

William H. Wetzel Middle School

Student Handbook

2024-2025



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Madison, VA 22727

Phone Number:

(540) 948-3783

Welcome to William H. Wetsel Middle School!

Dear Wetsel Family,

I would like to warmly welcome each of you to the 2024-2025 school year at William H. Wetsel Middle School! I sincerely hope your many experiences here will be fulfilling and rewarding. The administration, faculty, and staff are dedicated to teaching, guiding, counseling, and assisting you in any way possible to make your learning experiences positive and productive.

As we look toward a new school year, we continue to embrace our mission; William Wetsel Middle School will cultivate students to be engaged partners in becoming active, informed, and civil members of the community. To accomplish this, we have created goals that include a continuation of refining and enhancing our academic, behavioral, and social-emotional systems of support by using data-driven decision-making that supports student-learner outcomes and building a collaborative teaching and learning environment for all. We will provide the opportunity for students to develop good citizenship skills. We will build mutually supportive family and community partnerships to support all students before and after graduation. We will create hands-on activities and projects that clearly define how lessons connect to the real world so that students can define problems, generate ideas, develop solutions, and evaluate their effectiveness. Lastly, students will engage in writing across the curriculum to expand students' opportunities for writing across their academic careers, increase students' writing proficiency, and deepen students' engagement with learning.

In an ever-changing technological world and with increased social media, our goal is to promote the proper use of technology in a positive and safe environment free from bullying or negative interactions. We strongly support and will enforce the bullying prevention policy approved by the Madison County School Board. All staff, students, and parents will be expected to treat each other with the respect and dignity that make Madison County Public Schools the best around.

We at Wetsel look forward to building strong relationships with you and working together to ensure our students' success. Please consider joining our PTO or other volunteering opportunities throughout the school year.

We are collectively responsible for engaging your child with a learning environment that prepares them for lifelong learning. Our school is most successful when we work as a team for the betterment of our students. I will build relationships between parents, students, faculty, and staff to accomplish this. I am confident that we will be successful if we align our resources to support our students. Together, as a school community, we will build on the traditions of the past and meet the challenges of the future in innovative and exciting ways!

On behalf of the entire staff at William H. Wetsel Middle School, I wish you a great school year!

In partnership,

Andrea Wilson

Principal

**MADISON COUNTY SCHOOL BOARD MEMBERS &
CENTRAL OFFICE ADMINISTRATION
(540) 948-3780**

Nita Collier, School Board Chairman
Christopher Wingate, Vice School Board Chairman
Greg Martz, School Board Member
Charlie Sheads, School Board Member
Sue Wood, School Board Member

Anna Graham, Division Superintendent
Dr. Cathy Jones, Assistant Superintendent of Administration

Donald Dodson, Director of Technology & Secondary Education
Tina Cropp, Director of Finance
TBD, School Psychologist
Donald Farnum, Supervisor of Transportation
Dr. Stacey Timmons, Supervisor of Facilities Management
Patty Seale, Supervisor of School Nutrition Program
Liz Patterson, Clerk of the Board
Jeanette Alexander, Director of Student Services

MISSION

William Wetsel Middle School will cultivate students to be engaged partners in becoming active, informed, and civil members of the community.

SCHOOLWIDE EXPECTATIONS

Show Your **BLUE**

Be Respectful

Learn Everyday

Understand Responsibilities

Encourage Everyone

CHARACTER EXPECTATIONS

Respect

Integrity

Responsibility

Kindness

American Citizenship

SCHOOL COLORS

Royal Blue and White

GOALS OF WILLIAM H. WETSEL MIDDLE SCHOOL

The goals for William Wetsel Middle School are as follows:

1. Continue to refine and enhance our academic, behavioral, and social-emotional VTSS by using data-driven decision-making to support student learner outcomes and build a collaborative teaching and learning environment for all.
2. Provide the opportunity for students to develop good citizenship skills.
3. Build mutually supportive family and community partnerships to support all students before and after graduation.
4. Create hands-on activities and projects that clearly define how lessons connect to the real world so students can define problems, generate ideas, develop solutions, and evaluate their effectiveness.
5. Students will engage in writing across the curriculum to expand students' opportunities for writing across their academic careers, increase students' writing proficiency, and deepen students' engagement with learning.

ATTENDANCE

ALL PARENTS/VISITORS MUST SHOW PHOTO ID WHEN CHECKING OUT AND VISITING WITH STUDENTS.

Parents are required to call the Attendance Line (**540-948-3783**) by 8:30 a.m. to report your student's absence or tardy for the school day.

STUDENT ATTENDANCE/TRUANCY REGULATIONS

The Code of Virginia (22.1-254) provides that all students enrolled in Madison County Public Schools are expected to be in school and in class every day in which schools are open. Progress in school and success in daily learning activities depend on the student's presence in class. The following guidelines will help families understand the possible consequences if their child is absent excessively:

1. The schools shall intervene with procedures to work with students with an excessive number of absences and their parents or guardians when the student is approaching five (5) unverified absences during the school year. The schools will attempt to make contact by email, letter, and/or phone call to verify each absence.
2. The schools shall intervene with procedures at six (6) unverified absences and the parent or guardian will receive a letter requesting an Attendance Meeting within ten days.
3. The schools shall intervene with procedures for court action at seven (7) unverified absences. This decision will be based on a review of all circumstances.
4. If a parent/guardian knows in advance that a student will be missing school for five (5) consecutive days, the parent and student must meet with a school official prior to the missed days to make arrangements for the student's work. Students in middle and high school should make every effort to obtain work that will be missed prior to the absence.
5. Students who are absent from school, except school related activities, will not be permitted to attend any extra-curricular school activities on that day/evening. This includes sporting events.
6. Wetsel's Attendance Policy includes an attendance meeting with the principal at 10 absences, unverified and verified, to discuss the absences.

SCHOOL/FAMILY INTERVENTION PROCEDURES

School/family intervention procedures shall include but are not limited to:

1. Parents or guardians shall contact the school when their child will be absent. Each school's attendance secretary shall attempt to contact parents or guardians by telephone after the School's Messenger System has contacted the home with no results.

2. The school principal or designee shall write the parents or guardian a letter if there is no contact from the home or indication that the parents or guardian is aware of the student's absence when a student is absent for three consecutive days. The letter will request the parents or guardian to come to school with their child.
3. For all other illnesses, if phone contact has not been made with the school(s), parents and guardians are strongly encouraged to write a valid note stating the reason for the absence and/or send a doctor's excuse upon the student's return to school within 24 hours of the student's return to school.
4. The schools shall send the parents or guardian a letter requesting a school conference or child study meeting comprised of a principal, school counselor, the student's teacher(s), the parents, the student (if appropriate), the Family Support Worker and the Intervention Specialist (if appropriate) to review the student's absences and possible interventions necessary.
5. Students may be referred by the schools to the Attendance Officer/Family Support Worker for a home visit or court intervention.
6. The schools shall review student's missing days from instruction as one of the factors considered in making after school remediation, summer school, and promotion/retention decisions with parents or guardians.
7. For high school students (9th through 12th grades): Credit may be suspended for any class from which a student has been absent more than ten (10) times in a semester. In order to restore credits at this point, students and parents/guardians will be required to meet with school administrators to craft a plan for the student to make up missed work and to be in compliance with school and state attendance regulations. This may include a requirement for adequate documentation for absences, attendance at After-School Detention to make up missing work, etc. Failure to meet these requirements may result in permanent loss of credit for the class(es) from which the student has been excessively absent, and may also result in court action for truancy. This will be an Administrative decision based on a review of all circumstances.
8. Students and parents or guardians shall be made aware of this policy annually.

