

MOSCOW MIDDLE SCHOOL

Student Handbook

Mission

The mission of Moscow Middle School is to provide a safe, nurturing environment where a quality education fosters critical thinking and prepares our independent learners to be positive contributors in a constantly changing world.

Operational Philosophy

Moscow Middle School believes that all students are valued and can learn. All students are entitled to instruction in a respectful and safe environment geared to their needs. The school recognizes that the family is the child's most significant influence. The essential elements of the educational process include high expectations and shared responsibilities by all stake holders, including students, staff, parents, and other community members.

Cub P.R.I.D.E

The students at Moscow Middle School were asked to describe what it means to be a Moscow Middle School Cub. The result is a list of commitments that we call Cub P.R.I.D.E!

Perseverance

- I will keep trying.
- I will learn from my mistakes.
- I will stay strong through difficult times.
- I will strive to reach my goals.

Respect for self and others

- I will respect the rights of others to work, learn and be safe.
- I will honor the feelings, beliefs, rights, and traditions of others.
- I will respect the property of others.
- I will take full responsibility for my words and actions.

Integrity

- I will be truthful and honest with myself and others.
- I will be kind to others.
- I will do the right thing – even when no one is watching.

Dedication

- I will be dedicated to my family, school, and community.
- I will be fully engaged in my work and activities.
- I will strive to maintain a positive attitude.
- I will be a self-starter and a problem solver.

Excellence

- I will do the best I can.
- I will be a good example to others.
- I will represent my family, school, and community positively in everything I do.

2026-27 MMS Bell Schedule

"A" Bell Schedule		"B" Bell Schedule	
1	8:15 - 9:10	HR	8:15 - 8:45
2	9:14 - 10:05	1	8:49 - 9:56
3	10:09 - 11:00	5	10:00 - 11:07
L1	11:00 - 11:30	L1	11:07 - 11:37
4EC	11:04 - 11:55	4EC	11:11 - 12:18
4LC	11:34 - 12:25	4LC	11:41 - 12:48
L2	11:55 - 12:25	L2	12:18 - 12:48
5	12:29 - 1:20	6	12:52 - 1:59
6	1:24 - 2:15	7	2:03 - 3:10
7	2:19 - 3:10	L1 = First Lunch L2 = Second Lunch HR = Home Room	
"C" Bell Schedule		"D" Bell Schedule	
HR	8:15 - 8:45	HR	8:15 - 9:01
2	8:49 - 9:56	1	9:05 - 10:12
3	10:00 - 11:07	2	10:16 - 11:23
L1	11:07 - 11:37	L1	11:23 - 11:53
4EC	11:11 - 12:18	3EC	11:27 - 12:34
4LC	11:41 - 12:48	3LC	11:57 - 1:04
L2	12:18 - 12:48	L2	12:34 - 1:04
6	12:52 - 1:59	5	1:08 - 2:15
7	2:03 - 3:10		

- Students should arrive at school no later than 8:05. Students will be marked tardy if they arrive at class after 8:15.
- The drop off area at MMS is the east parking lot next to the tennis courts. Please do not drop your students off at other locations – it can be a safety hazard.
- Students that are leaving the building for appointments, or because they are sick, etc. must check out of the office. Parents need to call the office at 208-882-3577 if their child needs to leave school.

