



Auburn Middle School

7270 Riley Rd, Warrenton, VA 20187



Matt Yonkey
Principal

Kimberly Holcomb
Assistant Principal

MISSION STATEMENT

Fauquier County Public Schools (FCPS), an innovative learning community, is committed to developing creative, confident, and knowledgeable citizens who are globally competitive by cultivating the potential of each learner.

PHILOSOPHY

Fauquier County Public Schools is committed to providing a safe environment, where students can feel comfortable, learn basic skills, pursue advanced learning, and practice the habits and attitudes that will prepare them for productive adult lives. In return, we expect hard work and a commitment to learn on the part of our students. In addition, we need parents to join in partnership with the school by supporting school rules and by encouraging strong study habits for their children.

WHO'S WHO AT AUBURN MIDDLE SCHOOL

Principal	Matt Yonkey
Assistant Principal	Jennifer Prosser
School Counselor	
School Counselor	Stacey Wilfong
Librarian	Laura Spota
ITRT	Amanda Griffith
Athletic Director Activities Director	Jeff Anderson
Secretary/Bookkeeper	Cathy Leskaleet
Receptionist	Rose Panto
Registrar	Ashley Stukey
Clinic/School Nurse	Christina Suhrie
Head Custodian	Gary Kwolek
School Resource Officer	Deputy Jenkins

Auburn Wildcats are
Caring,
Admirable, and Respectful,
Through responsible and
Safe actions.

ACTIVITIES- We encourage students to become involved in various activities throughout the school year. Auburn Middle School has an assortment of activities to keep students involved. These activities will be communicated through homeroom teachers and newsletters.

AFTER-SCHOOL ACTIVITIES – Warrenton Middle School sponsors after-school activities, which include dances and sports activities. Once a student has been dropped off at the school, he/she must remain at the activity until picked up by a parent. **Students are not permitted to walk home following an evening event;** they must be picked up by a parent. Also, since most afterschool activities begin at 3:30, students must take buses home and return at the appropriate time. Students may not stay after school to attend an activity unless supervision is available.

ATTENDANCE – If your child will not be in school, please contact the office. For instances of excessive absences, a parent conference will be held. We are required to send Attendance/Tardy letters throughout the year for students reaching an excessive amount of days absent. Parents/guardians must walk students in to the main office to sign them in.

Anytime a student arrives at school after 7:28 a.m., the student is tardy to school. A tardy to school is only excused with a doctor's note for appointments or by a parent or legal guardian note for emergency situations. Oversleeping, traffic, missing the bus, family discussions, and failure to bring in a note will all result in an unexcused tardy to school. Parents must accompany the student into the building and sign the student in at the front office for the student to receive a tardy pass to class. Unexcused tardies will follow the outlined disciplines below.

By School Board policy, students are required to be in school for a full day unless they are in a coop program. Only the superintendent of Fauquier County Public Schools may grant an exception to this policy.

Students who are not in their classroom when the tardy bell rings are tardy to class, teachers will mark them excused if they come with a pass and unexcused if they do not have a pass. The main office will keep track of tardies and follow the discipline below.

ALL Unexcused TARDIES will be disciplined by the following schedule:

CONSEQUENCES

- 3- Verbal warning
- 4- 1 Lunch Detention, contact home by office staff
- 5- Major referral and 1 Lunch Detention
- 6- Major referral, 2 Lunch Detentions, Parent conference with student, parents, admin
- 7-10- Major referral and 1 After School Detentions for each tardy 7-10.
- 11+ Mandatory Parent Conference with teacher and administration and potential In School

Suspension

*Tardies due to locker difficulties and tardies with a pass from a staff member stating the student was with them will be excused.

*Tardies per period will accumulate across periods.

*The tardy count will restart each term.

All tardies to school are considered unexcused with the following exceptions:

- (a) Documentation from a medical doctor, dentist or a court matter. Official documentation must be provided when returning to school.
- (b) Parent or legal guardian notifies the attendance office, via phone or email, on the day of the tardy.
- (c) A student is allowed up to five of the above listed excused tardies to school per term.

EARLY DISMISSAL - Before a student is released from school, they must be signed out in the office. Students will only be released to adults on the emergency card, and others in circumstances with official written permission from a parent or guardian. All visitors to the school must be prepared to show identification to run through the Raptor System.