ARRIVAL

School opens at 7:45 AM. Buses will unload students in front of Wetsel and MCHS. If a student is driven to school, students should be dropped off at the MCHS back parking lot where they will walk to the Wetsel gym entrance and wait in the cafeteria until the 8:05 dismissal bell rings. No loitering in the hallways or wandering throughout the building will be tolerated. All students must remain in the cafeteria until the 8:00 AM bell rings. Students should enter through the school's front door if arriving after 8:10 AM. All other doors are locked from the outside. **Parents should not bring students to school before 7:45**

AM. William H. Wetsel Middle School staff cannot assume responsibility for students before school hours when not under the direct supervision of a Wetsel staff member.

DISMISSAL/PICK UP

Students will be dismissed at 3:00 p.m.

- Students who are picked up at the end of the day are dismissed at 3:00 PM with bus riders. Students should be picked up at the MCHS back parking lot. Parents must follow the directions of teachers and staff members on traffic duty at all times for safety.
- If students are not picked up by the time the teachers and staff members go off duty (approximately 3:35), the students will be escorted to the front of the building or the lobby inside the middle school. From inside the doors, students will be allowed to watch for their rides. Students will be allowed to go outside only when their ride is waiting at the front door - no student will be allowed outside unsupervised. Parents/guardians do not have to leave their vehicles to pick up students. If your child does not come outside immediately, please pull up to the sidewalk in order to avoid stopping traffic.

DISMISSAL: BUSES

For the safety of all, students are required to unload and load the buses at school quickly and orderly. All students are required to walk directly to the school from the buses in the morning and directly to the buses from the school in the afternoon **without delay**. To prevent delays, students are to:

- Refrain from standing and/or waiting in some fashion for other students instead of proceeding to their destination.
- Refrain from standing and socializing with other students instead of moving to the school or the bus.
- Refrain from taking an indirect or longer route to the bus than is necessary.

Failure to follow these procedures will result in a bus suspension. **Any student who attempts to start or becomes involved in a verbal or physical confrontation with another student will receive a bus suspension and possibly a school suspension.**

Dismissal Precautions: Principals will not release a student during the school day to any person other than the legal custodial parent/guardian without written authorization from that parent/guardian. Parents/guardians must request the release stating the date and time. The superintendent shall provide procedures for the release of pupils who are not residing with or under the supervision of a parent/guardian. The burden of proof on the authority of the person to receive the student is on the requesting party. A formal checkout system shall be maintained in the office. Written notes of authorization must be approved by the office **prior to the start of first block classes.**

BUS TRANSPORTATION

Students are expected to ride the same buses each day, to maintain good order on the buses, to occupy the seat assigned by the driver, and to cooperate with the safety regulations necessary for accident prevention. When leaving the school building and going to the buses, everyone will be required to use the sidewalks. Students shall depart their buses at their regular stop each day. Students are not allowed to ride a bus different

from their regular bus or depart at a different stop unless they have a note from their parents, which is signed by office personnel and presented to the driver. This note must be presented to the attendance office by 9:30 AM for approval and signature by the attendance secretary. Student conduct going to and returning from school is subject to disciplinary action if deemed necessary by the principal. Written bus regulations, which will be given to every student by the transportation department, must be signed and returned as directed to the student's bus driver. It is the responsibility of the students and parents to read and obtain clarification when and if necessary of the bus regulations.

EARLY DISMISSALS

ALL PARENTS/VISITORS MUST SHOW PHOTO ID WHEN CHECKING OUT. Whenever it is necessary for a student to leave school early, the student *must* have a note signed by the parent or guardian stating the time and reason. Early dismissal notes must be turned into attendance by 9:30 AM at which time an early dismissal pass will be issued. Students must present the pass to the appropriate teacher at the time of dismissal. **Without a parent note, your child will not be called down to the office until your arrival.**

SCHOOL VISITORS

Visitors are welcome in our school. All visitors, including parents, must check in at our main office to state the purpose of their visit, show photo identification, and receive a school pass. If visitors are not listed on the student's emergency contact list, the front office will call parent/guardian for permission for the visitor to have contact with the student. Unauthorized persons, including suspended students, will be requested to leave school grounds by a building administrator.

MOMENT OF SILENCE

As mandated by Code of Virginia, 22.1-203, a moment of silence must be held before each school day. The Madison County School Board recognizes that a moment of silence prepares students and staff for their respective work or school days. Therefore, each teacher and student shall observe a moment of silence at the beginning of the first class of each school day.

Each student is to remain seated and silent and not disrupt or distract other students during the moment of silence. The moment may be used for any lawful **silent** activity, including personal reflection, prayer, and meditation. Students and employees are prohibited from praying aloud during the moment of silence.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance, as established in 4 U.S.C. § 4, is recited daily in each classroom of the Madison County school division.

During the recitation of the Pledge, students stand and recite the Pledge while facing the flag with their right hands over their hearts or in an appropriate salute if in uniform.

No student is compelled to recite the Pledge if the student or the student's parent or legal guardian object on religious, philosophical, or other grounds to the students' participating

in this exercise. Students who are exempt from reciting the Pledge shall quietly stand or sit at their desks while others recite the Pledge and shall make no display that disrupts or distracts those who are reciting the Pledge.

Appropriate accommodations are made for students who are unable to comply with the procedures described herein due to disability.

GRADING AND REPORTING TO PARENTS

- 1) All teachers will take an active role in creating circumstances that ensure the completion of all assignments.
- 2) All subjects will be evaluated using the scale of letter grades and achievement levels established by the Madison County School Board. At the present time, the scale is as follows:

| GRADE | VALUE | GRADE | VALUE |
|-------|--------|-------|----------|
| A+ | 99-100 | C+ | 77-79 |
| A | 93-98 | C | 73-76 |
| A- | 90-92 | C- | 70-72 |
| B+ | 87-89 | D+ | 69 |
| B | 83-86 | D | 67-68 |
| B- | 80-82 | D- | 65-66 |
| | | F | Below 65 |

- 3) All parents will be provided access to the Parent Portal of Power School. Printed progress reports will also be issued midway through each marking period, and report cards will be issued one week after the end of each marking period. **Interims and report cards will be sent home with the student at the end of all marking periods.** Please contact your student's school counselor for assistance with Parent Portal a

Late Work:

There are two deadlines per quarter for late assignment submission. Any assignment that is not turned in by the respective 4.5 or 9 week reporting periods will remain a 0% in the gradebook.

For example, if an assignment was due week 2, it must be submitted by the 4.5 interim.

