

O'NEILL MIDDLE SCHOOL

STUDENT-PARENT HANDBOOK
2024-2025



O'NEILL MIDDLE SCHOOL
635 59TH STREET
DOWNERS GROVE, ILLINOIS 60515
630-719-5815

Miss Lauryn Humphris
Principal
lhumphris@dg58.org

Mrs. Danielle Bongiorno
Assistant Principal
dbongiorno@dg58.org

Welcome

Dear Students and Parents,

We are so excited to partner with you on your journey through middle school! Many new challenges and opportunities are waiting, and this handbook will help you get acquainted with O'Neill Middle School. It contains information you will need for a successful school year. We encourage you to read the Schools of 58 Parent Handbook along with this Middle School Specific Handbook. Like all new things, there may be questions about some of the policies and information you read. Feel free to ask your friends, teachers, administration, or call our school office at 630-719-5815. All of us are here for the purpose of helping you through the maze of middle school.

[Schools of 58: A Handbook for Families](#) / [Un Manual para las Familias – Español](#)

Please contact teachers directly if you wish to communicate about particular classes. The counselors and social workers can help you with general concerns or matters related to middle school concerns. The secretaries and administrators are also available to help.

7th Grade Counselor - Kelsee Gilleylen

8th Grade Counselor - Barry Kincaid

Social Worker - Charlie Caton

Don't wait until your concern or problem is too much for you to handle. We want to help you before your problem becomes serious!

Your middle school years can be an exciting and rewarding part of your education. You and mainly you will determine how positive your experience at O'Neill will be.

Good luck to you in your endeavors. Let's make this year the best year possible. Just remember, our goal is to help you reach your goals!

Sincerely,
Laurnyn Humphris & Danielle Bongiorno

Table of Contents

| | |
|--|----------|
| Bell Schedule | p. 4 |
| Regulations & Procedures | p. 5-9 |
| Entering the building | |
| Leaving the building | |
| After School Activity Bus | |
| Tardy to school or class | |
| Appointments | |
| Passes | |
| Classroom telephone use | |
| Personal cell phones and electronics | |
| Care of property | |
| Lockers and personal belongings | |
| Lunch | |
| Birthdays | |
| Student planners | |
| Student ID cards | |
| Lost and Found | |
| Bike riders | |
| Student wakers | |
| Bus transportation | |
| Dress code | |
| Counselors | |
| Academic assistance | |
| Classes, Athletics, Clubs | p. 10-12 |
| Classes | |
| Attendance | |
| Physical education and health | |
| Library resource centers | |
| After school: events, activities, athletics and clubs | |
| Student athletics and intramurals | |
| Clubs | |
| Academic Reporting | p. 13 |
| Student progress reporting and report cards | |
| Report card dates | |
| Parent/Teacher Conference Dates | |
| Technology | p. 14 |
| Student conduct | p. 15-17 |
| Bullying prevention | |
| Overall School guidelines | |
| Bus rider guidelines | |
| Cafetorium guidelines | |
| Hall behavior guidelines | |
| Spectator guidelines: for assemblies and after school events | |
| Parent Involvement | p. 18 |



O'NEILL MIDDLE SCHOOL BELL SCHEDULE



| MONDAY <i>(Early Dismissal)</i> | | TUESDAY - FRIDAY | |
|---------------------------------|---|-------------------|---|
| EARLY BIRD | 7:45-8:25 (40 min) BAND, CHOIR, ORCHESTRA | EARLY BIRD | 7:45-8:25 (40 min) BAND, CHOIR, ORCHESTRA |
| Advisory (SEL)* | 8:30-8:55 (25 min) | Advisory* | 8:30 - 8:45 (15 min) |
| 1 | 8:59-9:31 (32 min) | 1 | 8:49 - 9:33 (44 min) |
| 2 | 9:35-10:06 (31 min) | 2 | 9:37 - 10:21 (44 min) |
| 3 | 10:10-10:41 (31 min) | 3 | 10:25 - 11:09 (44 min) |
| 4A | 10:45 - 11:07 (22 min) | 4A | 11:13 - 11:35 (22 min) |
| 4B | 11:11 - 11:33 (22 min) | 4B | 11:39 - 12:01 (22 min) |
| 5A | 11:37 - 11:59 (22 min) | 5A | 12:05 - 12:27 (22 min) |
| 5B | 12:03 - 12:25 (22 min) | 5B | 12:31 - 12:53 (22 min) |
| 6 | 12:29 - 1:00 (31 min) | 6 | 12:57 - 1:41 (44 min) |
| 7 | 1:04 - 1:35 (31 min) | 7 | 1:45 - 2:29 (44 min) |
| 8 | 1:39 - 2:10 (31 min) | 8 | 2:33 - 3:17 (44 min) |

