

2023-2024



Chatterton Middle School
**STUDENT/PARENT
HANDBOOK**

Welcome to Middle School

This handbook has been prepared to provide parents and students essential information about Chatterton Middle School and to answer questions about policies, procedures and programs. Become familiar with the information and keep the handbook available to you.

All staff are dedicated to helping each student reach his or her potential. The staff will be available to you to answer any questions or concerns that may arise. Throughout the year refer to this handbook first and if questions are not addressed, you are encouraged to talk to classroom teachers, the counselor and/or administrators. We invite parents to participate in the many activities, events and functions scheduled at school throughout the year. Working together, we will provide our middle school students with one of the finest educational programs in the county. We are depending on you to do your part in keeping Chatterton an excellent school. Welcome!



Leanne Davis, Principal

John Adamus, Assistant Principal



Notice of Discrimination The Fitzgerald Public Schools supports and adheres to the principles, rules and regulations of Title IX of the Education Act, Section 504 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Act of 1964, and Michigan Law. The district hereby notifies all employees, residents, and students, that it does not discriminate on the basis of sex, race, color, national origin, creed, political affiliation or beliefs, age, height, weight, marital status, against qualified handicapped individuals, or any other condition covered by law with respect to the district educational programs, activities, and employment practices. The Fitzgerald School District has established a grievance procedure to provide for the prompt and equitable resolution of complaints alleging to discrimination. Any student, employee or member of the community of Fitzgerald Public Schools, believing to be discriminated against should contact Melanie Rainwater, Human Resources at (585) 757-1751 or Dawn Bruley, Director of Special Services at (586) 757-4044 or write Fitzgerald Public Schools, 23200 Ryan Road, Warren, MI 48091

Chatterton Middle School Staff

2023-2024

Office Staff	Support Staff
Leanne Davis, <i>Principal</i> John Adamus, <i>Assistant Principal</i> Val Meisner, <i>Building Secretary</i> Sandy White, <i>Counseling Office Secretary</i> Rene Young, <i>Office Clerk</i>	Jane Withers, <i>Counselor</i> Neoshua Butler, <i>Social Worker</i> Wendy Johnston, <i>SE Teacher Consultant</i> Jaya Rome, <i>Psychologist</i> Jennifer Surhigh, <i>Speech & Language</i> Greg Brown, <i>MTSS Behavior Specialist</i> Damondri Graham, <i>Building Guest Teacher</i> Courtney Campbell, <i>Building Guest Teacher</i> Wed Kareem, <i>Building Guest Teacher</i> Michael Young, <i>Building Guest Teacher</i>
Encore Staff	Special Education Department
Sorana Barrow, <i>English Language Learners</i> Farhana Aktar, <i>ELL Para</i> LTS Michael Young, <i>Music/Choir</i> Octavia Gathings, <i>Foreign Language</i> Dan Gray, <i>Physical Education</i> LTS Courtney Campbell, <i>Art</i> Rebecca Mulligan, <i>Drama</i> Hohner Porter, <i>Instrumental Music</i> Katie VanGorder, <i>Foreign Language</i>	Lyle Dixon Wendy Johnston, <i>SE Teacher Consultant</i> Linda Jackson-Morrison Jacqueline Kako, <i>SE Para</i> Christine Kuefler Lanette Olejniczak Trina Toll, <i>CI Para</i>
English Department	Math Department
Joelle Maleszyk Kurt Tunic Joe Chasney Alexic Brady Tracy Verhines, <i>Dept Chair/Instructional Coach</i>	LTS Francois Merriweather Elizabeth Elgert Kim Lazzara Emily Petroske, <i>Instructional Coach</i>
Social Studies Department	Science Department
Ron Dimmer Sara King, <i>Dept Chair</i> Danielle MacKay	LTS Wed Kareem Beth Flett Science TBD Emily Petroske, <i>Dept Chair</i>
Building Security	District Instructional Coaches
Jeff Carrero, <i>Warren PD - SRO</i> LaQuiesha Ackerman, <i>Security/Parent Liaison</i> TBD, <i>Security Monitor</i>	Robyn Nowak, <i>Curriculum</i> Lauren Wohlfert, <i>Technology</i>

Connecting with Chatterton Middle School

Chatterton Middle School uses SchoolConnects text messaging to keep parents informed about school events, closings, club updates and sporting events. Signing up is easy! Just text the word “**JOIN**” to **67587**. You will begin receiving text alerts immediately!