ACTIVITIES EVENTS CALENDAR 2026-2027

AUG 13	FALL SPORTS PARENT MEETING 5:30 PM IN BEAR DEN
AUG 19	7 th /8 th GRADE VOLLEYBALL STARTS – FIRST PRACTICE
AUG 21	FOOTBALL BEGINS
AUG 21	MMS BACK TO SCHOOL CELEBRATION AKA CUBAPALOOZA
AUG 24	ALL DISTRICT STAFF MEETING AT H.S. IN A.M.
AUG 26	CROSS COUNTRY STARTS
AUG 26	FIRST DAY FOR STUDENTS
AUG 28	ASSEMBLY (Friday Assembly Schedule PM)
AUG 31	6 th GRADE VOLLEYBALL
AUG 31	CHEER STARTS
SEPT 2	CUB P.R.I.D.E. LAUNCH (at the HIRC)
SEPT. 3	ASB APPLICATIONS AVAILABLE
SEPT 4	PROFESSIONAL DEVELOPMENT DAY
SEPT 18	PHOTO RETAKES/SPORTS PHOTOS
SEPT 18	ASB PETITIONS DUE IN OFFICE
SEPT 25	ASB CAMPAIGN WEEK -ISH (ENDS OCT 2)
SEPT 28	Q1 PROGRESS REPORTS DUE
OCT 5	ASB ELECTIONS BEGIN
OCT 7	Perseverance PowerPoint
OCT 7	District 2 MASS 8 th Grade Jazz Band/Orchestra High School 7:00 p.m.
OCT 8	ASB ELECTION RESULTS ANNOUNCED
OCT 8	PERSERVERANCE CUB P.R.I.D.E. ACTIVITY
OCT 9	PROFESSIONAL DEVELOPMENT DAY
OCT 19	GIRLS WRESTLING BEGINS
OCT 21	GOAL SETTING FOR CONFERENCES
OCT 22	BAND/CHOIR/ORCHESTRA FALL CONCERT HIGH SCHOOL 7:00 P.M.
OCT 27	BOYS BASKETBALL BEGINS
OCT 28	END OF QUARTER 1 (Grades Due Nov 3 rd by 8:20 a.m.)
OCT 29	PD/DATA ANALYSIS
OCT 30	PARENT/TEACHER CONFERENCES
NOV 12	RESPECT CUB P.R.I.D.E. ACTIVITY
DEC 7	Q2/SEM 1 PROGRESS REPORTS DUE
DEC 10	UI HOLIDAY CONCERT CHOIR - 7 PM, UI KIBBIE DOME
DEC 11	CUB PRIDE ACTIVITY- Holiday Card Making
DEC 15	MSD HOLIDAY CONCERT – 7 PM, MHS AUDITORIUM
JAN 5	GIRLS BASKETBALL BEGINS
JAN 5	BOYS WRESTLING BEGINS
JAN 13	INTEGRITY CUB P.R.I.D.E. ACTIVITY
JAN 20	2 ND SEMESTER SCHEDULES OUT TO STUDENTS VIA 7 TH PERIOD CLASSES
JAN 21	LAST DAY OF 1 ST SEMESTER (Grades Due Jan 26 th at 8:20 a.m.)
FEB 3	PALOUSE BASED FUNDRAISER BEGINS (ENDS FEB 12)
FEB 22	Q3 PROGRESS REPORTS DUE
FEB 24	DEDICATION CUB P.R.I.D.E. ACTIVITY
MAR. 3	ORCHESTRA, BAND, CHOIR SOLO/ENSEMBLE FESTIVAL
MAR 12	CUB PRIDE MIX IT UP DAY
MAR 23	TRACK BEGINS
APR 1	END OF 3 RD QUARTER (Grades Due April 5 th 8:20 a.m.)
APR 14	EXCELLENT CUB P.R.I.D.E. ACTIVITY
APR 17	SCIENCE ISATS DURING SCIENCE CLASS
APR 18	LIONEL HAMPTON JAZZ FESTIVAL
APR 21	DISTRICT II LARGE GROUP FEST
APR 19	SCIENCE ISATS DURING 3 RD PERIOD
APR 24	DISTRICT II LARGE GROUP FESTIVAL - ORCHESTRA, BAND, CHOIR
APR 29	ISAT TESTING WEEK: APRIL 29 – MAY 3
MAY 3	Q4/SEM 2 PROGRESS REPORTS DUE
MAY 7	SPRING MUSIC/ORCHESTRA CONCERT

MAY 9	MHS/MMS SPRING ORCHESTRA CONCERT – 7 PM MHS AUDITORIUM
MAY 11	6 th Grade Band ELEMENTARY TOUR (During School Day, A.M. ONLY)
MAY 14	SCHOOL CLEAN UP DAY
MAY 20	SPRING MUSIC CONCERT – 7 PM FIELDHOUSE
MAY 20	MMS EXPO 5:30 – 7:00 PM
JUNE 1	STUDENT AWARDS CEREMONY 6:00 P.M.
JUNE 2	END OF YEAR ASSEMBLY
JUNE 2	LAST DAY FOR STUDENTS 1:30 RELEASE
JUNE 4	Grades Due by End of Day