****Announcements will take place during Advisory.***

Regulations & Procedures

ENTERING THE BUILDING

The building is open at **7:40 AM** to students in early bird classes (band, orchestra, or choir). Students not in an early bird class will enter starting at **8:20 AM** through Door #1. Students will enter the school, go to their lockers, and proceed to their first period class.

**Please note that entrance times may change as students build routines. We have not used our normal entrance procedures in several years, and we recognize that it may take students longer at the start of the school year to be ready to start the school day. The District also recognizes that bus arrival times vary during the first few weeks of school as drivers learn new routes. As students build routines and bus arrival times become more consistent, student entry times may get pushed back. This will allow our teachers the necessary time to prepare for the day. Supervision times will remain the same and any changes will be communicated in advance.*

LEAVING THE BUILDING

Students are expected to leave the school by 3:25 PM unless they are under the direct supervision of a teacher for an after-school activity or study session. On the early release Mondays students will be expected to leave the building by 2:15 PM. There will be no after-school activities on Mondays.

AFTER-SCHOOL ACTIVITY BUS

There are two Activity Buses that run Tuesday through Thursday for **bus-riding students only** who are staying after school for teacher-supervised activities. The buses leave promptly at 4:15 PM. The two routes are a condensed version of the regular seven routes. Students will be dropped off near their regular stop (most often at the elementary school in the area). Proper behavior is expected on this bus. If a student does not exhibit the expected behavior, the privilege of riding may be removed. The Activity Bus will not be provided on Mondays or Fridays.

TARDY TO SCHOOL OR CLASS

First period starts promptly at 8:30 AM. If students arrive at school later than 8:30 AM, they must sign-in at the main office and receive a pass.

Tardiness to class throughout the day is unexcused unless the student has a pass. Teachers will handle tardies within their class and may assign a lunch or after-school detention as necessary. Chronic tardiness will result in additional interventions and/or consequences.

APPOINTMENTS

Please let the office know when students will miss school because of a medical or dental appointment. Send a note or call explaining the absence. If the appointment is in the morning, students should report to the office and sign in upon arrival. If the appointment is during the school day and the student must leave school, please call the office so that we can get the student a pass to leave and have them ready to leave at the designated time. Please pull up along 59th Street heading eastbound. This way your child can walk out directly to your car safely. We want to avoid students crossing the street.

PASSES

Students who are out of class for any reason must have a pass from a teacher. This includes visiting the office, the nurse's office, or the counselor. If students need to visit one of these areas, they must ask their teacher for a pass, or request that a pass is sent for a later time.

CLASSROOM TELEPHONE USE

Students are welcome to use the phones in the classroom and the main office to call home, if necessary. If you need to get a hold of your child, please call the office and we can relay a message for you or have them call you if it is an imperative that you speak directly to them.

PERSONAL CELL PHONE AND ELECTRONICS

As charged by Board Policy 7:190, students may possess cellular phones and other personal electronic devices in school or on school property.

Students need to turn off their phones during the school day. We would prefer that the students keep them off and in their lockers, so that they are not distracting their ability to focus in the classroom. It also prevents students from bringing them in areas that students should not have cameras such as restrooms and the locker rooms. Students are welcome to use the phones in the classroom and the Main Office to call home. If you need to get a hold of your child, please call the office and we can relay a message for you or have them call you if it is an imperative that you speak directly to them.