CHATTERTON MIDDLE SCHOOL SCHEDULE

SCHOOL HOURS:	ENTRANCE BELL - 7:35 am
	FIRST HOUR - 7:40 am
	END OF DAY BELL - 2:43 pm
OFFICE HOURS:	7:00 am - 3:30 pm

Students may enter the school at 7:15 a.m. through the cafeteria doors only if they are eating breakfast or coming in from the rain/cold weather. It is permissible for students to remain outside until the entrance bell rings. Once a student enters the school, they must not leave unless signed out by a parent. Chatterton Middle School is considered a closed campus school and students are expected to remain on campus throughout the entire day.

BREAKFAST/LUNCH

Fitzgerald Public Schools Food Service staff will provide a FREE universal breakfast will be served each day from 7:15-7:30 a.m. in the cafeteria. All students are eligible to eat breakfast. Several lunch options will be given each day. Students who qualify may also receive free or reduced lunch each day. Students have the option to bring their own lunch to school as well. Students must stay in school for lunch, as we are a closed campus. **Door Dash is not acceptable.**

Lunch will be served on PLC and full days of school. Ala carte items available at various prices Applications for the school’s free and reduced meal program are available online. Student payments and purchases can be made online through PayPal which is located on the district website at fitz.k12.mi.us.

A LUNCH	10:40 - 11:15 am
B LUNCH	11:15 - 11:50 pm
C LUNCH	11:50 - 12:25 pm

Students will conduct themselves appropriately while eating breakfast and lunch. Students are expected to sit in their designated area, use good manners, show respect for others, talk with their friends and leave the table in a clean condition for other students during these times. Trash and recyclable items should be placed in the proper containers. Students may not walk around or change tables during their breakfast and lunch times. Cafeteria procedures will be reviewed with students at the beginning of the school year.

BEVERAGES/DRINKS

Students may not bring opened cans or bottles into the school. Containers bought or purchased at breakfast/lunch must be consumed during those times. Drinks may not leave the cafeteria. Water bottles are permitted as long as they do not become an issue during instruction time.

STUDENT BUILDING ENTRANCE/EXIT

Student drop off and pick up areas are limited at every school. For the safety of our parents and students, the following areas have been designated for students entering and exiting the school each day.

6th Graders - Students will enter through the EAST side of the school, which are the doors near the planetarium. At the end of the day, students may exit from the door nearest to their method of getting home.

7th and 8th Graders - Students will enter through the NORTH side of school, which is near the flagpole. At the end of the day, students may exit from the door nearest to their method of getting home.

** ANY student having breakfast in the morning will enter through the WEST side of school, which are the doors directly connected to the cafeteria.

The safety of students depends on strict compliance with traffic laws. Patience, courtesy and common sense are essential when parents drive or park near the school.

HALL PASSES

Students must have a pass (Digital SmartPass) if they are in the hallways during class time. No exceptions.

STUDENT ID BADGES

The safety of our students and staff is very important. Therefore, all students and staff must wear their ID badges each day during school hours. Students will be issued a FREE ID badge and lanyard when their school pictures are taken. Students losing their badges will only receive one free replacement. After the replacement, students will be charged \$5 for each additional badge needed. Restorative discussion will take place with a parent meeting for students that refuse to wear their ID badges. This building procedure is supported by the Board of Education and the district's Central Office administrators.

ELECTRONIC DEVICES/CELL PHONES-UPDATE WITH NEW CODE OF CONDUCT

This year Chatterton Middle School will implement our new Cell Phone Policy. This is an effort to cut down on the amount of distractions that occur in the classroom and hallway.

Cell Phone Policy:

Students should be able to have their cell phones with them in the event there is an emergency at school. Many students walk home alone or stay after school for a sport, and may need to get in touch with their parents or emergency services. We also know that teachers have the right to teach in an academic environment conducive to learning. Too often, cell phones and social media get in the way; therefore, CMS administration and staff have decided to discourage students from bringing their cell phone to school.