MCPS DIVISION'S HOMEWORK POLICY

Homework provides an essential communication link between the school and the home. One measure of a program or course is the quality of the work done at home by the student. A strong home-school partnership, with many lasting benefits for the individual student and the student's family, can be greatly enhanced by a sound program of homework. In addition, homework should be an important tool in developing independent thought, self-direction, and self-discipline. It assists the student in developing good work habits and in the wise use of time.

Guidelines for homework include:

- Homework should be assigned after introduction and thorough explanation of the skills necessary to successfully complete the assignment.
- Homework should be assigned in such a manner that it will be clearly understood by all students.
- Homework should serve a valid purpose and be closely related to classroom activities.
- A student's access to resource materials should be considered when making assignments.
- Homework should be evaluated promptly and returned to the student. Appropriate rewards should be given to those students who successfully complete assigned work. Effort and competency should be recognized and rewarded.
- Teachers should seek to determine the cause if a student regularly fails to complete assigned work.
- Teachers should not avoid giving homework because they believe students will not do the work.
- Excessive homework, like the absence of homework, should be avoided.
- Homework should not be used for disciplinary purposes.
- Teachers and administrators should take appropriate steps to communicate with parents regarding the division's homework policy and to solicit their support.

EVALUATING STUDENT WORK & COMMUNICATING MISSING WORK IN POWERSCHOOL

Any assignment that is submitted after the assignment due date will be flagged as "missing" and assigned a 0 for the grade. As long as the assignment is flagged as missing, then students can still submit it for credit, and it doesn't represent a standing score of a 0% on an assignment; however, the 0 serves as a valid representation of a student's standing in a course should the work not be completed. Teachers are encouraged to provide feedback and allow for multiple attempts to demonstrate learning in all courses, and submitting work on time provides time for meaningful feedback and also for additional attempts for the students to show mastery. Teachers will communicate assignments that are eligible for multiple attempts, but this can only be expected when students submit the work for review within the designated time frame. Each teacher's course syllabus will outline their policy for missing and late work.

Gradebooks will be updated each Monday; should school be closed on a Monday, the gradebook will be updated on the next day in session. Assignments will be graded within one week of being assigned unless communicated differently from the teacher.

BREAKDOWN OF FINAL GRADE IN COURSES

WWMS operates on a nine-week grading period with a cumulative learning experience to assess each student's level of competency. Each nine week grade along with the cumulative learning experience grade are tabulated to produce a student's final.

ACADEMIC HONORS & HONOR ROLL

An "A" Honor Roll is compiled at the close of each semester. All students who make no grade below "A-" will be on this list. "A/B" Honor Roll shall also be compiled in the same manner. All students who have A's & B's shall be on this list.

NOTIFICATION OF LEARNING OBJECTIVES

As mandated by Code of Virginia, at the beginning of each school year, each school within the Madison County Public School Division will provide to its students' parents or guardians:

1. The learning objectives developed in accordance with the Standards of Accreditation to be achieved at their child's grade level, or, in high school, a copy of the syllabus for each of their child's courses, and a copy of the school division promotion, retention, and remediation policies.
2. A copy of the Standards of Learning applicable to the child's grade or course requirements and the approximate date and potential impact of the child's SOL testing; and
3. An annual notice to students in all grade levels of all requirements for Standard, Advanced Studies, and Applied Studies Diplomas, and the Madison County School Board's policies on promotion and retention as outlined in the Standards of Accreditation.

STANDARDIZED TESTING

Standards of Learning (SOL) The SOL assessments will test the student's achievement in acquiring and applying the knowledge and academic skills in English, mathematics, history, and science. The assessment will include SOL objectives from grades six through eight. Math SOL testing will be given in the 6th, 7th, and 8th grades at the end of the year. Science and Civics SOL testing will be given at the 8th grade end-of-course. The reading, literature, and research portions of the English SOL test will be given in the 6th, 7th, and 8th grades at the end of the year. The Integrated Reading and Writing (IRW) SOL will be given in early spring to students in the eighth grade..

IMMUNIZATION REQUIREMENTS

No student may be enrolled in school without documentary proof that the student has been adequately immunized against communicable diseases as outlined in public law 22.1-271.1, Code of Virginia. All rising seventh graders must have the Hepatitis B vaccination series completed or set in place before entering the seventh grade. All seventh graders must have the tetanus, diphtheria, pertussis (TDAP) booster shot prior to entering school if 5 years have elapsed since the last booster shot.

COUNSELING SERVICES

The goal of the William H. Wetsel Middle School Counseling program is to foster academic, personal, and career development of early adolescents. Parents, teachers, and students are encouraged to use the services provided in the school. Classroom counseling services will be provided on an ongoing basis.

LIBRARY PROCEDURES

The school library is open from 8:05 AM until 3:00 PM. Guidelines for the use of the library are as follows:

1. All students will be assigned a computer identification number to use when checking out books.
2. A maximum of three books may be checked out at one time.
3. Lost or damaged books (including damaged/destroyed barcodes) must be paid for in a timely manner.
4. Students owing the library for lost or very late books may lose library privileges until the materials are paid for or returned.
5. Except for reference books, magazines, and books on reserve, students may check out library books for two weeks. When brought to the library, these may be renewed for additional two-week periods.
6. Newspapers and magazines are reserved for use in the library.
7. Food and/or drinks, book bags, and coats are not permitted in the library.

Networked computers or laptops are available to all classrooms and the library for the purpose of research and publishing activities. Networked programs include World Book Encyclopedia and Destiny Card Catalog. Students are expected to be responsible computer users by handling all equipment carefully and following county policies on the use of software and the Internet.

EMERGENCY DRILLS

Fire drills are held at unannounced times throughout the school year. All students will be instructed on fire drill procedures as follows:

- Fire drills and lock down drills are required by law.
- Schools must conduct one fire drill each month and two lockdown drills per school year.
- Fire drills are conducted in order to train students to leave the building in a quick and orderly manner during an emergency alarm and to teach self-control during emergency situations.
- Students should not return to the building until told to do so by the teacher. In no case should students re-enter the building when a bell rings. Teachers should allow students to re-enter the building only upon the direction of an administrator or designee.
- At least one fire drill must be conducted with some exit(s) blocked. Students should always know their alternative exit. When an exit is blocked, the first person to reach or notice that the exit is blocked should raise his/her right hand clearly above his/her head and turn about-face and proceed to an alternative exit.

Further instructions include:

1. Students will move quickly and quietly out the exit indicated on the diagram posted in each room.
2. The teacher will pick up the roll book, close the door, and follow the students out of the building.
3. Students should proceed to the appropriate side of the road, either in front or behind the building and wait for instructions from the teacher. Once the class is assembled, a safe distance from the building, the roll will be taken into account for each student.
4. Pulling a fire alarm when there is no emergency is a criminal offense.

During the school year, practice drills for bomb threats, intruders, tornados, and earthquakes will also be conducted.

TARDY POLICY

CLASS-TO-CLASS TARDIES

It is important that students report to class on time so that class instruction will not be interrupted. There is a sufficient four-minute exchange time between classes. Students are expected to be in their classrooms when the tardy bell rings. Every teacher will discuss with students and post the tardy policy in the classroom. Individual classroom teachers will record tardies.