CARE OF PROPERTY

Students are responsible for the proper care and use of all books, supplies, Chromebooks, devices, and furniture provided by the school district. Those students who do not care for materials properly will be assessed fines for damages to and/or replacement of the property.

LOCKERS AND PERSONAL BELONGINGS

Students are assigned a locker. Students should only use the locker assigned to them, and they are responsible for the care of their locker. Personal items and books are to be kept in this locker. **DO NOT TAMPER WITH ANOTHER LOCKER OR SHARE COMBINATIONS WITH OTHERS.** Report any locker problems to the main office. A locker is school property, and any damage to it may be considered vandalism.

If the administration believes there is a reasonable suspicion that items prohibited by school rules (items that are harmful or possibly illegal) are in a locker or student personal belongings, a search of that locker/belongings and its contents may be conducted. The school is not responsible for lost or stolen items.

LUNCH

Students can either bring a lunch and a drink each day or use money from their PushCoin account. Students will use their student ID to pay for lunch. Parents can deposit money onto their child's Pushcoin account. We will provide a monthly lunch menu in the newsletter each week. **Lunch and a drink will cost \$4.60 per day. Food deliveries from Grubhub, DoorDash, or any restaurants will not be allowed.**

Students should not bring in food or purchase food for their peers.

BIRTHDAYS

Locker decorating (outside of the locker) is allowed, but students need to have permission from a teacher to decorate the locker. Birthday lunches, birthday cakes/treats, etc. are not allowed during lunch periods. Student birthdays will be recognized by an announcement over the PA system during daily announcements.

STUDENT PLANNERS & EXECUTIVE FUNCTIONING BINDERS

Students are given a planner to start the school year. This is a way for students to keep organized and it should be filled out during each class. The student planner also provides parents an excellent way to stay current with what assignments need to be completed. Teachers will check to make sure the planner is being utilized. Replacement student planners are available in the office for \$4. All O'Neill students will be using a zip binder organization system for students to stay organized in each class. This zip binder will need to be brought to each class daily. If a binder is broken, a replacement binder will need to be purchased for \$23. Replacement costs should be paid for in cash and brought to the Main Office.

STUDENT ID CARDS

All students are issued an identification card. Students will need ID cards to check out books in the library, to access the school buses, and to use as swipe cards for lunch. Students who have lost their ID cards may purchase a new one for \$3.00 in the main office. Students should not give their ID to their friends or take another person's ID.

LOST AND FOUND

Lost and found items should be turned in and claimed at the main office. If something is found, the item should be taken to the office so its owner can claim it. Lost items will be placed in the Lost and Found bin near the front entrance. Items of greater value will be stored in the main office. We encourage you to label all items (especially calculators) with first and last names. Unclaimed items will be donated after reminder a

GUM CHEWING

Gum WILL NOT be allowed in any area in the building.

BIKE RIDERS

1. Follow the *Rules of the Road* when riding bikes. Use correct hand signals for turning, and obey all traffic signs.
2. Ride bikes safely and defensively to prevent an accident.
3. Ride one person to a bike.
4. Bikes should be individually locked in the bike rack located at the east or south end of the building.
5. Do not ride bikes around the front of the school near the cars and buses.
6. Skateboards, rollerblades and scooters are not permitted to be ridden on school property and must be stored in the main office upon arrival.

STUDENT WALKERS

1. Stay on the sidewalks provided for safety.
2. Remain on the sidewalk area in front of school while waiting to enter school in the morning.
3. Be courteous to drivers, and be aware of all vehicles.
4. Arrive at school by 8:25 AM
5. Students may not leave school property once they have arrived at school without authorization.
6. Students should not be on school property without supervision after 2:10 PM on Mondays and 3:25 PM on Tuesdays through Fridays.

BUS TRANSPORTATION

All students who live beyond one and one-half miles from their school, or in an area that has been designated a serious safety hazard by the Board of Education and the Illinois Department of Transportation, are eligible for bus transportation to their school. Any child not eligible for bus transportation as authorized above may ride the school bus on a space available basis if the parents agree to pay the actual costs for transportation and the student can safely access an established bus stop.

An activity bus will be available Tuesday-Thursday at 4:15 PM for eligible bus riders who stay after-school for supervised activities. There will be no activity bus on Mondays or Fridays.