MOSCOW SCHOOL DISTRICT NO. 281 **SCHOOL CALENDAR 2026-2027**

Approved
2/25/2026

	Mon	Tue	Wed	Thu	Fri		
Aug	10	11	12	13	14	First Day	SPED 8/17, SLP/New 8/18, Certified 8/19
	17	18	19	20	21	8/21	Professional Development
	24	25	26	27	28*	8/24	All District Meeting AM
						8/26	First Day for Students
Sep	31	1	2	3	4	9/4	No School – Professional Development
	7	8	9	10	11*	9/7	No School – Labor Day
	14	15	16	17	18*		
	21	22	23	24	25*		
	28	29	30				
Oct				1	2*		
	5	6	7	8	9	10/9	No School – Professional Development
	12	13	14	15	16*		
	19	20	21	22	23*	10/28	End of 1 st Quarter
	26	27	28	29	30	10/29	No School – K-5 Conferences / 6-12 Prof. Dev. Data Analysis
						10/30	No School – K-12 Conferences
Nov	2	3	4	5	6*		
	9	10	11	12	13*		
	16	17	18	19	20*		
	23	24	25	26	27	11/23-27	No School – Thanksgiving Break
	30						
Dec		1	2	3	4*		
	7	8	9	10	11*		
	14	15	16	17	18*		
	21	22	23	24	25	12/21-1/1	No School – Winter Break
	28	29	30	31			
Jan					1		
	4	5	6	7	8*	1/4	First Day Back after Winter Break
	11	12	13	14	15*	1/18	No School – MLK Jr./Idaho Human Rights Day
	18	19	20	21	22	1/21	End of 1 st Semester
	25	26	27	28	29*	1/22	No School – K-12 Workday
						1/25	No School – K-5 Data Analysis / 6-12 Teacher Workday
Feb	1	2	3	4	5*		
	8	9	10	11	12*		
	15	16	17	18	19*	2/15	No School – President's Day
	22	23	24	25	26*		
Mar	1	2	3	4	5*		
	8	9	10	11	12*		
	15	16	17	18	19	3/15-19	No School – Spring Break
	22	23	24	25	26*		
	29	30	31				
Apr				1	2	4/1	End of 3 rd Quarter
	5	6	7	8	9*	4/2	No School – K-12 Conferences
	12	13	14	15	16*		
	19	20	21	22	23*		
	26	27	28	29	30*		
May	3	4	5	6	7*		
	10	11	12	13	14*		
	17	18	19	20	21*	5/17	No School - Professional Development Day
	24	25	26	27	28*	5/31	No School – Memorial Day
	31						End of 2 nd Semester
Jun		1	2	3	4	6/2	Last Day for Students – 1:30 Release / PCRHS Graduation
						6/3-4	Teacher Workdays
						6/4	MHS Graduation

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

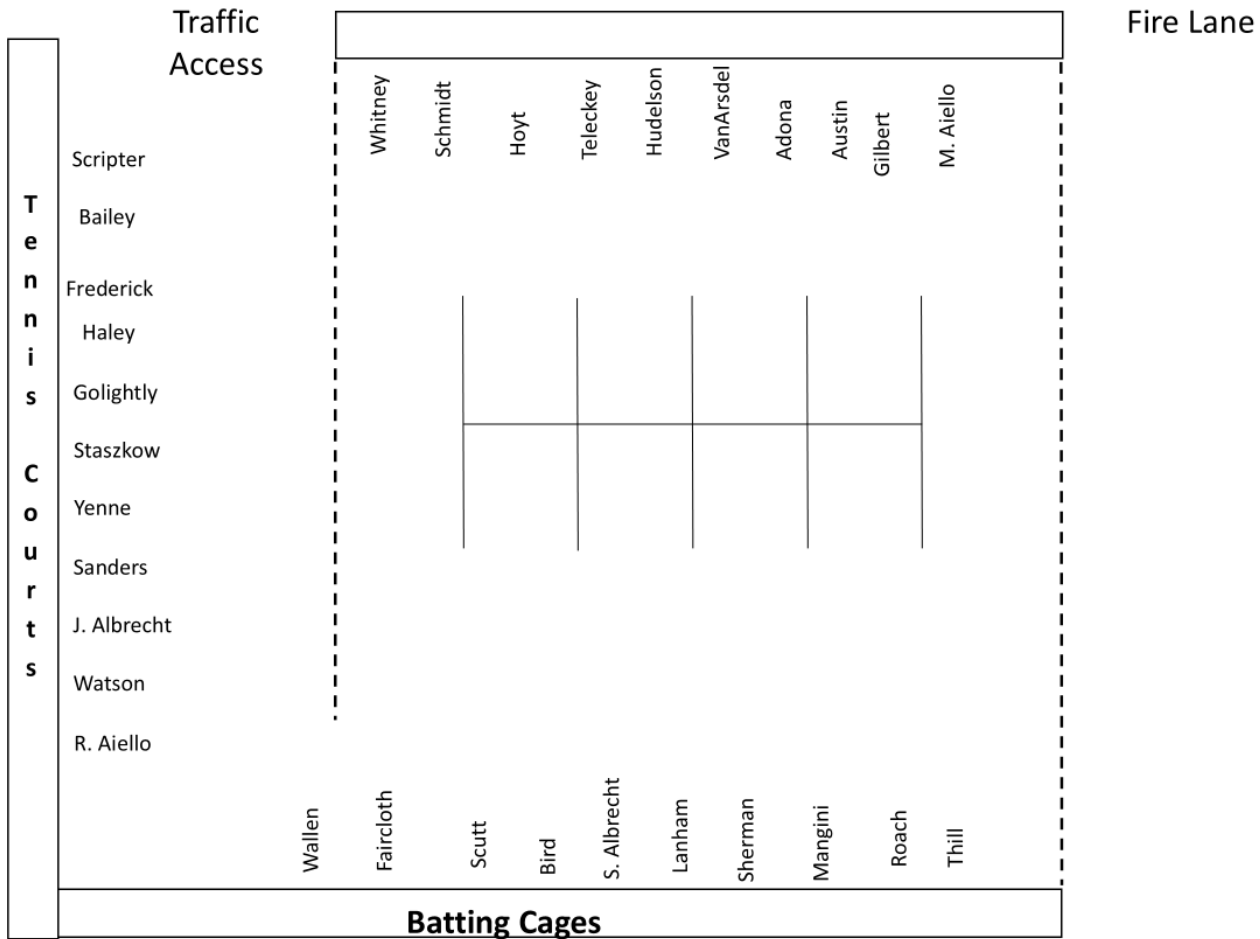
Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