CONSEQUENCES FOR CLASS-TO-CLASS TARDIES

1st Tardy – Verbal warning (teacher)

2nd Tardy – Warning and parent notification (teacher)

3rd Tardy – Lunch Detention and Parent Notification (teacher) Administration will conference with student (Administration)

4th Tardy – Discipline referral, conference with the student and parent notification.

MORNING TARDIES

Students are expected to be at school by 8:05 AM to allow for going to their lockers. At the 8:10 AM bell, they are to be present in their homerooms, going to lockers first if necessary. Students arriving after the tardy bell at 8:10 AM must go to the main office immediately for a pass in order to enter class.

LUNCH DETENTION PROCEDURES

1st Lunch Detention - Teacher Documentation (Google Form) & Parent Notification

2nd Lunch Detention - Teacher Documentation (Google Form) & Parent Notification

3rd Lunch Detention - Teacher Documentation (Google Form) & Parent Notification (Administration will conference with the student)

4th (+) Lunch Detention - Teacher Documentation (Google Form) , Parent Notification, Discipline Referral written, (Administration will meet with the student upon receiving the referral and assign consequences.)

DRESS CODE

MCPS staff, as part of their professional responsibility, are given the authority to make final judgments as to the appropriateness of student attire. The staff and administration at MCPS will make every effort to educate students on dress-code expectations and model the dress code as well. We understand the interest of many students in being creative with their style and dress; because of this, we will offer opportunities such as spirit days, pep rallies and social events that offer opportunities to be creative within given guidelines. Repeated dress code violations, despite education on the dress code, will be referred to the school administration and can result in a disciplinary

referral for refusing to follow school rules and expectations. There may be review of the dress code during the year, which may create a change in standards. If this occurs, you will be notified. If a student is addressed by any staff member for dress code, the student must respectfully comply. The building principal shall have final authority for determining if a particular item of dress complies with school regulations.

| Dress Expectations | Grade |
|---|-------|
| Students clothing should never be see-through as to reveal undergarments or private areas of the undressed body. | PK-12 |
| Tops with necklines and backlines that fall at or below the armpit crease should not be worn. | PK-12 |
| Tops must include straps that connect from the front of the shirt to the back. | PK-12 |
| Clothing should cover the midriff at all times. | PK-12 |
| Students should only wear eye-wear within buildings that is untinted (unless medically prescribed) | PK-12 |
| <p>Students may wear head coverings within the school building during the instructional day.</p> <ul style="list-style-type: none"> A. Head coverings must not cover any identifying facial features and ears must be visible. B. Head coverings may be restricted under certain circumstances. | PK-12 |
| Dresses, skirts, shorts, and other similarly related clothing should be of appropriate length that covers private areas of the body. The buttocks may not be exposed at any time. | PK-12 |
| <p>Appropriate and safe shoes must be worn at all times.</p> <ul style="list-style-type: none"> A. Students must wear tennis shoes for participation in Physical Education class. <i>(Tennis shoes can be provided if needed)</i> | PK-12 |
| Clothing free from language that is profane or images that depict, advertise, or advocate illegal, violent, or lewd conduct, the unlawful possession or use of weapons, drugs, drug paraphernalia, alcohol, tobacco, marijuana, or other controlled substances or are discriminatory. | PK-12 |

GENERAL RULES

All students are expected to comply with the rules of William H. Wetsel Middle School as follows:

1. Students are expected to conduct themselves in an orderly, courteous, dignified, and respectful manner at all times.

2. Each student will be expected to produce work that is consistent with his/her individual abilities, to be attentive in class, and to complete all assigned work on time.
3. Students are considered to be under the jurisdiction of the school while at school and while traveling to and from school when using MCPS transportation.
4. A note or phone call from the parent is required upon each absence.
5. All students scheduled in physical education class must participate unless a parent provides a written excuse. If a student is to be excused for more than three days, an excuse from a doctor is required.
6. Any student who damages or destroys any school property will be held responsible, along with the parents, for repair or replacement of such property.
7. Students are not allowed to go to the high school at any time unless taking a class at the high school or participating in an athletic program that practices at the high school. This includes the regular school day as well as mornings before school and afternoons after school.
8. Students must not have any dangerous articles in their possession at any time. This includes matches, fireworks or other items that may cause injury or harm. Violations will result in suspension and notification will be given to parents and law enforcement. Possession of weapons of any kind will result in an automatic suspension and a referral to the Division Discipline Committee (DDC).
9. The use, possession, and/or distribution of tobacco products by students are prohibited. Notification will be given to parents and law enforcement. The policy as stated in Code of Virginia, Section 15.2-2800 is as follows:

Smoking, chewing or any other use of any tobacco products by students shall be prohibited on school property.

- a) "School property" shall mean all property owned, leased, rented or otherwise used by a school including but not limited to the following:
- b) All interior portions of any building or other structure used for instruction, administration, support services, maintenance or storage.
- c) Any indoor facility or portion of such facility owned or leased or contracted for and used for the provision of regular or routine health care, day care, or early childhood development (Head Start) services;
- d) All vehicles used by the division for transporting students, staff, visitors or other persons.
- e) "Tobacco" shall include cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, vapes, and all other kinds and forms of tobacco prepared in such a manner as to be suitable for chewing, smoking or both. "Tobacco" shall include cloves or any other product packaged for smoking.
- f) "Smoking" means the carrying or holding of any lighted pipe, cigar, or cigarette of any kind, or any other lighted smoking equipment, or the lighting, inhaling, or exhaling of smoke from a pipe, cigar, or cigarette of any kind.

10. The use, possession, and distribution of alcohol, drugs, or “look-alike” drugs are prohibited and violations will result in an automatic suspension and a referral to the DDC. Notification will be given to parents and law enforcement.

11. Any type of fighting, bullying, or aggressive behavior is prohibited and will result in disciplinary action.

12. Students may not sell any items at school unless approved by the school administrator.

13. Students are required to move through the halls in a quiet and orderly manner. All students must have a hall pass and must sign out and in when leaving and re-entering classrooms.

14. Personal electronic devices such as game consoles are prohibited at school. Cell phones must be stored in the student’s locker during school hours. **Failure to follow these rules will result in the confiscation of such devices until a parent or designated adult picks up the device no earlier than the end of that school day.**

15. No student may remain after school hours unless he or she is involved in a supervised school activity.

16. Any item that is considered a disruption to the educational process is prohibited. This includes radios, laser pointers, and other listening devices and/or electronic equipment. Such items will be confiscated.

18. Public display of affection is not permitted.

19. A student shall not sexually harass another student or any school employee, volunteer, student teacher or any other person present in school facilities or at school functions. Sexual harassment includes any unwelcome sexual advances, requests for sexual favors and other inappropriate verbal or physical conduct of a sexual nature that creates an intimidating, hostile or offensive environment. If you have been sexually harassed, report the incident to school personnel immediately.