Bus riders are expected to follow expectations while riding or waiting for the bus.

Please see Board Policy 4:110 regarding additional information on bus transportation.

DRESS CODE

The Board of Education encourages parents to dress their children in a manner that reflects good taste and appropriate attire for school, and conforms to health and safety standards. Students' dress and grooming must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate or compromise reasonable standards of health, safety and decency. The dress code is applicable whenever on school property, including dances, social, and sporting events. The school dress code applies on field trips and whenever representing O'Neill.

[Board Policy](#) (Dress Code): Policy 7:160 : A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise reasonable standards of health and safety. The District does not prohibit hairstyles historically associated with race, ethnicity or hair texture, including, but not limited to, protective hairstyles such as braids, locks and twists. Students who disrupt the educational process or compromise standards of health and safety must modify their appearance.

Students are expected to:

- Wear shoes or sandals that cover the feet and that do not mar or damage the floors or other school property.
- Dress in clothing that completely covers undergarments and cannot be seen through. This may include but is not limited to halter tops, spaghetti strap, low-cut tops, short shorts, short skirts, loose fitting pants or clothing.
- Take off sunglasses, coats, and other outerwear. Exceptions may be made for religious or health reasons.
- Wear jewelry that will not jeopardize the safety of the individual or others.

Restrictions on the freedom of students' dress shall be imposed whenever the mode of dress is unsafe or is disruptive to school operations and the educational process in general. Teachers and administrators will make these decisions on an individual basis.

COUNSELORS

The counselors are here to help your student take full advantage of his/her potential. They help students review their various classes and activities and evaluate progress. The counselors can also help your child manage personal or social concerns that, at times, might interfere with them doing their best in school. The counselors will meet with each student throughout the year, but a student or parent can arrange a conference at any time.

7th Grade Counselor: Barry Kincaid (bkincaid@dg58.org)

8th Grade Counselor: Kelsee Gilleylen (kgilleylen@dg58.org)

ACADEMIC ASSISTANCE

There are a variety of ways to help assist students with their academic needs. Students are always encouraged to reach out to their teachers. Parents are welcome to reach out to teachers through email or phone calls. Parents can also request a meeting with their child's teacher(s).

Before and After School Help

Classroom teachers are available before or after school through appointment. Students should email or talk directly to a teacher to schedule a time for additional support.

Senator Support Room

The Senator Support Room is located in the Library and open on Tuesdays, Wednesdays, and Thursdays from 3:20-4:10 PM. This is a room where students can work on homework quietly after-school. For students who ride a bus, they can take the activity bus which runs at 4:15 PM Tuesday - Thursday.

Student Support Team

At the building level, the Student Support Team (SST) is designed and staffed to provide support and services to students with identified needs who attend O'Neill Middle School. Social-emotional and/or academic concerns can be brought to the SST. The SST is composed of certified personnel who provide special education services, related services, health services, guidance and counseling services, standard education services, and administrative and/or supervisory services.

If you have a concern or question about your student, please contact your student's counselor.

CLASSES, ATHLETICS, CLUBS

CLASSES

There are nine periods during the day. These include advisory, seven classes, student support period and lunch. Some students will also have an Early-Bird class. Students' regular schedule will be the same each day of the week. Classes offered at the middle school include: Language Arts, Reading, a variety of math courses, Science, Social Studies, Exploratory, French and Spanish (8th grade only), and PE. Optional Early-Bird classes are band, orchestra, and choir. Areas of study can be located on the [District 58 website](#).

ATTENDANCE

Regular student attendance is critical to successful student achievement. Research indicates that student attendance is highly correlated with success in school. Time missed from the classroom where students and teachers interact can never truly be made up, even by doing makeup work.

See pages 11-13 of the [Schools of 58: A Handbook for Families](#) that fully explains our attendance policy, tardies, illness, excused and unexcused absences, chronic truancy/absenteeism, and family emergencies/religious holidays.