East Parking Lot Evacuation Map



- During practice emergency drills, students are expected to behave in a mature and respectful manner – show your Cub PRIDE.
- Always follow the teacher's directions – they are in charge of keeping you safe and take that responsibility seriously.
- Exit the building quickly and quietly.
- Stay with your classroom teacher until you get to the East Lot – then find your Homeroom teacher.
- Wait quietly and calmly with your homeroom class.
- Return directly back to class when the evacuation drill is over.
- If we evacuate to a secondary location, the district's reunification protocols will be followed, and parents will be notified.

EMERGENCY CLOSURE

Adverse conditions may cause the school to be closed. Past closures have been caused by heavy snowfall, high winds, extreme cold, and volcanic eruption. The primary method of notifying families of school closures is through our automated calling service called School Messenger and a posting on the district website. Closure announcements are usually made shortly after 6:30 a.m. though parents may want to monitor reports throughout the day. Bus riders, in particular, need to plan an alternative destination in town for when emergencies close the schools and disrupt the normal way you would get home.

It would also be wise to tune your radio or TV to a local station coming to school on days when the weather is extreme or extraordinary events are occurring.

ATTENDANCE – 892-1177 - - 24-hour

Students must attend school each day of the school district calendar unless they have a school approved reason for being absent. (Idaho Code Section 33-202) Unexcused absences are trancies and are illegal. It should be understood that excusing an absence doesn't make it go away, and that excused absences will count toward a students total absent count. All absences are recorded as unexcused until the school receives, from the parent/guardian, a report explaining the reason for the student not attending. Parents/guardians may call the attendance line 24 hours a day (892-1177) or a written explanation can be delivered by the student for pre-excused conditions.

Any student leaving school during the day must first check out at the office; students returning to school during the day are to check in at the office. The school must have permission from the parent before allowing a student to check out.

Absences that may be excused by the principal are those that are caused by:

1. Illness/injury that reasonably could be expected to require absence
(Frequent or extended absences may require that a physician's recommendation be submitted before absences are excused.)
2. Death in family.
3. Academic related activities, e.g., field trips
4. In-building pullout, e.g., conferences
5. Community or school competitions that result in extended absences

Such absences should be brought to the attention of the principal and teachers well before the trip, so that decisions regarding credit, make-up work and grades can be reached before your travel plans are finalized. Students are required to make up all missed assignments because of absence. You should ask each teacher for the assignments and make a plan for the completion of the expectations. You may want to ask a friend in each class to collect assignments and worksheets.

Moscow School District Attendance Policy (5000.01)

Truancy. Absence without a legitimate excuse shall be deemed truancy. A habitual truant is any pupil who repeatedly has violated the attendance regulations established by the Board of Trustees or other governing body operating the school attended. A child of compulsory school age may also be considered a habitual truant if the child's parents or guardians, or any of them, have failed or refused to cause such a child to be instructed as provided in **Idaho Code 33-202.**

- A. All absences are subject to review. **Patterns of excessive absences, unexcused absences, and/or trancies may result in denial of credit in the related class or classes and/or referral to the county prosecutor's office for Truancy.**
- B. Students with ongoing attendance problems will be referred to the principal to determine action to be taken.
- C. **All students must be in attendance in each classroom 90% of the days when that class is in session.** If a student is not present for more than 50% of an attendance period, regardless of reason, he/she shall be counted as absent for the entire class period. **Every three tardies accrued will be counted as one absence.**
- D. The building principal shall warn a student and his/her parents in writing of an impending loss of credit due to excessive absences when absences exceed 6 days. **The building principal may refer students and their parents to the Latah County Prosecutor's Office for Attendance Court, and include written notification that credit has been withheld, due to absences exceeding 10% of the days per semester, which is 9 days.**

HOMEWORK DURING ABSENCES

Students who know they will be absent should speak with all their teachers before their absence regarding make-up work, due dates, etc. All students and parents have access to Canvas. Teachers will post class plans and assignments on Canvas. Many assignments can be completed online from home and/or turned into the teacher through the Canvas portal. Students who are absent should plan on checking Canvas for work. If you know ahead of time that your student is going to be absent for more than three days, please contact the school office. During that time, most or all school materials will be available through Canvas. Any items, such as books, can be picked up during regular office hours.