AGENDA - All Auburn Middle School students will receive a “Student Agenda.” If during the year the agenda is lost, a \$5 fee will be charged for the student to obtain another agenda. The agenda is an extremely valuable tool for our students’ use, along with their Schoology calendar. It is also used as a reminder of homework assignments and what was covered in class that day.

BASIC RULES

Auburn Wildcats are
Caring,
And respectful,
Through responsible and
Safe actions.

	CLASSROOM	HALLWAYS	RESTROOM	CAFETERIA	TECHNOLOGY
CARING	- Be kind to all - Help others - Use positive Language - Be empathetic	- Be kind to all - Help Others - Report spills or hazards - Maintain clean school space	- Be kind to all - Help Others - Keep hands to self - Maintain clean space	- Be kind to all - Have conversation with people only at your table - Use manners towards others (please and thank you) - Help others	- Help others - Have kind interactions using Technology - Take care of school device and power cord
RESPECTFUL	- Listen actively - Be attentive - Speak at appropriate times - Speak when spoken to - Wait your turn to speak	- Use a quiet voice - Cooperate with adult direction - Keep personal space - Keep hands/feet to self - Use kind school appropriate words and actions	- Use a quiet voice - Give privacy - Use personal space - Use facilities appropriately	- Follow instructions of all staff - Dispose of trash and trays appropriately - Talk at an appropriate volume	- Be respectful of school devices - Use personal space - Use appropriate sound level - Use headphones when appropriate
RESPONSIBLE	- Take care of own materials and work - Take ownership of actions and consequences - Follow directions - Treat all materials and supplies with care - Complete work on time	- Keep hands to self - Go directly to destination - Use kind school appropriate words and actions	- Report vandalism - Use closest restroom - Flush, wash, cleanup after yourself - Use the restroom and move on	- Stay in seat - Sit properly - Ask permission to leave - Keep food and drink at table - Know student ID number and have lunch pass ready to scan - Clean up your area	- Bring fully charged Chromebook - Phones & Smart devices off and away - Use any device only when directed - Report damage to ITRT - Utilize technology for academic purposes only
SAFE	- Walk - Push in chair - Know emergency procedures - Get permission to leave classroom - Sit properly - Keep backpack under chair or desk - Keep hands to self	- Walk - Stay to the right - Sign out when you leave and sign in when you return - Walk slowly and safely on steps	- Report issues with equipment - Report wrongdoings with a staff member	- Walk - Keep backpack under table - Keep hands, feet, food, belongings to self - Maintain place in line - Move through line one at a time - Know emergency procedures	- Follow the AUP - Demonstrate being a good digital citizen - Guard your privacy and respect others privacy - Report anything inappropriate or unsafe to a staff member



BELLS AT AUBURN MIDDLE SCHOOL

For the 2022-2023 school year, we will continue to have bells. This means that all students will be on the same schedule. The bell will ring each period to designate class changes. A “tardy bell” will sound to indicate when a student is late for class. All classes, including elective class periods, will be about 50 minutes long. Each student will also have Homeroom Extension Period, at the beginning of the day. This added time will allow students to listen to announcements and prepare to begin their day.

BUS BEHAVIOR – Acceptable standards of behavior for school are extended to the bus and bus stop and defined on the AMS Behavior Expectation Matrix.. When a student is on the bus, he/she is under the direct supervision of the driver and must obey him or her. **During the first few weeks of school, drivers should assign specific seats to all students. The bus driver, or the administrator, has the authority to assign seats to students for disciplinary reasons. Drivers are encouraged to contact the school when a student’s behavior becomes a problem.**



BUS NOTES – Students need to provide a note from parents to the front office, if they wish to ride a different bus. An administrator will approve the bus note and the student should pick up the note at the end of the day. The student will provide the approved bus note to the bus driver.



CELL PHONES AND OTHER ELECTRONIC DEVICES - Students are allowed to have their electronic device at school, but they must be turned off and put away upon entry to the building, and remain off until the last 5 minutes of 7th period. If a phone is **SEEN OR HEARD** a staff member will ask the student to put the phone away. For the second warning the phone will remain in a secure location in the office and can be picked up by the student during the last five minutes of 7th period.