PHYSICAL EDUCATION AND HEALTH

The physical education program at O'Neill is designed to develop physical conditioning, individual skills, and cooperative team effort. Emphasis is on personal fitness, including the use of cardiac monitors and computer programs to track progress in conditioning. PE will be taught daily at the middle school level, and will include a Health Curriculum. While students are not changing into a uniform for P.E. class, it is important that students wear sneakers each day.

LIBRARY

The Library is available to students both before and after school. Students are welcome to come in early and work in the Library as early as 8:10 AM and can stay after school until 3:30 PM.

Students may also use the Library materials during their student support period. Up to five students may be sent by the student support teacher with a pass and must remain in the Library for the entire period.

Students can check out up to five books at a time for a two-week period, with the ability to renew. Overdue notices are sent to students weekly through their email. If books are overdue for an extensive period of time, a letter is sent home to the parent/guardian with the information about the delinquent materials. If a book is lost, students will need to pay for that book by the end of the school year.

The Library is available every period of the day to be used by students with their teacher's permission.

AFTER-SCHOOL: EVENTS, ACTIVITIES, ATHLETICS, AND CLUBS

The same rules that apply during the regular school day apply at all after-school events and activities. For all such events, start/end times will be publicized to the students. Clubs typically start right after school and end at 4:10 PM with time for students to take the activity bus home (if they normally qualify for a bus).

Sporting events typically start at approximately 4:30 PM. Students who are watching an athletic competition will need to go home and return to school at the start time. The first game will end at approximately 5:30 PM and the second at 6:30 PM. Arrangements to leave an event or activity prior to its scheduled ending time, must be made with the sponsoring adult. Once students leave a sporting event, they are not free to re-enter. Students must be in school for periods 5-8 on the day of the event to attend.

Parents should schedule the pick-up of their children promptly at the ending time of the school activity. If students cannot get a ride home promptly (within 15 minutes) at the end of an activity, they should not plan to attend the activity.

STUDENT ATHLETICS AND INTRAMURALS

O'Neill offers a variety of activities throughout the school year. The students can choose from interscholastic and intramural sports. Information on sports is located on the [O'Neill webpage](#).

The interscholastic sports program (competition with other schools) consists of:

- Boys and Girls Cross Country (August - October)
- Girls Basketball (September - December)
- Cheerleading (September - January)
- Boys Basketball (November - January)
- Chess (November - February)
- Boys Basketball (November - January)
- Wrestling (December - February)
- Girls Volleyball (January - March)
- Scholastic Bowl (February - April)
- Boys Volleyball (March - May)
- Girls Soccer (April - May)
- Boys Soccer (April - May)
- Boys and Girls Track (April-May)

The intramural sports program (with only O'Neill students) consists of activities including:

- Basketball
- Floor hockey
- Frisbee Golf
- Volleyball
- Flag football
- 3-on-3 basketball tournament
- Other activities based on interest

All O'Neill students are invited to try out for our interscholastic teams. Try-out dates and times will be announced over the intercom and are posted on the school website under the ATHLETICS tab. **A**

student physical and medical release form signed by the doctor will need to be presented before students may try out or participate on a team. Physicals are good for 13 months and are highly encouraged prior to the start of the school year. All parents and students should know that some teams practice as early as 6:30 AM and that some team practices may not end until 5:30 PM. Participation in practices and games requires at least one-half day attendance that school day.

Cross-country and track are non-cut sports, and all students who come out for these sports will participate. Volleyball, cheerleading, and basketball are cut sports, and students will need to try out for these teams.

Good sportsmanship and behavior is a hallmark of O'Neill teams and will be an expectation of all athletes. See page 19 - 20 of the [Schools of 58: A Handbook for Families](#) for Administration Regulation 5114 - Students - Eligibility for Extracurricular Middle School Activities.

CLUBS

In addition to the interscholastic sports program offered to our students, the staff at O'Neill Middle School sponsors many after-school clubs. We encourage students to become active in at least one after-school school activity. Involvement in either clubs or sports often helps students to become more well-rounded individuals. A complete list of clubs can be found on the O'Neill website [ACTIVITIES](#) tab.

Please note that clubs may change depending on student interest and sponsor availability.