- 1. Cell phones may be used on school grounds before school, during lunch, and after school.*
- 2. Cell phone use is prohibited in classrooms, restrooms, and school offices, unless otherwise stated by a teacher.*
- 3. During the instructional day, cell phones must remain out of sight and in silent mode.*
- 4. Cell phones must be placed in lockers, backpacks, or another location away from students and their desks during tests and assessments.*
- 5. If students need to place an emergency phone call during the day, they should request to go to the main office to use an office phone.*
- 6. Students may be subject to disciplinary action if their use of their cell phone disrupts the school's educational environment. Examples of this include, but are not limited to: cheating, bullying, harassment, unlawful recording or photographing, violating other school rules.*
- 7. The school and its staff are not responsible for any damage to or theft of a student's cell phone. Students must properly secure and take care of their own phones.*

Students may have their cell phones but they MUST be turned off from 7:40 am - 2:43 pm during instructional hours and in student backpacks or lockers.

Students may access their phones DURING LUNCH ONLY to check/respond to notifications.

- Phones must remain silenced.
- Phone calls and taking photos/videos are NOT permitted.
- Smart watches are permitted so as long as they do not cause a disruption to the learning environment.

CONSEQUENCES

Teachers will warn students once to put their phones away. IF it is an issue again, teachers will follow the following protocol:

- 1ST OFFENSE- Teacher confiscates the device and sends it to the office for pickup at dismissal by the student before heading home.
- 2ND OFFENSE - Teacher calls home and discusses issue with parent. Teacher sends cell phone to the office for parent pickup. Parent must come to school to retrieve the device.

STUDENT LOCKERS

Each student will be assigned a school locker. Students may not share a locker. The school recommends that lockers are kept clean, uncluttered, organized and locked at all times. New lockers have been installed and contain a lock that is built into the new locker. Student locker number and combinations will be printed on students' schedules. It is important that students work to memorize their combination and use their locker. Coats, large backpacks and other items need to be locked up in their own locker. Students may not decorate the outside of their locker.

Search & Seizure: The Fitzgerald Board of Education, using State guidelines and mandates, has approved a policy that allows school personnel to search a locker, desk or other school equipment at any time. The principal or designee may search locker contents at any time, without notice, without parental/guardianship permission or pupil consent. Lockers are the property of Fitzgerald Public Schools.

STUDENT SALES/FUNDRAISERS

No student is permitted to sell any item or service in school unless approved by Chatterton Middle School or Fitzgerald Public Schools. Violation of this may lead to disciplinary action.

POWERSCHOOL PARENT PORTAL

Parents have the ability to access their child's grades and attendance online. An ID and password will be sent home to you in a letter. If you have any problems accessing the parent portal, please contact the main office. The web address is: <https://ps.fitz.misd.net/public/>

VISITORS

Any visitor entering Chatterton Middle School **MUST** report to the main office and check in before proceeding to ANY area in the building.

EXPECTED BEHAVIORS

The Board of Education believes that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. It is the policy of the Fitzgerald School District to provide a safe and nurturing educational environment for all of its students. This policy applies to all activities on school property and to all school sponsored activities whether on/off campus.

Chatterton Middle School chooses to promote positive behavior and award students for participating in making good choices. The purpose of the school-wide positive behavior intervention and support program is to establish and maintain a safe and effective school environment that maximizes academic and behavior achievement.

A school-wide Positive Behavior Interventions and Support Program (PBIS) is a broad range of

systematic and individualized strategies for achieving important social and learning outcomes while preventing problem behavior with all students.

At Chatterton, several clear rules have been established and will be reinforced by all staff in ALL areas and classes. Students will be taught what the proper behavior looks like and staff will reward them frequently for conducting themselves properly. The expectations for student behavior will be clearly stated, posted throughout the building and reinforced each day. By teaching and practicing expected behavior to the students, we hope to build a school community where all students can achieve and grow.

CITY ORDINANCES

The City of Warren has established several ordinances that may directly affect students while in school.

- Participating in a fight on school property.
- Possession or use of tobacco products on school property.
- Under 16 years old being anywhere in public when you should be in school (includes lunch).