For the third warning, the phone will come to the office and need to be picked up by a parent/guardian. We realize that the cell phone is a great tool for communicating. Please do not text your student during the school day. Thank you for your support. Students may call home at any time during the school day, by using the office phones.

CAFETERIA –

2023-2024 Meal Prices		
Meal	Breakfast	Lunch
Elementary	\$1.90	\$3.10
Middle School	\$2.00	\$3.30
High School	\$2.10	\$3.50

Our students eat lunch with their grade level; one lunch for each grade level. Cafeteria behavior expectations are included in the Auburn Behavior Expectation Matrix. We view lunch time as an opportunity for students to enjoy time with friends, while maintaining an atmosphere of mutual respect for others. We encourage this as a time of socializing among students. All food and drinks, other than water, should be consumed in the cafeteria.

Students, who would like to drink water during the school day, are permitted to carry water with them throughout the day.

COUNSELING- services are available for every student in the school. These services include help with school planning, interpretation of test scores, help with home, school, and/or social concerns, and short-term crisis intervention.

FIRE DRILLS, BUS DRILLS, LOCKDOWN AND SHELTER IN PLACE DRILLS – Fire drills will be held at various times during the school year. The proper procedure to be followed, in the event the building must be evacuated, will be thoroughly discussed by teachers during the first week of school and throughout the year.

Evacuation plans are located in each room. During an evacuation, students are to walk quietly, single file, to the designated exit. Once out of the building, students are to remain in single file and proceed in an orderly manner. Do not return to the building during an evacuation unless directed by an adult in charge.

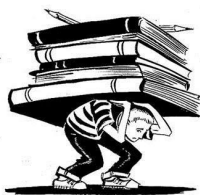


Evacuation drills for school buses are also held in the fall and spring.

Each bus driver will thoroughly review the procedure to be followed in the event of an emergency. Additional school safety drills are also practiced throughout the year.

FOOD- Students are allowed to bring snacks, but it is up to teacher discretion if and when they are eaten. Lunchtime is the only time students should drink liquids besides water. Water bottles are suggested, as we have multiple refilling stations throughout the school. **NO ENERGY DRINKS** are allowed during the school day or at lunch time.

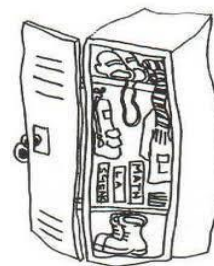
HALL PASS - All students will sign out when leaving the classroom and sign in when returning. Agendas will be used as hall passes.



HOMEWORK – Teachers may assign homework as an essential part of your child's learning. Assigning homework over the weekends or during breaks is discouraged. Following the guidelines established by Fauquier County Schools, we look closely at the amount and relevance of homework, which should be assigned Mondays - Thursdays. Policy changes can be viewed on the County website. At least 20 minutes of reading each night is encouraged.

LIBRARY – The library is open from 7:15 a.m. to 2:45 p.m. All students are welcome to use the library. When visiting the library, students will need a pass to the library and to sign in and out once they make it to the library.

At AMS, our students are typically 11 to 14 years old. Choosing books that are appropriate and engaging for all ages can sometimes be challenging, due to the vast difference in developmental and maturity levels. All books are reviewed by educational journals and are designated for middle school. If you choose a book that you are not comfortable with or you feel is not appropriate, please return the book. We will be glad to help you find a book that is more suitable to your needs and interests.



LOCKERS – All lockers are the property of the Fauquier County Public Schools and may be inspected or searched at any time. Lockers can be requested through the Google link shared with parents. **Remember--do not share your combinations with anyone!**

MEDICATION – If students must take medication at school, a parent or guardian must supply the medication, with written instructions from the attending physician, stating dosage, type of medication, and how it is to be administered. All medication must be delivered to school by a parent or guardian. Medications will be kept in the clinic and administered by the nurse. This includes cough drops, Aspirin, Tylenol, ointments, etc. State Code has mandated that before the nurse can dispense a prescription, a form completed by the child's physician must accompany the medication.