ACADEMIC REPORTING

STUDENT PROGRESS REPORTING AND STUDENT REPORT CARDS

O'Neill Middle School is on a trimester grading system and reporting to parents will take place 3 times per school year. Parents and students can check their grades using our online portal system at any time using Powerschool. Parents will be notified when quarter and trimester grades are posted.

The standards-based report card is designed to be an easy- to-understand student progress reporting tool. Standards are statements about learning expectations for students and a standards-based report card gives students, teachers and parents a clear message about what children know, what they are able to do, and what they need to learn in relation to the Common Core State Standards. Students also are evaluated on their academic work habits and social skills, as feedback in these areas is an important part of the communication between school and home.

Parents are encouraged to participate in Parent/Teacher Conferences in October and February.

REPORT CARD DATES

| | |
|-------------------------|-------------------|
| End of First Trimester | November 8, 2024 |
| End of Second Trimester | February 21, 2025 |
| End of Third Trimester | May 23, 2025 |

All report cards will be available electronically through our PowerSchool Parent Portal.

PARENT/TEACHER CONFERENCE DATES

Parent-Teacher Conferences will be held on Tuesday, October 8 and Thursday, October 10 from 5:00-8:00 PM. The second semester Parent-Teacher Conferences will be held on Tuesday, February 4 and Thursday, February 6 from 5:00-8:00 PM.

Directions on how to schedule an appointment will be given as the conference dates approach. Parents may contact the school at any time to speak with their children's teachers regarding student progress.

TECHNOLOGY

Computer Network and Internet Safety, Access, and Use

One goal of the District is to actively promote the use of technology and provide access to a wide variety of resources. The District believes the use of the Internet will enable students to access and use information from distant resources and share information with others. Families should be aware that some material accessible via the Internet may contain information which is inaccurate or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well.

Students will be responsible for their behavior when making use of the Internet, school computer network, and school and personal devices. Individual users are also responsible for their communications over those networks. It is expected that users will comply with district standards and will honor the agreements they have signed. ***Student Chromebooks and phones are NOT allowed in the school locker rooms, bathrooms, or in the cafeteria during lunch.***

Violation of the Conditions and Rules for Use may result in loss of access as well as other disciplinary or legal action. Students and their families may be held responsible for charges and/or fees for unauthorized use.

See pages 28-31 in the Schools of 58 Handbook for more detailed information: [Schools of 58: A Handbook for Families](#) along with the [Computer Network and Internet Safety, Access and Use - Administrative Regulation 6111](#) and [Parent Internet Notification Letter](#)._____

STUDENT CONDUCT

Our goal at O'Neill Middle School is to maintain a safe environment for both students and staff. Expectations for student conduct are supported by the [District 58 School Board Policy 7:190: Student Behavior and Discipline](#) and in [District 58 School Board Policy 7:180: Prevention of and Response to Bullying, intimidation and Harassment](#).

Board Policy 7:190, regarding Student Discipline, are written on pages 60-70 of the [Schools of 58: A Handbook for Families](#). Incidents regarding battery, firearms and drugs are also reported to the Illinois State Board of Education through the Student Incident Reporting System.

Board Policy 7:180 and Board Policy 7:20 regarding harassment, bullying and intimidation are written in their entirety in the [Schools of 58: A Handbook for Families](#) on pages 48-56. This is a brief overview of those policies.

BULLYING PREVENTION

The O'Neill Middle School community believes in the inherent value and dignity of each person. We believe in practicing good citizenship by demonstrating respect for all people. Physical and verbal bullying, cyberbullying, disrespect, name calling, put-downs, and any behavior that disrespects another individual will not be tolerated by our community of learners.

What can students do if they are being bullied?

- **Talk to an adult** -- parents, teachers, counselors, social workers, assistant principal, principal, or other staff members.
- **Keep telling us if the bullying situation continues.** Some bullying might not stop on the first try, but your teachers and administrators will keep on working to help you solve the problem. Please keep us informed.

We encourage students to remind each other that bullying is not tolerated and to promote an atmosphere of mutual respect and support. If you see something, say something. We ask all students and staff to be vigilant in reporting any concerning behaviors or suspicious activity. Please see Board Policy 7:180 on the prevention of bullying, intimidation, and harassment in the [Schools of 58: A Handbook for Families](#) on pages 48-56.