BUS AND BUS LINE BEHAVIOR

Students that ride the bus are expected to follow **any** directions given by the bus driver. You must follow all rules, including safety rules such as staying seated, and keeping feet and belongings out of the aisle. Any behavior that would be inappropriate in school, such as using profanity, breaking the law, destroying property or fighting is also inappropriate on the bus. **Engaging in these behaviors could result in suspension or expulsion from the bus and parents would be responsible for transporting you to and from school.** All buses have video and audio recording devices inside and outside the bus. Misbehavior is reported to parents and/or the Principal and Assistant

Principal. Students who are disrespectful on the bus may have in-school consequences such as lunch detention. Please see Board Policy section 5057 for more information on issues relating to bus behavior.

When waiting for the bus, students are expected to comply with directions from any MSD adult supervising that area. Students who do not ride the bus are strictly prohibited from the bus line. If you are caught in the bus line as a non-bus rider, you will be subject to disciplinary action. Students are expected to stay in the area designated for the bus you ride and wait calmly and patiently. Again, any behavior that is inappropriate for school is inappropriate in the bus area and could result in in-school consequences or suspended bus riding privileges.

ALTERNATE TRANSPORTATION

All students are encouraged to walk or ride their bikes and scooters to school. If you choose to ride, please remember to walk your bike or scooter when you are on the school grounds. For those students who opt to walk to school, a Safe Routes to School map and information is available at <http://www.webpages.uidaho.edu/~mlowry/gis/sr2s.htm>

If you are driven to school in a personal vehicle you will need to be dropped off in the **East parking lot, preferably before 8:05 a.m.** Classes start at 8:15 a.m. If you arrive after 8:15, you will need to ring the bell to be admitted and check in at the office.

ARRIVING ON TIME

You must be in your classroom, ready to learn by 8:15 a.m. each school day. It is your responsibility that you arrive at school on time each day. You should plan to arrive at school by the 8:05 a.m. warning bell. Parents may call in

If you are late for school, you must report to the office before going to class. If you return to school from an appointment, at any time throughout the day you must report to the office before going to class. Frequent tardiness to classes will result in consequences that could lead to referral to detention and/or referral to Attendance Court

WHEN SHOULD STUDENTS STAY HOME FROM SCHOOL?

Good attendance at school is important for learning and development. However, there are times when it is best for children to remain at home. By District policy, children too ill to benefit from instruction will be sent home. The following guidelines are to help you determine if your child should stay home.

General guidelines for all illnesses

Fever

An oral temperature of 100 degrees or higher is considered a fever. Any fever within the past 24 hours indicates the need for your child to stay home. Be sure your child is fever-free for 24 hours without the use of fever reducing medication before allowing them to return to school.

Vomiting/Diarrhea

Vomiting and/or diarrhea, with or without a fever, within the past 24 hours indicates that your child should stay home. Accompanying abdominal discomfort can make it difficult for your child to concentrate. Your child could benefit from the additional rest at home.

Pain

Moderate to severe pain that requires pain medication every few hours indicates that your child should stay home. Pain that requires the regular use of medication can hinder your child's ability to concentrate in class. Resting at home until the pain is manageable can be beneficial.

Moderate And Severe Cold Symptoms

Children will get colds throughout the school year. Having mild congestion or stuffiness is normal, and usually children are able to participate in school activities without difficulty. However, if your child has severe nasal congestion, a persistent cough, and generally does not feel well, staying at home may be the best course of action. Additional rest could help them to feel better, sooner.

Draining, Inflamed Eyes

If your child wakes up with his/her eyes stuck together, or the eyes are red, itchy, or painful, the child should remain at home until he/she can be evaluated by a physician. Your child may have a contagious infection. If your child comes to school with eyes that are inflamed, itching, or draining, the nurse will evaluate your student for infection. If an infection is indicated, your child will be sent home.

Lice/Nits

If you suspect your child could have lice or nits (eggs), please notify the school. A nurse would be happy to help you determine if your child has lice/nits, dry scalp, or another dermatological issue. We can also provide guidance on the treatment and management of lice.

Immunizations

Idaho State law states that children may attend school when their immunizations are current, or parents have obtained an exemption. Please contact your primary care provider or Idaho Health and Welfare, North Central District, 208-882-7506.

WHAT IF MY CHILD'S HEALTH INFORMATION CHANGES OR HE/SHE HAS SPECIAL HEALTH CONCERNS?

Notify the school office so that our system may be updated. Bee stings, allergies, seizure disorders, asthma, heart problems, and diabetes are examples of the types of conditions of which we need to be aware so that we can provide proper care.

There are students at our school who have severe peanut, nut, egg, and other food allergies. We ask all students to wash their hands after lunch before going to recess; there are special seating arrangements in our cafeteria to ensure the safety of all children.

WHAT IF MY CHILD NEEDS TO TAKE MEDICATION?