Violation of any of these ordinances may result in a ticket and one or more of the following sanctions:

- Mandatory court appearance
- A fine in excess of \$150
- Court costs and other sanctions
- Loss of driver's license (if applicable)

Fitzgerald Public School's Conduct and Discipline of Students & Code of Student Conduct Manual will dictate the disciplinary action should a violation occur.

CYBER BULLYING

Cyber bullying is defined as using the Internet, interactive and digital technology to harass, humiliate or embarrass another student or adult. Typically, schools will not be involved in the resolution of cyber bullying which occurs outside of school unless it creates a reasonable threat of material and substantial disruption at school.

"Sexting" is the act of sending sexually explicit text messages, photographs, and/or videos to another person. "Sexting" is not only inappropriate and forbidden behavior; it also violates many State and local laws.

Students and their parents need to be aware of the possible criminal consequences and penalties for possessing, producing and disseminating pornographic and/or sexually explicit material. They should understand that once a picture or video is on the Internet, it may be copied and pasted hundreds if not thousands of times. Subsequent police involvement may be needed, depending on the infraction.

DISPLAY OF AFFECTION

Demonstration of one's affection toward another person has an appropriate time and place. However, public displays of affection and/or physical contact (UNDUE FAMILIARITY) are not considered acceptable behavior. This includes kissing, touching, petting or any other contact that may be considered sexual in nature. Excessive displays of affection may result in suspension from school or possibly expulsion.

STUDENT SAFETY

The school complies with all fire safety laws and will conduct fire drills in accordance with State law. Specific instructions on how to proceed will be provided to students by their teachers who will be responsible for safe, prompt and orderly evacuation of the building.

Tornado, fire and lockdown drills will be conducted throughout the year using the procedures provided by local and State authorities. Students and staff will also continue to review ALICE procedures as they relate to specific drills.

LOST AND FOUND

Any article found will be taken to the lost and found area which is located near the main office. Students may report losses or claim lost articles by identifying them to the office staff. Unclaimed items will be given to charity at the end of each 10- week interim.

SCHOOL & DISTRICT NEWSLETTERS

Each school sends out a newsletter on a regular basis during the school year to keep parents informed. The District Communications Director will send out a Weekly Parent newsletter through S'More. Please make sure that your email is updated with the office. A district newsletter is also published throughout the year and is mailed to each home. Information is also available on our district website at fitz.k12.mi.us. Administration will also send out text or email blasts accordingly.

BOARD OF EDUCATION

The school reserves the right to establish fair and reasonable rules for circumstances that may arise that are not covered in this handbook. Matters omitted from this handbook should not be interpreted as a limitation to the scope of the school's responsibility and, therefore, the school's authority in dealing with any type of infraction that may not be in the best interest of the safety and welfare of the students. Parents and students will have online access to the student code of conduct and behavior written by the Fitzgerald Board of Education. The information encompasses a greater scope of conduct and discipline.

The Fitzgerald Public School's Board of Education meets on a regular basis. Meetings are open to the public and dates listed online. All Board of Education policies are available online at fitz.k12.mi.us.

SCHOOL CLOSINGS AND DELAYS

If the school must be closed or the opening delayed because of inclement weather or other conditions, district officials will notify the following radio/television stations:

Television Channels: 2, 4, 7 Radio Stations: WJR - 760 am / WWJ - 950 am

STUDENT ATTENDANCE

- **Please call the Main Office to report your student absence (586) 757-6650**

It is important that students be in attendance each school day so they do not miss a significant portion of their education. Many important lessons result from active participation in the classroom and in other activities. Chatterton is also driven to help students develop a high quality work ethic which will be a significant factor in their future success.

It is the parent's responsibility to make sure their child is in school each day. Attendance has a bearing on academic achievement and will be reflected in a child's grades. It is the student's responsibility to request make-up work from teachers and to make sure it is turned in. After a child has been sick for two days, parents can request homework. Parents are officially notified every 10 weeks about their child's attendance as part of their academic progress.

Notification of Absence - If a student is going to be absent the parent must contact the school absence line and provide an explanation by 10:00 am. Leave the student's name, grade, reason for absence and your relationship to the student. If prior contact is not possible, the parent should provide a written excuse as soon as possible. When no excuse is provided, the absence will be unexcused and the student will be considered truant.