The school has a nurse on duty each day. She is available for administering first aid and medications. If a student becomes ill, he/she should ask the classroom teacher to see the nurse (except emergencies). If it appears that a student is unable to return to class, the parent or guardian will be notified. Students need to limit visits to the clinic. The nurse is busy tending to students who have a need for medication or other treatment. The clinic is to be used as a temporary fix for student ailments. Students should not request to remain in the clinic for more than 10 minutes. If a student requires more time, parents are to be called and pick up should be arranged.

The Virginia General Assembly passed legislation which requires all 6th grade students to have a Tetanus, Diphtheria, and Pertussis (Tdap) booster shot prior to entry into 6th grade.

NATIONAL JUNIOR HONOR SOCIETY SELECTION PROCESS- The Auburn Middle School Chapter of the National Junior Honor Society is duly chartered and affiliated with this prestigious national organization. Membership is open to those students who meet the required standards in five areas of evaluation: scholarship, leadership, service, citizenship, and character. Standards for selection are established by the national office of NJHS and have been revised to meet our local chapter needs. This honor is bestowed upon qualified students on behalf of the faculty of Auburn Middle School.

NATIONAL JUNIOR ART HONOR SOCIETY - The AMS National Junior Art Honor Society is a newly formed organization for students who demonstrate a love of the Arts.

PHYSICAL EDUCATION – Students are expected to “dress out” and to participate in physical education. Additionally, students are provided a gym locker to utilize.

****Students will no longer be required to purchase physical education (PE) uniforms to comply with Virginia’s Administrative Code 8VAC 20-720-80. FCPS middle and high school will provide students the option of purchasing school-issued uniforms. For students choosing not to purchase the school-issued uniform, they will be required to wear navy blue shorts with a seven-inch inseam and a short-sleeved, crew neck grey t-shirt). NO SPANDEX SHORTS WILL BE PERMITTED.**

REPORT CARDS/SCHOOLGY – Report cards go out every nine weeks. The Fauquier County Schools’ grading scale is based on a 10-point scale. Teachers are required to update Schoology information on a regular basis and input one grade per every 5 days.

SCHOOL CALENDAR: Please visit the county website for the most up to date school calendar at www.fcps1.org under the calendar heading.

SCHOOL DAY – Our regular school day begins at 7:25 a.m. and ends at 2:29 p.m. Students may begin walking to their classes at 7:15a.m. Early dismissals (half days) are included in the County Calendar, dismissal time for half days is 11:30 a.m. We encourage parents to drop off students at 7:15 am.

SCHOOL PICTURES – Early in the school year, individual student pictures are taken and made available to parents for purchase.

SCHOOL NEWSLETTER- Throughout the school year, we will produce and send out a Newsletter with important information about learning that has taken place and important upcoming dates.

SEMINAR – All 6th grade students are assigned a seminar period. This class will be scheduled alternately with music. seventh grade students will be assigned a seminar period if they do not take a Foreign Language.

STUDENT DRESS - A student’s dress and appearance shall not cause disruption, distract others from the educational process, nor create a health or safety problem. All students are expected to dress appropriately. Apparel worn to school should be neat and clean. Items of clothing with language that is vulgar, obscene, discriminating, or that promotes or depicts weapons, drugs, alcohol, tobacco, drug paraphernalia, violence, or gang symbols are prohibited. **We ask that students not wear leggings, yoga pants, spandex biker shorts, short shorts, short skirts, shirts that show abdomen, sleeveless tops and jeans with holes above the knees to school. Any clothing that shows undergarments or is excessively revealing shall not be worn. Respect yourself and others by dressing appropriately.** Students violating the dress code policy will have to put on a cover up if available, change into their PE clothes, or contact someone to bring them other clothes.

Specific dress code guidelines are available in the Code of Conduct. These standards are in effect for the school day, as well as all after-school functions, including dances

and all other activities. When it has been determined, by the administration, that a student's dress is inappropriate for the educational setting, he or she will be encouraged to wear gym clothes, or the student will be allowed to contact the family to bring appropriate clothing to school. We appreciate your support for our dress code. The staff, in no way, wants to call attention or embarrass a student. for dress code violations.

VISITORS – To enter the building, one must be “buzzed in” by the office staff. Upon entering the building, all visitors must report to the Main Office to sign in and receive a Visitor's Pass. At AMS the security of our students is our top priority. All persons, except enrolled students and employees of Auburn Middle School, are classified as visitors.