According to state law 16-2422 school personnel cannot provide medical treatment or intervention without signed permission from parents. Please make sure you have signed and returned to school the Consent to Treat form provided at the beginning of the year. Medication should be administered at home whenever possible. If your child brings ANY medication to school, he/she must bring it to the school office. School personnel will call parents to get verbal permission before administering over-the-counter medication to students. Students that request over the counter medication frequently will be required to provide this medication themselves and be able to administer it to themselves.

If the medication is prescribed, the school requires a statement by your physician indicating the name of the medication, the dosage, and the time of administration or the original prescription container along with a note signed and dated by the parent or guardian identifying the name of the medication, the dosage, and time of administration.

If it is necessary to administer ANY medicine during school time, please call the office at 882-2621.

Can My Child Be Excused from PE and/or Outside lunch time?

Except in very unusual circumstances, we ask that children participate in all aspects of the school program, including PE and outdoor play. Fresh air and moderate exercise are health-promoting, even when recovering from a common cold or other minor illness. In the case of a unique medical situation or condition that could warrant excusal from PE and/or other physical activities, a note from a Physician is required. The note needs to include both the diagnosis and the length of time that physical activity should be limited.

Student Injury

If a student is seriously injured at school, first aid will be administered, and every effort will be made to notify parents or emergency contacts immediately. When a student's parents cannot be reached, and a higher level of care or services are indicated, emergency services will be called. All minor injuries (i.e. minor cuts, scrapes, etc.) will be treated at school unless directed by parents/guardians to do otherwise. It is extremely important that we have the current phone numbers for parents or guardians, and an additional contact person in the event of an emergency.

The best precautions and the closest supervision do not guarantee that accidents will not happen. Accidents are part of the growing-up process that our children experience. The school district does not provide medical insurance to pay for medical expenses when students are injured at school. Our district does have information regarding student insurance at our office.

BREAKFAST AND LUNCH

Breakfast and lunch are available each school day in the multipurpose room/cafeteria. Breakfast is served starting at 7:45 a.m. and lunch is served during your assigned lunch period. Breakfast is \$2.25, lunch is \$3.70. Students wanting just milk will be charged .75 cents per carton. Each student has a Power School meal account which is used for milk purchases. Students can bring money to school and hand it in at the office, or parents can add money to student's accounts by following the "Pay for Lunch" link on the district website.

In the meal line, students access their account using their ASB card. Please help us to speed up the meal service by bringing your card.

FREE AND REDUCED LUNCH

Application forms for the Free and Reduced Meal Program will be sent home with all students or are available in the school office throughout the school year. This confidential program is based on household size and income. The funding for many school programs unrelated to lunches is determined by the percentage of students at MMS that qualify for Free or Reduced lunch prices, so it is very helpful

to the school and community if every family completes and returns these applications. Even though school meals are free this year, please fill out the application form and return it to school.

SCHOOL LIFE AND ACTIVITIES

Moscow Middle School is an exciting place, and you will grow and change a lot as you progress through 6th, 7th and 8th grade. ***All activities at MMS are considered privileges, and those privileges can be revoked as part of the disciplinary process by school administration.*** We hope you will learn a lot and have an enjoyable experience during your time here.

GROUPS/CLUBS -- The following are some of the groups offered:

Ambassadors, Earth Club, Math Counts, Knowledge Bowl, Knitting Club and more! The first meeting of these groups will be announced in the bulletin. New clubs may be formed - students interested in starting a new club should speak with Mrs. Summers or Mr. Roberts.

SCHOOL RELATED ABSENCES/FIELD TRIPS

All students participating in a field trip, athletic event, or other school-sanctioned absence are responsible for completing their assignments or checking in with their teacher before departure. An excused absence does not exempt students from completing required coursework for that class.

HOMEROOM

The primary purpose of homeroom at Moscow Middle School is to provide academic support and intervention for all students. Homeroom creates dedicated time for students to access teachers for re-teaching, collecting missed work, submitting assignments, obtaining assignments they may have missed, and addressing any other academic needs that support student success and improve grades.

Secondarily, homeroom may be used for Cub Pride lessons, student announcements, school news updates, surveys, and other school-wide activities if approved by administration.

During a typical homeroom period, teachers should assist students in reviewing their grades, identifying missing or incomplete assignments, developing plans to complete outstanding work, and connecting with teachers for additional support or re-teaching opportunities as needed.

Students who leave the classroom during homeroom must have an approved Securely pass and must be accounted for at all times.

STUDENT COUNCIL

The student council is composed of class officers who work cooperatively to plan activities for the school. They report the actions of each meeting to their classmates and enlist others to help plan, organize, and facilitate such activities as assemblies, community service activities, and dances. Money raised by the student body is deposited in the Student Activities Account. The expenditure of student activity funds is for the benefit of the student body and the activity fund accounts are annually audited by an outside agent. Elections for student council officers will take place in September, and will conclude in early October. If you are interested in participating, please watch the bulletin for announcements.