An excused absence allows the student to make up all possible work. It is the responsibility of the student to obtain missed assignments. It is possible that certain types of schoolwork, such as labs, cannot be made up and may have a negative impact on a student's grades. Students may not attend after school functions or events if they were absent from school.

The Michigan Compulsory Attendance Law also recognizes the value of regular attendance at school. Students are expected to be in school except in cases of emergency or for the following reasons:

- Personal Illness - the school may require verification by a doctor
- Illness in the Family - work with your child's teacher to keep school work current
- Death of a Relative - absence arising from a family death. Please notify the counselor should you feel your child may need support when they return to school
- Religious Holiday - children will be excused from class if the absence is for the purpose of observing a religious holiday which is part of the child's creed or belief

Extended Medical Absences - In the case of a student who will be absent for extended periods due to physical disability or illness, the parent/guardian must obtain a doctor's note. Parents should try to schedule their child's regular medical and dental appointments for times after school or on weekends

Tardiness - Each student is expected to be in his/her assigned location throughout the school day. If a student is late in arriving to school, he/she is to report to the school office before proceeding to their first assigned location. Tardiness due to oversleeping or other issues are not excusable. Excessive student tardiness is subject to disciplinary action. Students who are tardy more than half of the class period will be marked absent from that class. Chatterton operates on a definite time schedule. Students are given 5 minutes to pass from one class to the next and this is ample time to visit the locker and/or use the restroom. Excessive student tardiness is subject to parent contact, restorative discussions and administrative review. Students consistently tardy will be required to serve detention at lunch.

Suspension from School - Absence from school due to suspension shall be considered an authorized absence, either excused or unexcused. A suspended student will be responsible for making up school work due to suspension. Make up of missed tests may be scheduled when the student returns to school. When students are suspended from school, they may not attend any after school functions or events in any part of the district, not just our school.

Unexcused Absence - Any student who is absent from school for all or any part of the day without a legitimate excuse shall be considered truant and the student and his/her parent shall be subject to the truancy laws of the State of Michigan.

Vacations - Whenever possible, families should plan vacations when school is not in session. Valuable instructional time and experiences are lost when your child is out of school; time and experience which cannot be made up. If a student must accompany your family on a trip that requires their absence for more than two days, an ADVANCE ABSENCE PERMIT must be obtained from the main office. The teachers will sign the permit to acknowledge the absence and provide class work that must be completed.

Pre-Verified/Extended Absences

Absences for family vacations or travel during scheduled school days are discouraged; however, should it be necessary for a student to be absent for a family vacation or travel, a pre-verified absence form should be obtained from the school's main office and submitted at least one week prior to the leave. Extended absences will not be approved without proper documentation. Students that will be absent for 10 days or more for an extended vacation may be dropped from the district and required to re-enroll. Students attending under School of Choice with proper extended absence documentation and pre-approval may be re-enrolled in the district as long as the student has not enrolled in a different district while not in attendance at Fitzgerald Public Schools. [Extended Absence Request Form](#)

Truancy

A student shall be considered truant each day or part of the day he/she is absent from his/her assigned location. Absence is defined as non presence in the assigned location any time beyond the tardiness limit.

Truancy demonstrates a deliberate disregard for the educational program and is considered a serious matter. The following procedures will be followed when truancy occurs:

- Students may request work missed as a result of truancy.
- No credit will be recorded for work missed as a result of truancy.
- A record of the truancy will be entered in the student's record / file.
- A parent / guardian conference may be held.
- A student may be considered to have an attendance problem when, in spite of warnings and/or his / her parent or guardian's efforts to ensure attendance, s/he has accumulated ten (10) absences per school year.

The 10 absences may be a combination of verified and unverified absences. Warning letters will be sent to parent(s) / guardian(s) after the student has five (5) absences. At ten (10) absences a letter will be sent to the parents and the student may be referred to the Macomb Intermediate School District Attendance Office.

Student Drops:

From Consecutive Absences:

Students who have accumulated more than ten (10) consecutive absences may be dropped for non-attendance if absences are found to not be for medical reasons or other school/district approved absences. If students are dropped for non-attendance, parents must re-enroll students with the district.