20. Cheating, forgery, plagiarism, and/or lying are not permitted.

Students who fail to follow rules or who behave improperly are subject to any or all of the following consequences:

- Counseling
- Loss of privileges
- Parental conferences
- Tasks or restrictions assigned by the principal or designee

- Placement on a behavior contract
- Detention during lunch
- Suspension from school-sponsored activities or events prior to, during, or after the regular school day
- In-school suspension
- Out-of-school suspension
- Community service on school grounds
- Referral to an alternative education placement
- Notification to legal authority when appropriate
- Suspension to the Division Discipline Committee (DDC)
**Students who show no improvement in behavior after several referrals or who are involved in very serious offenses will be suspended to the DDC
- Referral from the DDC to the Madison County School Board

BEHAVIOR CONTRACT

When a student exhibits a pattern of misbehavior, parents are contacted and an intervention team meeting is held with the student in attendance. If this meeting does not result in an improvement in the student's behavior, then a behavior contract may be put into place. If there is little or no change in behavior, a change in placement might be necessary. The contract may be reviewed as needed.

FIELD TRIPS

Participation in field trips is a privilege which each student may earn. Depending on a student's conduct in school, this privilege may or may not be awarded to an individual.

SEARCH AND SEIZURE

To maintain order and discipline at William H. Wetsel Middle School and to protect the health, safety and welfare of students, school authorities may search a student, student lockers or student belongings under the circumstances outlined below. School Authorities may seize any illegal, unauthorized, or contraband materials discovered in the search. Student desks and lockers are the property of the school, and school officials reserve the right to search desks and lockers. Should illegal materials be found during a search, law enforcement officials will be notified.

A student's person and personal belongings (e.g. purse, book bag, vehicle, etc.) may be searched whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials or has violated or is about to violate the law or a school rule. A school administrator does not need probable cause or warrant to search students. If a pat-down search of a student's person is conducted, it will be conducted in private by a school official of the same sex and with an adult witness present, when feasible. The student has the right to refuse to be searched. In the case of a refusal of the student to submit to the search, the parent and the appropriate law enforcement personnel will be notified.

SCHOOL RESOURCE OFFICER

Madison County Schools and the Madison County Sheriff's Department are partners in a program that places a School Resource Officer (SRO) in the school system. This uniformed officer is responsible for enforcing laws in school, for assisting with issues of safety in the schools, and for acting as a liaison between the Sheriff's Department and the school system. The SRO also participates in conflict mediation and violence prevention with students. The SRO is a member of the school staff, and reasonable requests by the SRO of students need to be followed in the same way as they would with any staff member.

As a law enforcement officer, the SRO may not initiate a search or questioning of a student in any matter other than that of legitimate law enforcement. The SRO may be present as a witness during a school administrator's search of a student, but may not participate otherwise. If it becomes necessary for the SRO to intervene as a law enforcement officer in a school-related matter, parents or guardians of any student involved will be informed as soon as possible.

LOCKERS

Lockers are assigned to individual students, but lockers remain the property of the school division. Lockers may be inspected in order to ensure proper maintenance. **Each student has the responsibility to secure their locker and to refrain from providing the combination to any other student.** Students are not allowed to decorate (stickers, pictures, etc.) the outside of their lockers. Lockers may be searched at any time when the school administration has reasonable suspicion to do so. **Bookbags, mini bags, and winter coats, are to remain in lockers at all times during the school day. Coats are to be worn outside only.**

LOST AND FOUND

During the school year, any articles of clothing, books, etc., that you find should be taken to the Lost and Found area in the ISS room. Lost articles may be claimed within nine weeks. Items not claimed within nine weeks will be donated to a local charity or discarded. Any personal items that are left in lockers, classrooms, etc. at the end of the school year will be discarded if not claimed within 2 weeks from the last day of the regular school year.

TELEPHONE AND CELLPHONE USAGE

The office phones are business phones and should not be used by students except in the case of an emergency. ***Students must have a signed permission from a teacher to make a telephone call.*** Teachers will initial a student's pass prior to allowing the student to leave class to use the phone. The school secretaries will initial on the pass, indicating that a student has used the telephone. Excessive use of telephone privileges is discouraged and will be monitored. Please relay routine information to your child before their arrival to school or after their return home. In case of emergency, incoming messages will be relayed to students as soon as possible. If there are changes in your child's after-school transportation arrangements, please make every effort to contact the school one (1) hour prior to dismissal. **Students are not allowed to have cell phones out or in use during regular school hours. Cell phones must remain in the students' locker.** If a smartwatch is connected to a cell phone, it must remain off during the school day. The first offense of cell phone violation results in confiscation and phone returned to the student at the end of the school day. The second offense and after results in confiscation and parent pick-up.

MEDICATION

We strongly encourage that whenever possible medication is given at home. For the safety of all our children, **no student will be allowed to bring his/her own medication to school.** The medication must be brought into the office by the parent/guardian. Medication that has to be given at school must follow the guidelines listed below.

Prescription medications: The school nurse or designee may give medication to children only with a physician's written order and signed request from parent or guardian. Such medicine must be in the original container.

Nonprescription Medications: The school nurse or designee may give nonprescription medication to students only with the written permission from the parent or guardian. Such permission shall include the name of the medication, the required dosage of the medication, and the time the medicine is to be given. Such medicine must be in the original container. In order for nonprescription medication to be given to a student for more than five days, written permission from the child's physician shall be required. Medications brought in envelopes or bags, etc. will not be accepted.

These guidelines are important to ensure that proper medications are given to your children. If you have any questions or problems with this issue, please contact our school at (540) 948-3783.

BREAKFAST PROGRAM

Breakfast will be available for purchase in the mornings before school. Students may go to the cafeteria upon arrival to pick up breakfast. Food must be consumed in the cafeteria.

MEAL PRICES

Breakfast - Student = FREE ; Adult= \$2.55
Lunch - Student = FREE ; Adult =\$4.35

LUNCH PERIODS AND PROCEDURES

Students may bring a bag lunch or get lunch from the school cafeteria. Milk will be offered as well. A la carte items will also be available. In addition to the main lunch items, a variety of snacks can be purchased at various prices from the snack bar. Students will eat lunch by grade level. The school lunch coordinator can answer any questions concerning the school lunch program. The contact number is 948-3780.

Payments can be made online through K12 Payment Center. The web address to access is <https://www.k12paymentcenter.com>. If a student wants to prepay for extra snacks,, payment must be made to the cafeteria manager on Monday mornings in the cafeteria.

The cafeteria is a place where good human relations and good manners can be developed. The following guidelines apply during the lunch period.

1. Students will refrain from pushing, shoving, breaking in line, and/or throwing food.
2. Students must have permission to leave the cafeteria during lunch. Passes must be obtained to go to lockers, classrooms, or the main office.

3. Students must leave tables clean and free from trash. Food and beverages are not permitted outside of the cafeteria.
4. Talking should be kept at a reasonable level.
5. Respect for others should be shown at all times.
6. When an announcement is being made by staff at the microphone, students must be silent.

CAFFEINATED ENERGY DRINKS

All types of energy drinks, powders or supplements are prohibited at any time. The ingredients in these supplements are not recommended for children, anyone with a heart condition, or sensitivity to caffeine due to the high amounts of caffeine, sugar and other additives. Examples of prohibited energy drinks, powders or supplements may include, but are not limited to, 5 ½ hr Energy, Monster, Red Bull, NOS, etc. Policy Reference: EF: Food Service Management.