EXTRA CURRICULAR SPORTS

Academic Eligibility – students must be passing all their classes in order to be eligible to compete in school sanctioned contests (i.e., games, events, meets, tournaments). Students are expected to continue to attend and participate in practices while working out a plan, with their teachers) and coach, to rectify any failing grades.

- At regular intervals (at least bi-weekly), office staff will identify students failing classes. Any student-athlete with failing grades will be identified.
- Coaches will be notified if any members of their team are ineligible to participate. A Coach, Teacher, or Administrator will conference with those players regarding their academic standing.
- Students will be expected to meet with their teacher(s) to create a plan to improve their grade. The student will fill out a plan of improvement form and share it with their coach.
- Students will be expected to attend/participate in practices, to the greatest extent possible, while working on their plan to improve their grades. It is acceptable for a student to meet with a teacher after school, and then go to practice late, if necessary.
- When the work is completed, the student will return the signed plan of improvement form – with the “grade rectified” box checked – to his/her coach and will once again be eligible to participate in contests.

Attendance -- A student who is absent at any time during the day may not participate in an activity that same day unless the absence was due to a medical appointment or emergency that does not reflect illness.

Behavioral Eligibility – To participate in school activities, students must be in good standing within the MMS disciplinary system.

Learners may find themselves ineligible for athletics for any infraction (one-time or continued) deemed by school administration to be outside of what they would expect for student athletes.

Physical Exam -- All athletes must have a physical exam form on file in the training room prior to the first practice of the season. Students in grades 6, 7, 9 and 11 need to have a new physical form, where students in grades 8, 10 and 12 can use their form from the previous year. Forms are available in the school office, in the training room and at your doctor's office.

Interim Questionnaire -- This form is needed each year to provide updated information, consent, and emergency phone numbers.

Evidence of Insurance -- This form is on the back side of the Interim Questionnaire and is needed to clarify the student's insurance coverage and consent for medical treatment. Individuals interested in supplemental insurance coverage can pick up information in the office.

Substance Abuse Policy -- Both the student and parent need to sign and return this form to the coach/advisor verifying that they have read and understand the rules pertaining to alcohol, nicotine, and other drugs.

ASB Card -- An ASB card, which allows the student to attend Moscow home athletic events, is required to be purchased (\$26) for student participation in extracurricular activities. These funds are used to support all student activities.

Participation Fees -- In addition to the ASB card, a fee will be collected by each coach/advisor prior to the student's competing in each interscholastic activity. These funds are used to support the individual activity programs. Checks should be made payable to Moscow School District.

\$45 6th/7th/8th grade teams per season

Athletics -- Many programs exist for all grade levels throughout the year. Preseason meetings, announced in the daily bulletin, will supply you with detailed information on practices, the competitive schedule, eligibility, and program goals. All programs are "no cut" and all students are encouraged to participate. The following programs are offered:

Cross Country	6,7,8	Girls Basketball	6,7,8
Football	7,8	Wrestling	6,7,8
Volleyball	6,7,8	Track & Field	7,8
Boys Basketball	6,7,8	Cheer	6,7,8

BUILDING ACCESS

The office is open each school day from 7:30 a.m. to 4:00 p.m. Doors are locked at all times. Visitors will need to ring into the office to be let into the building. Teachers are available between 3:06 p.m. and 3:45 p.m. and during their particular preparation periods. Students must leave the building and campus by 3:20 p.m. unless working under the direct supervision of a staff member.

Students will gather on the East side of the building in the morning as they wait for the first bell at 8:05. Students that wish to eat school breakfast will be let into the building at 7:45. Students that wish to work with a teacher need to make arrangements with the teacher in advance and have an approved Pass to be let into the building.

PURCHASES

The following are the costs of optional items or services available to the student through the MMS office:

\$26 Student Body Card -- Provides admission to Moscow athletic events and is required for all participating athletes.

\$31 Student yearbook --The Cub Tracks must be purchased by the end of first semester.

CLOSED CAMPUS

Students are expected to remain on campus from the time they arrive in the morning until they depart at the end of the school day. Leaving with a parent/guardian is usually the only variation that would be allowed. Students may not leave the campus in the morning after coming to the school grounds. Bus students may not leave campus and return to catch their bus, nor may others return to the bus loading area after leaving the campus after school. All students, unless under the direct supervision of an adult, must leave campus by 3:20 p.m. each day. Students loitering on campus after 3:20 p.m. are subject to disciplinary action.

VISITORS

Students from other schools and adults, without good reason to be present, are not permitted to visit the building while school is in session. Parents and interested patrons are welcome in the school any day and we will do our best to provide you with an opportunity to view any program. We do require all visitors to check in at the office and prearrange, through the administration, any visits which could occur in the school. Guests are welcome during the lunch period as long as it has been prearranged and approved by the administration. All visitors and staff wear I.D. tags. Please report individuals not wearing such identification to an adult.