Student No Shows:

Students who do not attend school within the first five (5) days of school, will be dropped from Fitzgerald Public Schools. If students are dropped for non-attendance, parents must re-enroll students with the district

Attendance at School Events - The school encourages students to attend as many school events as possible, without interfering with their schoolwork and home activities. Enthusiastic spectators help to build school spirit and encourage those students who are participating in the event. In order to ensure that students attending evening events as non-participants are properly safeguarded, it is strongly advised that students be accompanied by a parent or adult chaperone when they attend the event. The school will continue to provide adequate supervision for all students who are participants in a school activity.

- Students must comply with the Code of Conduct at school events, regardless of the location.

HEALTH/MEDICATION

School staff can give only minimal first aid. Parents will be called if an injury or illness occurs. If medical attention is required, the office will follow the school's emergency procedures. In those circumstances where a student must take medication during the school day, the following guidelines are to be observed:

1. Administration of medication shall comply with the written directions of the physician as

to dosage and time schedule.

2. Medication must be in the original containers as dispensed by the physician or pharmacist and shall be kept in a secure location or on the person of a designated staff person if on an approved field trip (in the event the field trip requires an overnight stay, the designated staff person shall be responsible for securing the medications consistent with this policy) access shall be limited to designated staff.
3. In the event that a parent desires medications, which require refrigeration, to be dispensed during a field trip, the District shall work with the parent to establish a method so that the medication may be maintained at the required temperature.
4. During school, teaching staff will not be required to administer medication but will be involved to the extent that they release pupils to go to the school office on a prescribed schedule.
5. During approved field trips, the staff sponsor qualified/trained person shall be responsible for administration of medication only to the extent that such administration is specifically requested by the parent, who shall execute an appropriate release as a pre-condition to the District's undertaking the responsibility to administer the medication. Non-staff chaperones shall not administer medication to students.
6. Recording of the administration of medication shall be kept in a log.
7. Parents are responsible for ensuring that an adequate supply of medication is on hand at school. The school assumes no responsibility for reminding parents of the need for refilling the prescription.
8. Parents must acknowledge understanding of an agreement with this policy before school personnel administer medication and as a precondition to attending an approved field trip if they request that medications be administered to their students.

IMMUNIZATIONS

Each student must have the immunizations required by law or have an authorized waiver. If a student does not have the necessary shots or waivers, he/she may be removed or required to comply with a set deadline. This is for the safety of all students and in accordance with state law.

STUDENT VALUABLES/CARE OF PROPERTY

Students are responsible for the care of their own personal property and encouraged not to bring items of value to school. Items such as jewelry, expensive clothing, electronic devices, large amounts of money, etc. are tempting targets for theft. The school cannot be responsible for their safekeeping and will not be liable for loss or damage to personal valuables. Damage to or loss of school equipment and facilities undermines the school. If a student does damage to or loses school property, the student or his/her parents will be required to pay for the replacement or damage. If the damage or loss was intentional, the student will also be subject to discipline according to the Student Code of Conduct.

TEXTBOOKS

Fitzgerald Public Schools provides textbooks for student use during the school year. It is expected that students will care for the books so they can be used in the next school year. If books are not returned in the same or similar condition that the student received them, fines will be assessed for the books' damage (this will include the removal of a school bar code).

MEDIA CENTER/LIBRARY

Students are responsible for books and magazines they check out from the library. Three books can be checked out at one time and must be returned within two weeks of checkout. Fines are charged for overdue materials (.5 per day). Overnight books are charged a late fee of .25 per day. Students are also charged for the replacement cost of lost or damaged books. If a lost book is found, money will be refunded. Money owed must be paid by the end of each semester. The Media Clerk can answer questions if they should arise.

COMPUTERS/USE OF TECHNOLOGY

Chatterton Middle School is fortunate to have Chromebooks for each student to use. The Fitzgerald Board of Education's Acceptable Use of Technology Policy outlines the guidelines for computer use, along with the student's rights and responsibilities. Parents should read/review the policy and discuss it with their child in ways he/she can understand. Failure to abide by the rules can result in termination of the student's access to technology and other disciplinary measures. Students will need to take the chromebooks home each night and plug them in so that they are fully charged for the following school day. If a student forgets his/her chromebook, there are only so many "loaners" that we will be able to issue out of the office for each day. Damages will be assessed and students will be fined for replacement as needed.

