

Attendance Matters

Please refer to the following dates when making appointments.

August 31	First Day of School
August 31	Fall Sports Practices Begin -Volleyball/ Cross Country 2:45pm
September 2	Early Release for Teacher Professional Development 1:45pm
September 7	No School - Labor Day
September 16	Early Release for Teacher Professional Development 1:45pm
September 25	No School - Staff PD Day
September 30	Early Release for Teacher Professional Development 1:45pm
October 7	Early Release for Teacher Professional Development 1:45pm
October 14	Early Release for Teacher Professional Development 1:45pm
October 21	Early Release for Teacher Professional Development 1:45pm
October 23	End of 1 st Quarter
October 19	Winter Sports Practices Begin - Basketball/Wrestling
October 26	P/T Conferences 4:00-7:00
October 27	P/T Conferences 4:00-7:00
October 29	No School
November 4	Early Release for Teacher Professional Development 1:45pm
November 11	Early Release for Teacher Professional Development 1:45pm
November 18	Early Release for Teacher Professional Development 1:45pm
November 25-27	No School - Thanksgiving Break
December 2	Early Release for Teacher Professional Development 1:45pm
December 9	Early Release for Teacher Professional Development 1:45pm
December 16	Early Release for Teacher Professional Development 1:45pm
December 21 – Jan. 4	No School – Winter Break
January 4	No School - Staff PD Day
January 5	School Resumes 2021
January 13	End 2 nd Quarter
January 13	Early Release for Teacher Professional Development 1:45pm
January 18	No School - Martin Luther King Day
January 27	Early Release for Teacher Professional Development 1:45pm
February 3	Early Release for Teacher Professional Development 1:45pm
February 10	Early Release for Teacher Professional Development 1:45pm
February 15	No School - President's Day
February 24	Early Release for Teacher Professional Development 1:45pm
March 1	Spring Sports Practices Begin - Track
March 3	Early Release for Teacher Professional Development 1:45pm
March 10	Early Release for Teacher Professional Development 1:45pm
March 12	End of 3 rd Quarter
March 15	P/T Conferences 4:00-7:00
March 16	P/T Conferences 4:00-7:00
March 19	No School
March 22-26	No School – Spring Break
April 2	No School - Good Friday
April 7	Early Release for Teacher Professional Development 1:45pm
April 14	Early Release for Teacher Professional Development 1:45pm
April 21	Early Release for Teacher Professional Development 1:45pm
April 28	Early Release for Teacher Professional Development 1:45pm
May 5	Early Release for Teacher Professional Development 1:45pm
May 12	Early Release for Teacher Professional Development 1:45pm
May 27	Last Day of School

REGULAR DAILY SCHEDULE

	Team A	Team B	Team C
1st Hour	7:35-8:19	7:35-8:22	7:35-8:25
2nd Hour	8:23-9:13	8:26-9:16	8:29-9:19
3rd Hour	9:17-10:07	9:20-10:10	9:23-10:13
4th Hour	10:55-11:58	10:13-11:02	10:16-11:06
TA	10:10-10:28	11:31-12:01	11:08-11:38
Lunch	10:30-10:53	11:04-11:29	11:40-12:03
5th Hour	12:01-12:51	12:04-12:54	12:07-12:57
6th Hour	12:55-1:45	12:58-1:48	1:01-1:51
7th Hour	1:49-2:41	1:52-2:43	1:55-2:45

Lunch/TA/4th Hour

<u>Team A</u>	<u>Team B</u>	<u>Team C</u>
<u>TA</u> 10:10-10:28	<u>Class</u> 10:13-11:02	<u>4th Hour</u> 10:16-11:06
<u>Lunch</u> 10:30-10:53	<u>Lunch</u> 11:04-11:29	<u>TA</u> 11:08-11:38
<u>4th Hour</u> 10:55-11:58	<u>TA</u> 11:31-12:01	<u>Lunch</u> 11:40-12:03