OVERALL SCHOOL GUIDELINES

1. Show respect for fellow students, adults, and school property
2. Follow the direction of adults in the building
3. Use appropriate volume level and language
4. Consume candy, food, & drinks (except bottled water) ONLY in the cafeteria
5. Keep the school clean by using the trash containers and recycling bins
6. Observe and follow school, lunchroom, bus riding, assembly, and sport event rules
7. Secure a pass if you are to be out of class for any reason

BUS RIDER EXPECTATIONS

While all students may not ride a bus to and from school, there may be a time when they will ride the bus for a field trip or class outing. The following guidelines are set up for safety. Students need to read them and follow them.

The driver is in full charge of the bus and students. Students must obey the driver. The right of all pupils to ride the bus is conditional based on their behavior.

1. Ride only the bus and route that has been specifically assigned to you. (A parent note or email is required if any student chooses to ride a different bus. This must be approved by the administration in advance).
2. Board the bus at the designated location on time and remain a safe distance from the boarding area until the bus comes to a complete stop.
3. Remain seated while on the bus.
4. Refrain from eating or drinking on the bus.
5. Students may listen to music on the bus, but they must use headphones or earbuds.
6. Keep the aisles clear of all objects, and keep your hands, feet, and head inside the bus at all times.

CAFETORIUM EXPECTATIONS

1. Deposit books and electronics in lockers before coming to the cafetorium.
2. Report directly to assigned lunch tables at the start of the lunch period.
3. Remain in the assigned seat for the duration of the lunch period. Seating will be determined at the beginning of each trimester and will remain permanent for the duration of the trimester.
4. Clean the table and eating area when instructed by the lunchroom supervisors.

HALL BEHAVIOR EXPECTATIONS

1. Walk to all classes.
2. Visit with friends to the side of the hallway, and stay out of the flow of traffic in the middle of the hallway.
3. Use the trash cans and recycling bins in the hall to keep litter and garbage off of the floors.

SPECTATOR EXPECTATIONS: FOR ASSEMBLIES AND AFTER SCHOOL EVENTS

1. Students may only participate in delayed after school events if they are in school periods 5-8 on the day of the event. ***Students must leave the building and return for a sporting event or other after school activity.***
2. Students are required to be seated in the bleachers in the designated section for their class or group while in the gym.
3. Students who leave a game to go home will be expected to leave the school grounds within 10 minutes of leaving the gym.
4. Students are expected to demonstrate good sportsmanship during all assemblies and after school events.
5. Cell phones are permitted at after school events with the permission of the adult supervising.

Consequences may be issued by the building administrators or teachers for not following the expectations listed above at any school-related activity or event following district policies and procedures.

PARENT INVOLVEMENT

Parents play an important role in the education of their child. Even though middle school students are seeking an identity apart from their parents, it is important to stay involved in their lives, inside and outside of school. Parents can assist their children in the following ways:

- Maintaining communication with the school. Please provide the office with the most current email address and phone numbers.
- Supporting school expectations and standards.
- Inform appropriate school personnel of changes in your child's life which could influence their performance.
- Taking the school calendar into account when planning family vacations.
- Notifying the school of extended/planned absences.
- Ensure that your child reaches school on time each day.
- Establishing a routine for homework time.
- Attend events at O'Neill with your child
- Join and become involved with the PTA.
- Encouraging effort, achievement, and a positive attitude!
- Review the handbook with your student.
- Help keep your student organized by assisting them in cleaning out their binder on a regular basis.
- Set up a time each week to check in with your child on the academic progress by reviewing PowerSchool together.
- Parents are strongly encouraged to check your child's cell phone and monitor their social media on a regular basis.

PARENT COMMUNICATION

Parents will be sent a weekly newsletter each Sunday from administration. This newsletter will highlight the week ahead.

Please note: We often display student work and publish photos and good news about student accomplishments in the above publications and the local papers. If you wish for your student's name or work not to be published, please inform the principal or the office.