PTO AND PARENT VOLUNTEERS

William H. Wetsel Middle School has an active PTO. All parents and other patrons of the school are encouraged to become members by attending PTO meetings and supporting activities.

Parents, guardians, and grandparents are encouraged to help in our school. Volunteers are greatly needed and appreciated throughout the school year. If you would be willing to share your time and talents, please contact the PTO President or call the main office at (540) 948-3783.

WORKERS PERMIT

Students ages 14-15 in need of worker permits should visit the Department of Labor and Industry website to complete the necessary paperwork to obtain a permit. Exceptions are farm, garden, orchard, or domestic work; or when parents employ the student in a non-hazardous occupation. The website can be found at:

<https://www.doli.virginia.gov/labor-law/youth-employment/>

PARENT-TEACHER CONFERENCES

All parents or guardians are invited to participate in parent-teacher conferences as scheduled on the school calendar. Parents are also welcome to meet with a teacher at any time during the school year. However, we request that you first make an appointment so instructional time is not lost.

STUDENT COUNCIL ASSOCIATION

Wetsel Middle School has an elected Student Council consisting of officers and representatives from each grade level. Students using secret ballots elect officers and representatives. SCA's primary goal is to be the voice of the student population. Students must be in good academic and behavioral standing in order to participate in SCA.

GIFTED AND TALENTED PROGRAM

Gifted services are provided for middle school students identified as having specific academic aptitude, intellectual aptitude, and visual and/or performing arts aptitude. Students may be referred at any time by parents, educators, peers, or any other individual who knows the student's abilities. A "Referral/Identification Form" is available in the school counseling office. Once the top part of the form is completed and returned to the school counseling office, the process begins. Services include acceleration based on individual student's needs; guidance services addressing the special needs of the gifted students; in-class differentiation of instruction; and enrichment classes and activities.

RESTROOMS

Restroom visits should be planned during class changes.

- Students will not be permitted to use the restrooms **10 minutes before or after a class change unless it is an emergency.**
- An adequate number of restroom facilities are available to students. Students are expected to use the restroom closest to their classroom.
- Students are expected to keep restrooms clean and in good condition.
- Restroom visits are discouraged during class time unless it is an absolute emergency.
- A teacher issued pass is required to use the restroom during class time.
- Students should use the restroom located outside of the cafeteria doors during lunches.
- Students with medical conditions that require multiple trips to the restroom must provide proper documentation to administration.

CLUBS

Wetsel has a variety of clubs that meet during the school day. All clubs are supervised by a teacher or staff member. Participation in clubs is contingent on good behavior and cooperation during club activities. A listing of clubs will be provided during the first month of school.

ATHLETIC POLICY

Through participation in sports, students will learn self-discipline and skills that will benefit them in their school and personal lives. However, academic work comes before any athletic contests or practices. Teachers will be given a roster of each team so that they may communicate with coaches about students' academic development. Any student entering 8th grade is eligible to try out for any JV team. Requirements to participate in sports: A physical examination and parental permission forms must be completed prior to the beginning of practice. If a student arrives at school after 9:00 a.m., is in ISS for ½ a day or more and/or if he/she has an out-of-school suspension, he/she cannot practice for or

participate in the scheduled game on the day (s) of suspension. In addition, a student must be in attendance at school all day in order to play or practice unless there is prior approval by the athletic director.

According to the Virginia High School League rules, which govern high school activities in the Virginia public schools, any eighth grade student enrolled in the middle school may participate on the Junior Varsity level of the high school where he/she will be entering the ninth grade.

The V.H.S.L. minimum academic standards require that a participant for the first semester must be currently enrolled in no fewer than five subjects, or their equivalent, offered for credit and which may be used for graduation and have passed five subjects, or their equivalent, offered for credit and which may be used for graduation the immediately preceding year or the immediately preceding semester for schools that certify credits on a semester basis. For the second semester, a participant must be currently enrolled in not fewer than five subjects, or their equivalent, offered for credit and which may be used for graduation and have passed five subjects, or their equivalent, offered for credit and which may be used for graduation the immediately preceding semester.

All athletes and potential athletes must pass five out of eight courses. Some courses such as math count as two classes. At the discretion of the middle school principal in conjunction with the athletic director and coaches, if a student participant is not showing qualities of a positive role model for the school, he or she may be removed from the team.

ATTENDANCE AT SCHOOL

Athletes should maintain exemplary attendance at all times. To participate in any after school practice or competition, a student must be in school by 9:00 a.m. and remain in school for the rest of the day. The only exceptions to this rule are:

1. A death in the family
2. A dentist/orthodontist appointment
3. A doctor's appointment

A "return to school" note must be presented to the attendance office upon the athletes return to school for a dentist or doctor's appointment.

NOTICE TO STUDENTS AND PARENTS

All school division policies and state policies (Code of Virginia) may be found in the Madison County School Board Policy Manual. Copies of this manual are located in the school office, administrator's office, school library, and in the Madison County Library.

Please note: All parents are required to review all information presented in the parent handbook which is handed out during the beginning of each school year to each student in the county. The signature page included must be completed, signed, and returned to Wetsel Middle School. It is also mandatory that parents register their child every year,

even if the child had been registered in previous years. Signature page completion and registration must be done within the first ten days of the school year.

Madison County Public Schools Code of Conduct

Administrative responses and interventions should be designed to address student behavior, reinforce school and classroom expectations for appropriate behavior, and prevent further behavioral issues. The following list of leveled administrative responses to student behavior have been established with guidance from the Virginia Department of Education and represent Madison County Schools' continued dedication to ensure our students are provided with a learning environment that is safe and conducive to learning for all students.

Level One Responses

Level One responses are intended to prevent further behavioral issues while keeping the student in school.

- ❖ Re-teaching or modeling of desired behavior
- ❖ Recognize/Reward appropriate behavior
- ❖ Administrator/Student conference and/or Administrator/Student/Teacher conference
- ❖ Written reflection or letter of apology
- ❖ Peer mediation or conflict resolution
- ❖ Behavior Progress Chart
- ❖ Community Service (appropriate to correct the behavior)
- ❖ Restitution
- ❖ Seat Change
- ❖ Loss of school privileges
- ❖ Confiscation by Administration
- ❖ Administrator/Teacher/Parent/Guardian Conference
- ❖ Detention (before school, at lunch, after school)
- ❖ In-School Suspension (Up to 2 days) with behavioral instruction and academic support

Level Two Responses

Administrative responses and interventions at this level are designed to prevent further behavior issues and keep the student in school. Depending upon severity of the behavior, short term removal of the student from the classroom may be appropriate.