Wednesday Early Out Schedule

	Team A	Team B	Team C
1st Hour	7:35-8:11 (36)	7:35-8:14 (39)	7:35-8:17 (42)
2nd Hour	8:15-8:57 (42)	8:18-9:00 (42)	9:21-9:03 (42)
3rd Hour	9:01-9:43 (42)	9:04-9:46 (42)	9:07-9:49 (42)
5th Hour	9:47-10:29 (42)	9:50-10:32 (42)	9:53-10:35 (42)
4th Hour	11:30-12:11 (41)	10:35-11:16 (41)	10:38-11:20 (42)
TA	10:58-11:28 (30)	11:44-12:14 (30)	11:22-11:52 (30)
Lunch	10:32-10:56 (24)	11:18-11:42 (24)	11:54-12:17 (23)
6th Hour	12:15-12:57 (42)	12:18-1:00 (42)	12:21-1:03 (42)
7th Hour	1:01-1:39 (38)	1:04-1:42 (38)	1:07-1:45 (38)

Lunch/TA/4th Hour

<u>Team A</u>	<u>Team B</u>	<u>Team C</u>
<u>Lunch</u> 10:32-10:56	<u>Class</u> 10:35-11:16	<u>4th Hour</u> 10:38-11:20
<u>TA</u> 10:58-11:28	<u>Lunch</u> 11:18-11:42	<u>TA</u> 11:22-11:52
<u>4th Hour</u> 11:30-12:11	<u>TA</u> 11:44-12:14	<u>Lunch</u> 11:54-12:17

Lunch
10:32-10:56
11:18-11:42
11:54-12:17

2-HOUR EARLY OUT

In the event of an early out due to special circumstances, we will shorten fifth hour and complete the day at 12:45.

Truman Middle School Digital Media

The St. Joseph School District and Truman Middle School have been working together to better communicate with the community. Truman uses digital media as a way to communicate with parents, students and community members about great things that are happening in our building.

Truman Middle School will use digital media to showcase student work and share stories about our students and staff.

TMS / SJSD Digital Media

Follow us on Twitter

@TrumanSJSD

Follow our Facebook Page

Truman Middle School

Truman Middle School Website

<http://www.sjsd.k12.mo.us/truman>

St. Joseph School District Website

<http://www.sjsd.k12.mo.us/>

Follow SJSD on Twitter

@StJosephSchools

<https://twitter.com/StJosephSchools>

Truman Middle School Digital Citizen Expectations

We strive to show students the safe, legal, and responsible use of information and technology. We embrace the following conditions or facets of being a digital citizen.

- **Respect Yourself.** I will select online names that are appropriate.
- **Protect Yourself.** I will not publish personal details, contact details, or schedules of activities for myself or anyone else. I will check with my teacher before registering at any website.
- **Respect Others.** I will not use technologies to bully, harass, or tease other people.
- **Protect Others.** I will protect others by reporting abuse and not forwarding inappropriate materials or communications.
- **Respect Intellectual Property.** I will suitably cite any and all use of websites, books, media, etc.
- **Protect Intellectual Property.** I will request to use the software and media others produce.
- **Respect Property.** I will neither deface, damage, nor destroy the property of the St. Joseph School District.
- **Protect Property.** I will ensure the proper handling and safety of property belonging to the St. Joseph School District

GENERAL STUDENT INFORMATION

1. Students attending Truman Middle School must live within the attendance boundaries. Class starts at 7:35 A.M. and dismissal is at 2:45 P.M.
2. Students should not arrive to school before 7:00 A.M. Bus riders are to enter through the Boy's Gym. Walkers and car riders enter through the Front Entrance. Doors will not be open before 7:00 A.M.

Upon arrival:

- a. Breakfast will be served at 7:00 A.M.
- b. Students should pick up breakfast and go directly to their first hour classes.
- c. In case of absence it is the parents' responsibility to call the school between 7:00 A.M. -8:30 A.M. to let the school know the reason of absence.
- d. Only the office issues leave permits. You must have a written request from your parent or guardian.
- e. All students should be off school property by 3:00 P.M. unless waiting to go to Mark Twain to pick up a sibling, involved in a study session, or another school sponsored activity.
3. Homework assignments for students with excused absences are available in the office after 2:00 P.M. each day.
4. You are required to have the following for physical education.
 - a. Medical excuse from doctor if unable to take gym or one specifying limitations or restrictions.
 - b. Gym clothes – shirt, shorts, and tennis shoes (no boots or flip flops). As we will not change clothes to participate, students should wear appropriate clothing to school on PE days.
6. In order for you to receive bus service, you must return the letter addressed to your parents or legal guardian signed with the understanding that you will abide by the stated conditions. This form is returned to the bus driver. School bus service is provided in order to give our students safe transportation from home to school and back, but students are expected to follow all safety guidelines established by the bus company. Failure to do so could result in the loss of bus privileges. To avoid the loss of these privileges please read carefully the BUS RULES AND REGULATIONS that you received at registration.
7. The office telephone is a business phone and will not be used by students except in case of emergencies, with the approval of the office staff or administration.
8. It is the student's responsibility to follow the rules and regulations of the St Joseph Board of Education, the school administration, and the classroom teacher. There are no exceptions to this policy. Students are also expected to be courteous and polite to each other, as well as, the faculty and staff at Truman in order to provide a caring school climate; therefore, profanity or threatening behavior will not be tolerated.
9. In order to provide a safe environment, there will be a "hands off" policy.
10. It is the school's responsibility to provide learning experiences free from distractions and misbehavior. Administrators, teachers and support staff will provide positive role models that are observable as good examples for students to follow.