REPORT CARDS/REPORTING TO PARENTS

Communication with parents is important and is done throughout the year by means of report cards, progress reports, phone calls, newsletters, individual meetings parent/family events, and Open House. Report cards will be issued at the end of each quarter (10 weeks) and progress reports will be issued each mid-quarter.

Grades are issued to indicate the extent to which the student has acquired the necessary learning. Students are assigned grades based upon test results, homework, projects and classroom participation. Each teacher may place a different emphasis on areas in determining a grade.

Incomplete work must be made up within a responsible length of time or an "F" will be given for the specific marking period.

STUDENT SCHEDULES

Schedules are provided to each student at the beginning of the school year or upon enrolling. Schedules are based on the student's needs and available class space. Any changes in a student's schedule will be handled by the school counselor. Students may be denied course enrollment or changes due to a lack of available space or need of other classes. Students are expected to follow their assigned schedules each and every day unless dictated differently by the school.

COUNSELING CENTER

The counselor is assigned to service all students in the school. Appointments can be made before and after school or at the beginning of a student's lunch period. The counselor assists administration with class scheduling and helps students with any school or personal problem. Early reporting can often prevent problems from becoming too difficult to manage. If reported early enough, conflicts with others can usually be managed with the help of adults. If you are aware of a problem, it is the student's responsibility to report it to an adult. Remember - reporting is not the same as tattling. Students may also email the school counselor, SSW or psychologist with any problem or request to meet.

GRADING POLICY

Students will be graded on daily work and assessments to determine final report card grades. Daily work will be worth 40% of a student's grade while assessments will be worth 60% of a final grade. Intervention classes will determine final grades with class work and participation equaling 90% of an overall grade. Final assessments will be worth 10%.

ACADEMIC HONOR ROLL

In order for a student to achieve honor roll status, he/she must have a 3.0 academic grade point average without a "D" or "F" listed for any grade.

STUDENT RETENTION

Students that fail two or more core academic subjects at the end of a school year are subject to grade retention and/or summer school requirements.

DETENTION

Detention is to address students that continue to make poor choices, which interfere or disrupt the learning environment of others. Detention is not social time. Students should bring work or read a book. Failure to attend an assigned detention may possibly result in a parent meeting, restorative conference or possible suspension. Disruptive behavior while attending a detention may result in suspension. Chronic detention will result in administrative review and intervention.

Students will be responsible to bring home the assigned detention slip for parent notification and signature.

BUS TRANSPORTATION

All students MUST wear their ID to ride a bus. It must be visible to the driver upon entering the bus. Students will not be allowed to ride the bus without their ID.

The Board believes that transportation to and from school, per state law, is a service and should be conditioned upon budget limitations, the age of the students, the walking distance from home to school and the walking safety conditions which exist. Further, such transportation is contingent upon the cooperation and behavior of the student(s). The following regulations have been established to ensure the safety of all bussing students. Failure to abide by the rules may result in the loss of the privilege to ride the bus.

The driver has full responsibility for the children while they are being transported to and from school. The driver has the authority to correct children who are under his/her supervision. Should misbehavior continue, the child will be forbidden from transportation until such time as the principal shall determine. In the case of student's fighting, the administrator will impose the city ordinances.

Students who are riding to and from school on transportation provided by the school are required to follow some basic safety rules. This applies to school owned buses as well as any contracted transportation that may be provided.

Previous to loading (on the street and at school):

1. Be on time at the designated bus stop at least 5 minutes to loading.
2. Stay off the street/road at all times.
3. Line up single file off the street to enter.
4. Wait for the bus to completely stop before loading.
5. Refrain from crossing a street until the bus driver signals it is safe.
6. Go immediately to a seat and be seated.

During the trip:

1. Remain seated while the bus is in motion.
2. Keep head, hands, arms and legs inside the bus at all times.
3. No litter in the bus or throwing anything from the bus.
4. Keep books, packages, coats and other objects out of the aisle.
5. Be courteous to the driver and to other bus riders.
6. No eating or playing games on the bus.
7. No spitting, swearing, cussing or inappropriate gestures on the bus.
8. No athletic equipment such as skateboards, baseball bats, hockey sticks, etc.
9. Windows are to remain closed until permission is given by the bus driver.