- ❖ Student Conference
- ❖ Administrator/Teacher/Counselor/Student conference (includes re-teaching of expected behavior)
- ❖ Administrator/Teacher/Parent/Guardian conference
- ❖ Check-In/Check-Out
- ❖ Mediation or conflict resolution
- ❖ Detention (before school, at lunch, after school)
- ❖ Referral to support services (e.g., School Counselor, Mentor Program, or Problem Solving Team (VTSS))
- ❖ Referral to Individualized Education Plan team
- ❖ Schedule Change
- ❖ Community service (appropriate to correct the behavior)
- ❖ Referral for community-based services
- ❖ Restitution
- ❖ Confiscation
- ❖ Temporary loss of privileges
- ❖ In-School suspension with behavioral interventions and/or restorative practices (1-3 days)

Level Three Responses

Depending upon the severity, chronic nature of the behavior and/or safety concerns, Level Three behaviors may result in the student's short term removal from school.

- ❖ Administrator/Teacher/Counselor/Student conference
- ❖ Detention
- ❖ In-school suspension with restorative practices (3-5 days)
- ❖ Referral to support services (e.g., School Counselor, Mentor Program, Problem Solving Team (ex. VTSS), Therapeutic Day Treatment)
- ❖ Referral for community-based services
- ❖ Functional Behavior Assessment (FBA) and Behavioral Intervention Plan (BIP) Development.(Special Education Students)
- ❖ Functional Behavior Assessment (FBA) and Behavioral Intervention Plan (BIP) Development (General Education Students)
- ❖ Community Service
- ❖ Revocation of privileges
- ❖ Restitution
- ❖ Referral to Alternative Education Programs
- ❖ Short-term out-of-school suspension (Elementary 1-3 days, Secondary 1-5 days) with restorative circle or conference upon return
- ❖ **Suspension to site**

- ❖ Behavior contract (developed with and signed by the student, parent/guardian, and school officials)
- ❖ Referral to law enforcement where required

Level Four Responses

Level Four Behaviors may require a report to the superintendent or superintendent's designee as outlined in the Code of Virginia 22.1-279.3:1. Local school board policy may acquire additional reporting. A referral to the superintendent or designee does not automatically result in long term suspension, change in placement or expulsion. After a review of the incident in context, the superintendent or designee may return students to a comprehensive setting with additional supports and/or responses to be implemented.

- ❖ Threat Assessment as indicated by the behavior
- ❖ Referral to law enforcement as required
- ❖ Parent-Administrator-Teacher-Student behavior contract
- ❖ Long-term revocation of privileges
- ❖ Restitution via written contract
- ❖ Referral for community-based services
- ❖ Schedule Change
- ❖ **Suspension to site**
- ❖ Short-term out-of-school suspension (for preschool to grade three students 1-3 days, (4-10 days for grades fourth-to sixth, or 5-10 days for seventh-to twelfth-grade students)
- ❖ Recommendation for a long-term suspension as determined by local policy or by Code. 11-45 days as defined by 22.1-276.01)

Level Five Responses

Reserved for behaviors that require referral to the superintendent or designee. For preschool to grade three, any suspension beyond three days must be referred to the superintendent. A referral to the superintendent or designee may not automatically result in an expulsion, alternative placement, school reassignment, or long term suspension.

Required School-based Administrative Responses to Level 5 Behaviors.

- ❖ Threat Assessment as indicated by the behavior
- ❖ Referral to law enforcement as required
- ❖ Referral to Superintendent or designee

Examples of superintendent or designee responses to Level 5 behavior

- ❖ Long term suspension (11-45 days as defined in 22.1-276.01)
- ❖ Alternative placement
- ❖ Expulsion

- ❖ School reassignment: Students may be assigned to another school within the division. Board policy should establish the procedures for assigning any student to another school. Those policies and procedures should ensure equity.
- ❖ Return the student to the school setting with appropriate supports and interventions.

Secondary Schools Levelled Responses of Student Behaviors

| Category A: Behaviors that impede the Academic Progress (BAP) of the student or of others students | Level 1 | Level 2 | Level 3 | Level 4 | Level 5 |
|--|---------|---------|---------|---------|---------|
| Interfering with learning in the classroom (talking, excessive noise, off-task, out of seat, possessing items that distract) | X | X | | | |
| Interfering with learning outside of the classroom (excessive noise, interrupting a class, etc.) | X | X | | | |
| Scholastic dishonesty (cheating, plagiarism) | X | X | | | |
| Unexcused tardiness to class | X | X | | | |
| Unexcused tardiness to school | X | X | | | |

| Category B: Behaviors related to School Operations (BSO) Interfere with the daily operation of the school procedures | Level 1 | Level 2 | Level 3 | Level 4 | Level 5 |
|---|---------|---------|---------|---------|---------|
| Altering an official document or record | X | X | | | |
| Bring unauthorized persons to school or allowing unauthorized persons to enter the school building | X | X | X | X | X |
| Dress Code Violation | X | X | | | |
| Failure to be in one's assigned placed on school grounds | X | X | X | X | |

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|---|---|---|---|---|--|
| Failure to attend assigned disciplinary setting (detention, in-school suspension etc.) | X | X | X | | |
| Gambling (games of chance for money or profit) | X | X | | | |
| Possessing Items that are inappropriate for school (examples include toys, literature, electronics) | X | X | X | X | |
| Giving false information to staff | X | X | X | | |
| Refusal to comply with requests of staff in a way that interferes with the operation of school | X | X | X | X | |
| Possession of stolen items | | | | X | |
| Unauthorized use of school electronic or other equipment | X | X | X | X | |
| Student is not going to class as assigned | X | X | | | |
| Student is in an unauthorized area of the campus. (This behavior cannot be related to school or class attendance/nonattendance) | X | X | X | X | |
| Vandalism, graffiti or other damage to school or personal property | X | X | X | | |
| Violation of the Acceptable Use of Technology/Internet Policy | X | X | X | X | |
| Violation of school board policy regarding the possession or use of portable communication devices | X | X | X | | |

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|--|---------|---------|---------|---------|---------|------------------------|
| Category C: Relationship Behaviors (RB) create a negative relationship between two or more members of the school community (No physical | Level 1 | Level 2 | Level 3 | Level 4 | Level 5 | Notify Law Enforcement |
|--|---------|---------|---------|---------|---------|------------------------|

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| harm is done) | | | | | | |
| Bullying with no physical injury | | X | X | X | X | |
| Cyberbullying | | X | X | X | X | |
| Failure to respond to questions or request by staff | X | X | X | | | |
| Inappropriate physical contact that is sexual in nature or violates school rules regarding contact | X | X | X | | | |
| Posting, distributing, displaying, or sharing material or literature that is libelous, or sexually suggestive including using electronic means to post such material | X | X | X | X | X | X |
| Saying or writing either directly or through electronic communication sexually suggestive comments, innuendos, propositions, or other remarks of a sexual nature | X | X | X | X | X | X |
| Speaking to another in an uncivil, discourteous manner | X | X | | | | |
| Teasing, taunting, engaging in verbal confrontation, verbally inciting a fight | X | X | X | | | |
| Using profane or vulgar language or gestures (swearing, cursing, hate speech, gang signs or gestures) | X | X | X | | | |
| Using slurs based upon actual or perceived race, | X | X | X | X | | |