INTERVIEWS AT SCHOOL BY LAW ENFORCEMENT AGENCIES OR OTHER OFFICIALS

1. School children should be released by the principal if such a request is made by the Juvenile Officer or investigating officer.
2. Parents will be contacted by school officials in the case of such release, unless law enforcement officials request that we do not.
3. The Juvenile Officer, Police or Sheriff's Officers will be permitted to question students in the school without a school administrator present.
4. Child abuse and neglect cases shall be conducted by the appropriate authorities. Upon obtaining proper identification, the principal shall permit the investigating authority to conduct the interview. Parents will not be notified unless the agency conducting the interview allows the school to contact them.

ELECTRONIC GEAR and CELL PHONES

Cell phones are allowed, but must not be in use (not visible, turned off or silenced) while a student is in the classroom, hallway, library or other locations during school hours. Students will be allowed to use phones during the lunch period with discretion of administration and/or lunch monitor. **Non-compliance with this rule will result in confiscation of the phone.** In case of multiple offenses, parents will have to pick up the phone from school office.

All students must go through a school official before contacting a parent or guardian. Refusal to do this will result in disciplinary action.

It is highly recommended that students do not bring iPods, mp3 players, gaming devices, etc. to school. The school is not responsible for any lost or stolen electronics. **Electronic gear is allowed but must not be in use (not visible, turned off or silenced) while a student is inside the classroom, hallway, library or other location during school hours unless approved by the teacher.** If confiscated, these items may be kept until a parent/guardian picks it up.

TAKING STUDENTS OUT OF SCHOOL DURING THE DAY

Students shall be permitted to leave during the school day based on parental authorization, in writing, personal contact, or by telephone. Parent/guardian or authorized adult must come into the office to sign out students.

STUDENT DRESS CODE

Staff members in the St. Joseph Public Schools are constantly striving to provide the best conditions possible for student learning and achievement. Any conditions, which may distract students from learning, are of serious concern.

Student dress can have a significant effect on learning and behavior. Clothing must cover the body sufficiently and avoid attracting excessive attention or causing disruptions. We ask students to "self-check". In raising the arms above the head a student should not see exposed skin at the mid-section. By putting their hands to their side, fingertips should not touch skin. Necklines of shirts should provide appropriate coverage. Shorts should be approximately seven inches from the waistband. **"Sagging" will not be allowed (pants must be at waist).**

Following are some specific guidelines, which will be administered consistently at Truman.

1. Messages on body, clothing, jewelry and personal belongings that relate to gangs, drugs, alcohol, tobacco, sex, vulgarity, or that reflect adversely upon persons because of their race, sex, color, creed, national origin, or ancestry are not permitted.
2. Clothing must cover the body sufficiently to avoid attracting excessive attention or causing disruptions.
3. Very short shorts such as thin nylon athletic shorts are not acceptable. Very tight shorts such as biker shorts are not allowed. Shorts of appropriate length may be worn during the school year.
4. For health and safety, appropriate footwear must be worn at all times. Bare feet are not acceptable. Sandals are acceptable if they are sufficiently safe and adequately secured to the feet.
5. No caps, hoods, or hats are to be worn by the students during school time unless approved by the principal or teacher.
6. Tank-top straps must be at least 2 fingers wide (approximately 2 inches). NO tank-top undershirts are allowed. This includes jerseys with low cut arm holes.
7. Undergarments shall not be seen either outside of or through clothing.
8. Absolutely no inappropriate accessories are allowed. This includes: studded jewelry, safety pins, gloves, chains, bandanas, and any other items the administration deems necessary. Items may be confiscated.

