counter medications such as cough drops or ibuprofen. This is for the safety of all students.

Personal Belongings

Items not part of the educational program should be left at home unless permission is obtained from the teacher. ARL accepts no liability for lost, damaged or stolen personal belongings brought to school.

Electronic Devices

Electronic devices such as Ipods, iPads, tablets, and gaming systems will **not** be allowed in school or on school grounds during the school day without permission. Cell phones and smart watches are only allowed to be used before and after the school day for making phone calls or texting only. During the school day they should remain turned off and stored in a location that will not be distracting to students. Kindle and Nook devices are allowed at the discretion of the classroom teacher. If devices are used inappropriately or become a distraction to the learning environment they will be confiscated and parents will have to come pick them up from school.

Wheels

Skateboards, roller blades, heelys, scooters, bikes and all other such wheeled devices will **not** be allowed in school or on school grounds during the school day. They should be stored in the appropriate location during school hours. They will be confiscated if they are used on school grounds. ARL is not liable for any lost, stolen or damaged items.

Phones

Cell phones and smart watches are only allowed to be used before and after the school day for making phone calls or texting only. During school hours they should remain stored in a location that will not be distracting, where they cannot be seen or heard. If students need to call or text during the school day, they can do so in the front office. If cell phones are seen by staff during the school day, they will be confiscated. On the first offense, students can pick up their phone at the end of the day. On the second offense, parents will have to come pick up the device. On the third and following offenses, a meeting will be held with the parents and a plan developed to aid the student in following the expectations. This also includes personal headphones/earbuds that are used at inappropriate times.

Restrooms and Locker Rooms

Students are expected to use the restroom during passing periods. Students are given 5 hall passes per quarter to use as needed. Restroom use during class should only be for emergency situations and should be brief so student can return to learning in the classroom.

Students must access the sex-designated restroom or changing facilities that align with their birth sex. Entering a sex-designated privacy space that does not align with the student's birth sex could result in an offense of lewdness, loitering, or voyeurism. This type of offense requires mandatory reporting to law enforcement. A Student Privacy Plan is available to a student who requests to use a privacy space other than the sex-designated privacy space that corresponds with the student's sex because of the student's gender identity, or reasonable fear of bullying. (Utah code 63G-31-301). The Student Privacy Plan must include collaboration with the school staff, the student, and the parent/guardian(s).

Student Rights and Responsibilities

All students are entitled to enjoy the basic rights of citizenship that are recognized and protected by the laws of this country and state. Each student is expected to respect the rights of classmates, teachers, and other school personnel. The school shall maintain a climate of mutual respect for the rights of others. The learning environment will support both the educational purpose for which the school exists and the educational programs designed to facilitate academic success.

All school personnel shall recognize and respect the rights of students, just as all students shall exercise their rights responsibly. Students who violate the rights of others or who violate rules and regulations are subject to appropriate disciplinary measures designed to correct their own misconduct. Discipline measures taken by the staff at ARL are intended to both teach and promote citizenship in school and the community.

Students have the right to:

- A meaningful education that will be of value to them for the rest of their lives;
- A well-developed curriculum;
- A clean and safe environment;
- Voice their ideas;
- Discuss concerns with teachers, counselors, administrators, and anyone else connected with the school if they so desire, without fear of reprisal;
- See their personal files, cumulative folders, or transcripts in the presence of their legal guardian/authorized representative if under the age of 18. School authorities may determine the time and manner of presentation of this information;
- Have their academic performance judged according to their performance. Noncompliance with school rules and regulations may affect grades (i.e., missing work due to absences);
- Not to be subjected to unreasonable or excessive punishment;
- Be involved in school activities, provided they meet the reasonable qualifications of sponsoring organizations and school regulations;
- Participate fully in classroom instruction and shall not be abridged or impaired because of age, sex, color, race, religion, national origin, handicap, or any other reason not related to the student's individual capabilities.

Students have the responsibility to:

- Respect the rights of all persons involved in the educational process and to exercise the highest degree of self-discipline in following school rules and regulations;
- Take maximum advantage of the educational opportunities available and seek to achieve a meaningful education;
- Maintain regular attendance at school. Other members of the school community, including parents and staff members, share in this responsibility;
- Protect school property, equipment, books, and other materials issued to or used by students in the instructional process. Students will be held financially responsible for any loss or intentional damage caused to school property;

- Complete all assignments (including make-up work) to the best of their ability;
- Help maintain the cleanliness and safety of the school buildings and property;
- Be on time and prepared with the necessary materials and homework to participate in class;
- Dress appropriately for school taking into consideration the weather (see the School Dress Policy).

Technology Use

Effective use of technology is an important part of being a successful student. Adherence to the expectations stated in the Informed Consent and Technology Use Agreement, that were signed at registration and when Chromebooks were distributed, is expected. If a student does not follow these expectations, their use of school technology and equipment can be revoked or modified. If equipment (chrome book/charger) is lost or damaged while checked out to the student, a fine for that item will be assessed and the student will be charged for the item as outlined in the agreement signed at the beginning of the school year by students and parents.

Additional Notes: Leaders of extracurricular activities and teachers of CTE, science or any other class where safety is an issue may add additional reasonable requirements for their classrooms to these guidelines.

ARL EXPECTATIONS MATRIX

	ACCOUNTABILITY	RESPECT	LEARNING
RESTROOMS	- I will wear the vest properly while out of the classroom - I will have my teacher sign a hall pass in my planner	- I will go directly to the restroom without disrupting other classes - I will clean up my messes	I will be quick so I do not miss important information in class
OUTSIDE	- I will stay in designated areas, always in view of the teacher - I will keep all outside equipment away from windows	- I will play touch football only - I will keep my hands and feet to myself - I will leave the snow on the ground	When it is time, I will go back inside and be ready to learn
ASSEMBLIES	- I will leave all backpacks or bags in the classroom - I will wait to be dismissed to and from the assembly	- I will walk around the perimeter of the gym - I will sit with my class - I will keep my feet off the bench - I will be respectful to presenters	I will sit up and be attentive to what the presenters have to share
CAFETERIA	- I will line up next to my class, number and stand quietly in a double line - I will hang my bags on a hook in the cafeteria - I will sit quietly, in my spot, until dismissed	- I will be respectful of my peers, the lunch staff, and other classes in session - I will clean my area before I am dismissed	I will throw away all food and water bottles before leaving the cafeteria
HALLWAY	I will pick up any trash in the hallway, whether it is my own, or not	- I will walk quietly on the right side of the hall, without running, stopping or standing - I will maintain proper boundaries with other students (no touching)	I will follow the policies and procedures to keep my phone in a secure location and not touch others or yell.
LIBRARY	I will leave my backpack on the hook inside the door	- I will be quiet and respect others learning - I will treat all library materials appropriately	- I will always ask permission to use the computers - I will quickly find and check out a book so I can return to class.
GYMNASIUM	I will return all equipment to the proper place when done	- I will use all equipment properly - I will stay off of the bleachers - I will not throw objects across the gym	I will stop, look and listen when I hear the whistle or bell