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| ethnicity, color, national origin, citizenship/immigration status, weight, gender, gender identity, gender expression, sexual orientation, or disability. | | | | | | |
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| Category D: Behaviors of a Safety Concern (BSC) create unsafe conditions for students, staff, and/or visitors to the school. | Level 1 | Level 2 | Level 3 | Level 4 | Level 5 | Notify Law Enforcement |
|--|---------|---------|---------|---------|---------|------------------------|
| Alcohol: Possessing or using alcohol | X | X | X | X | X | X |
| Alcohol: Distributing alcohol to other students | | X | X | X | X | X |
| Bullying Behavior without physical injury that continues after intervention. Bullying that leads to physical injury should be classified as Assault and Battery. (See Category E) | | X | X | X | X | |
| Bus: Distracting the bus driver | X | X | X | | | |
| Bus: Endangering the safety of others on the bus | X | X | X | | | |
| Cyberbullying that continues after intervention. Cyberbullying that relates a threat to the safety of students and staff should be treated with a higher level of intervention and | | | X | X | X | |

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| consequences | | | | | | |
| Drugs: Possessing drug paraphernalia or look-alike-drug | X | X | X | | | |
| Drugs: Violating school board non-prescription (over the counter) medication policy | X | X | X | | | |
| Engaging in reckless behavior the creates a risk of injury to self or others | X | X | X | | | |
| Exposing body parts, lewd or indecent public behavior | X | X | X | X | | |
| Fire alarm, Falsely activating a or other disaster alarm | | X | X | | | |
| Fire Related: Possessing items that could be used to set or cause a fire or produce large amounts of smoke | X | X | X | | | |
| Inciting or causing a substantial disturbance to the operation of school or the safety of staff and/or students | | X | X | X | X | |
| Leaving school grounds without permission | X | X | X | X | | |
| Physical contact of a sexual nature-patting body parts, pinching, tugging, clothing | X | X | X | X | | |
| Physical sexual aggression and/or forcing another to engage in sexual activity | | | | X | X | X |

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|---|---|---|---|---|---|---|
| Shoving, pushing, striking a student with no visible injury | X | X | X | | | |
| Stalking: as described in the Code of Va. Section 19,2-60 .3 | | | | | X | X |
| Stealing money or property without physical force | X | X | X | | | |
| Stealing money or property using physical force (no weapon involved) | | | X | X | | |
| Stealing money or property using weapons or dangerous instruments | | | | X | X | |
| Throwing an object that has the potential to cause a disturbance, injury, or property damage | X | X | X | | | |
| Tobacco: Possessing/Using tobacco products, electronic cigarettes, vaping equipment | | X | X | X | | X |
| Trespassing | | X | X | X | | |
| Weapons: Possessing or selling any weapon as defined by school board policy, not including firearms | | | | X | X | X |

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|--|---------|---------|---------|---------|---------|------------------------|
| Category E: Behaviors that Endanger Self or Others (BESO) | Level 1 | Level 2 | Level 3 | Level 4 | Level 5 | Notify Law Enforcement |
|--|---------|---------|---------|---------|---------|------------------------|

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|--|---|---|---|---|---|---|
| These behaviors endanger the health, safety, or welfare of either the student or others in the school community | | | | | | |
| Assault: Intending to cause physical injury to another person | | X | X | X | | |
| Assault and Battery: Causing physical injury to another person | | | X | X | X | X |
| Bomb threat-Making a bomb threat | | | | X | X | X |
| *Drugs: Possessing controlled substances, illegal drugs, or synthetic hallucinogens or unauthorized prescription medications ¹ | | | X | X | X | X |
| *Drug: Being under the influence of controlled substances, illegal drugs, or synthetic hallucinogens or unauthorized prescription medications | | | | X | X | |
| *Drug: Using controlled substances or using illegal drugs or synthetic hallucinogens or unauthorized prescription medications | | | | X | X | |
| *Drugs: Distributing controlled substances or prescription medications or illegal drugs or synthetic hallucinogens or alcohol to another student | | | | X | X | X |
| Fighting: The use of physical violence between students or on another person where there is no injury as determined by the school administration | X | X | X | | | |
| Fire: Attempting to set, aiding in setting, or setting a fire | | | X | X | X | X |

¹ *To include illegal drugs found in vaping devices

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|--|--|---|---|---|---|---|
| Gang Related Behavior: Engaging in threatening or dangerous behavior that is gang related as defined in <u>18.2-46.1</u> | | | X | X | X | |
| Hazing as defined in <u>18.2-56</u> and noted in <u>22.1-279.6</u> | | | | | X | |
| Striking Staff: The use of force against a staff member when no injury is caused | | | X | X | X | X |
| Threatening, intimidating, or instigating violence, injury or harm to a staff member or members (not including written threats) | | X | X | X | X | |
| Threatening, intimidating or instigating violence, injury or harm to another student(s) other(s) (not including written threats) | | X | X | X | X | |
| Threatening, intimidation, or instigating violence, injury or harm to another student(s) or other(s) in writing. If the written threat is to a staff member, a report to law enforcement is required unless the student making the threat has a disability | | | | | X | X |
| Weapon: Possession of a firearm or destructive device as defined in <u>22.1-277.07</u> | | | | | X | X |
| Using an object not generally considered to be a weapon to threaten or attempt to injure school personnel | | | | | X | X |
| Using an object not generally considered to be a weapon to threaten or attempt to injure students or others | | | | | X | X |
| A crime in the community where the student was charged with an offense relating to the | | | | | X | X |

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|---|--|--|---|---|---|---|
| Commonwealth's laws, but required to be disclosed to the superintendent of the school division pursuant to 16.1-260 (G) | | | | | | |
| Weapon: Possession of a weapon, other than firearm, as defined by school board policy | | | X | X | X | |
| Using any weapon to threaten or attempt to injure school personnel, students, or others | | | | | X | X |

In order to reduce, dissuade, and educate students on the harmful effects of vaping tobacco or other illegal substances, Madison County High School and Wetsel Middle School have adopted the following disciplinary approach to combat the rising use of vaping devices in young adults. All vaping devices will be treated as tobacco until testing can be done to identify the substance contained in the device. Madison County Public Schools does retain the right to further consequences if the vaping device contains another illegal substance other than tobacco.

Vaping

1st Offense-Student will be suspended to site (1 day) and participate in an educational program regarding the dangers of vaping tobacco.

2nd Offense-Student will be suspended to site (5 days) and participate in an educational program conducted by the Madison County Sheriff's Department.

3rd Offense-Student will be suspended to site (10 days) and be recommended for long term suspension to the Division Discipline Committee.



Wetsel Middle School Student Handbook Signature Page 2024-2025



By signing this page, I acknowledge I have read in its entirety, the William H. Wetsel Middle School Student Handbook. I further acknowledge that I understand and agree to follow policies set forth in this Handbook, and that I understand what is expected of me as a student and parent/guardian.

Please return by: August 23, 2024

| | | | |
|-------------------------------|-----|-------|-----|
| | | | |
| Student Name (Print) | | | |
| Student Signature | | Date: | |
| Student Grade (Circle one) | 6th | 7th | 8th |
| Parent Name (Print) | | | |
| Parent Signature | | Date: | |

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