Building administrators reserve the right to request change of clothing not covered in the existing guidelines.

STUDENT ID

Students are required to have an ID at school for lunch and to check out library books.

SCHOOL DANCES

Student participation will depend on discipline referrals, tardies, and ISS/OSS from dance to dance. Students must be in attendance and not in ISS on the day of the dance in order to attend. Students with 2 or more days of ISS, any days of OSS, and/or 7 or more tardies will not be allowed to attend the dance.

ATHLETICS

Students are encouraged to participate in athletic opportunities. **Athletes must have a current physical and insurance and paid activity fees on file to participate.** Parents and/or students may pick up a physical and insurance form in the office. Athletes must have 14 practices to participate in the athletic competition. Athletes who are absent the entire school day will not be allowed to participate in athletic competitions that evening. Students will have grade requirements to be eligible to participate in athletics. Certain sports may have a tryout process to be a member of the team.

TUTORING

Students may take advantage of free tutoring. Tutoring is offered before and after school. Please see your student's teacher(s) for more information.

TARDY

Students must be present in the classroom for attendance at 7:50am. If a student is tardy 7 times, he/she will not be allowed to attend the school dance. The tardies will start fresh at the beginning of each semester or following each school dance.

DISMISSAL PROCEDURES

Bus Riders: Exit the building through the boy's gym, or by room 100 to get on the bus.

Walkers & Car Riders: Exit the building through the front doors.

**All students should be out of the building and picked up by 3:00 P.M. unless involved in an after school activity.

****The only students that are allowed to be at Mark Twain after school are those that need to pick up a younger brother or sister. If students have permission to be at Mark Twain, they must stand in the designated area while waiting. Students heading to Mark Twain will wait at Truman Middle School until 3:00 and then proceed to the designated waiting area. However, if there are any problems with a Truman student at Mark Twain, it may result in the student not being allowed at Mark Twain and school consequences.**

SJSD PARENT AND STUDENT HANDBOOK

The Saint Joseph School District's "Parent and Student Handbook" can be accessed at the link below. This document outlines policies and procedures of the school district for grades K-12.

SJSD Student Handbook

<https://www.sjzd.k12.mo.us/cms/lib/MO01001773/Centricity/Domain/569/1920Handbook.pdf>

INCENTIVE PROGRAM

BLUE CARDS

Requirements:

- All grades must be a B- or above
- 2 or less absences per quarter
- 3 or less tardies per quarter
- No instances of ITS, ISS, or OSS assignment

Incentives:

- Eat first at lunch (dismissed after gold cards)
- Every Friday, students with a blue card will be allowed to leave class 5 minutes early at the end of the day and hang out in the school store.
- Quarterly field trip

GOLD CARDS

Requirements:

- All grades must be an A- or above
- 2 or less absences per quarter
- 3 or less tardies per quarter
- No instances of ITS, ISS, or OSS assignment

Incentives - Students enjoy incentives of those with a blue card plus:

- Students can walk directly to the lunch line (do not have to be seated)
- Principal's Lunch

MAINTAINING CARDS

- Every three weeks, TA (Teacher Advisement) teachers will check grades, discipline and attendance. If student no longer qualifies at the 3-week progress report, they will be required to turn in the card to the TA teacher.
- If students did not qualify at the end of the quarter, but do qualify at the 3-week progress report, they will be issued a card
- Students must have their card in order to receive the incentives.
- If cards are lost, students must pay \$5 to the office in order to obtain a new one (this cannot be done the day of a party).
- In order to attend the quarterly trip, students must have qualified for the cards for the **entire quarter**.

****Principal has discretion to make a judgement call on students attending field trips.**

PROGRESS REPORT/REPORT CARD SCHEDULE 2020-21

	Progress Report	Progress Report	Quarter Ends
QUARTER 1	September 10	October 1	October 23
QUARTER 2	November 12	December 3	January 13
QUARTER 3	February 4	February 25	March 12
QUARTER 4	April 9	April 30	May 28

***Students will receive progress reports every 3 weeks. Report cards for 1st and 3rd quarters will be handed out at parent teacher conferences. Report cards for 2nd and 4th quarters will be mailed home.**