Leaving the bus:

1. Remain seated until the bus stops.
2. Cross the street, when necessary, at least ten (10) feet in front of the bus, but only after the driver signals it is alright.
3. Be alert at all times - stand clear of the bus as it drives away.

The driver will not drop off or board students from places other than their regular stop at home or at school unless they have proper authorization from school officials.

VIDEO RECORDINGS ON SCHOOL BUSES

The Board of Education has authorized the installation of video cameras on school buses for the purpose of monitoring student behavior. Actual videotaping of the students on any particular bus will be done on a random selection basis.

If a student is reported to have misbehaved on a bus and his/her actions were recorded on videotape, the tape will be submitted to the school administration and may be used as evidence for misbehavior. Tapes can be viewed only in accordance with the law.

PENALTIES FOR INFRACTIONS

A student who becomes a behavior problem on the bus shall be disciplined in accordance with the Student Code of Conduct and may be denied the privilege of riding on the bus, suspended and/or expelled.

STUDENT DRESS & GROOMING CODE

The Fitzgerald Public School Dress & Grooming Code was adopted to provide students with an educational environment that is conducive to the learning process. The policy was created to prevent distractions and health or safety hazards that disrupt classroom settings. Fitzgerald retains the right to monitor student attire and take corrective action when such distractions, in the sole judgment of Fitzgerald, present a health or safety hazard, or disrupt the educational environment classroom settings. The District will not impose suspensions or any other disciplinary action for dress code violations unless such violations substantially interfere with the educational environment learning process or create a health or safety hazard. All students, including students exempt from the student dress code, are expected to exemplify proper grooming standards in a manner that projects an appropriate image for the student, school, and district. A parent or guardian of a student may request the student be exempted from the mandatory dress code requirement on the basis of a religious accommodation objection.

CITIZENSHIP

Students are expected to use good manners at all times. Behavior is to be such that it does not interfere with the education of others. All students are expected to have the proper materials for

each class and are responsible for completing assignments.

Students are to respect the privacy of other people's property. This shall include books, purses, clothing, all locker contents, teacher's desks, closets and their personal property in the room. Students are recognized for citizenship awards by maintaining Satisfactory or Outstanding behavior in their classes.

PICKING UP STUDENT FROM OTHER BUILDINGS

"Students picking up their younger siblings at an elementary school may not enter the school property more than 5 minutes prior to dismissal." There is a specific designation spot for CMS students to pick up their Westview siblings. Students are subject to code of conduct while on school property at other buildings if picking up a sibling. Students will also be issued a sticker with the sibling(s) name on it so staff can easily recognize CMS students during pickup.

ACTIVITIES

Research proves that students who are active in school activities earn better grades and have more fun in school. Chatterton provides many opportunities for students to get involved - additional information will be sent home with the students.

ATHLETICS:

Fall: Football (6th, 7th & 8th grades combined)
 Girls Volleyball - 7th
 Girls Volleyball - 8th

Winter: Boys Basketball - 6th & 7th
 Boys Basketball - 8th
 Girls Basketball - 6th & 7th
 Girls Basketball - 8th
 Wrestling (6th, 7th & 8th grade)

Spring: Girl's Softball (6th, 7th & 8th grades combined)
 Boy's Baseball (6th, 7th & 8th grades combined)

CHATTERTON MIDDLE SCHOOL ACTIVITIES

Students may attend all school activities (i.e., dances, athletic games, 8th grade trip, etc.) or join sports teams or clubs if they meet the following criteria

- 3.0 Grade Point Average
- 5 or fewer total tardies
- 0 suspensions

CLUBS/ORGANIZATIONS

Student Council	Chatterton NJHS	Recycling Club	Yearbook
Art Club	Girls on the Run Club	Video Game Club	

[CHATTERTON BELL SCHEDULE](#)

Click on the link above to see the bell times for the 2023-2024 School Year

COMMUNICATIONS

Parents will receive newsletter sent out on Fridays from our Director of Communications for all district buildings. The building principal will email out updates regarding student activities, upcoming events, parent tips and tricks for home and school, important staff or student information, and building specific information. Please call the Main Office if you have questions (586) 757-6650.