LOCKERS AND BACKPACKS

Every student is assigned a locker, and students must use their lockers. The locks have been removed to allow for easy access. Using a locker comes with the following responsibilities:

- Students are not allowed to change or share lockers. Any locker change is made by the office.
- Do not store anything in your locker you do not want to be personally responsible for.
- Any item stored in a student's locker is considered to be in their personal possession.
- Lockers are subject to administrative access and/or search when necessary.
- All lockers must be kept closed and reasonably clean.

Students are not allowed to take backpacks from class to class due to numerous safety concerns. Backpacks and additional items (bags, bats, school projects, etc.) must be kept in your locker. If these items are too big to reasonably and safely fit into your locker, you may store them in a classroom with teacher approval, or the item may be stored in the office with administrator approval.

CHROMEBOOKS

Chromebooks will be available for use in core classes and additional selected classes as deemed necessary by school leadership. These Chromebooks will be located inside the classroom and will be utilized at the direction of the individual teacher. Students WILL NOT receive a Chromebook that will be checked out to them individually. If it is deemed necessary for a student to take a Chromebook home, the teacher will need to fill out a Chromebook checkout slip and send the signed slip to the library to check a Chromebook out for the night. The Chromebook must be returned at the beginning of the next school day. If the Chromebook is not returned, the student and family will be charged the full replacement amount, and the student will not be able to check out an additional Chromebook until the previous device is returned and/or replaced as necessary.

LOST AND FOUND

If you lose anything at school, do not assume that it was stolen. There is a lost and found table by the east entrance. Students should look through lost and found for their belongings. If they do not find them, go to the office to ask if the item has been turned in there. Please put your name on ALL items that belong to you such as water bottles, lunch boxes, and binders. The staff will be happy to return these items to you if you lose them. We recommend that you do not bring any valuable items to school. Items such as blue-tooth ear buds are especially easy to lose and expensive to replace – we specifically recommend that items like this are kept at home. ***At the end of each academic quarter, the items in the lost and found will be donated, so please make sure that your student checks the lost and found for any missing items as soon as possible.***

SCHOOL TELEPHONES

Students may use the office telephone when there is a legitimate need to contact a parent for an unforeseeable reason (illness, missed bus, extracurricular activity change, etc.). Calls are limited to three (3) minutes.

ELEVATOR

The elevator is for the sole use of those who have a handicap or injury that prohibits the use of the stairway. When you have a need for the elevator, report to the office to receive instructions and review expectations. ***If you are in a situation where you require assistance in the elevator, no more than ONE friend may accompany you to help you carry your belongings. Learners found in the elevator without a legitimate reason approved by the office will be subject to disciplinary action.***

HALLWAYS

Before school, after school, and during passing periods hallways can become congested. Be courteous to others, do not stand in groups that block the flow of traffic, and use appropriate language and voice level. Please move on the right-hand side of the hall. ***During class, learners must have an approved Securly pass in order to leave the classroom. Learners found in the hallway without an approved Securly pass will be subject to disciplinary action.*** Students must have a pass to enter the building before 8:05. They can obtain a pass to the library, or to visit with a teacher at the east entrance.

COUNSELORS

A counselor, assigned by grade, is available to assist with academic, social, or career concerns. For example, the counselors will be assisting you with your schedule, study habits, standardized tests, classroom functioning, sexual harassment issues, career interests, and academic progress. They can also refer you to other professional helpers for long term counseling, support groups, testing, or protective services.

The counseling center is located next to the office. Each counselor has a sign-up sheet. For most concerns write your name on the sheet and your counselor will respond by sending a pass to see you. If there is an emergency, go directly to the counseling office. Parents are welcome to contact the counselors regarding issues of academic success, progress reports, parent-teacher meetings, and/or the student's social adjustment in school.

MIDDLE LEVEL CREDIT POLICY

According to the Middle Level Credit Policy required by the State of Idaho, students in grades six, seven, and eight must pass 80% of their classes each year to progress to the next grade level. In addition, if the student fails two semesters of the same core class (Math, Science, Social Studies, or English), the class may need to be repeated. If the student is in jeopardy of not meeting promotion requirements, the parents, student, and his/her teachers shall create a remediation plan for school success. If the student successfully completes the plan, they will be promoted. If the plan is not completed satisfactorily, the student may be retained (held back).

STUDENT BEHAVIOR EXPECTATIONS

Students are expected to behave in a manner appropriate for a school setting. This includes following local codes and laws, showing respect to staff, students, and property. Always stay where you are supposed to be under staff supervision. Show up to classes on time. Always follow reasonable requests made by staff members.

DRESS AND APPEARANCE

The school recognizes that student dress and appearance is the primary responsibility of parents. However, dress and appearance must not present health and safety problems, disrupt the education process, or cause a disruption at school or school sponsored activities.

Students must wear:

- A top with non-transparent fabric in the front, back and on the sides under the arms.
- Pants, sweatpants, shorts, a skirt, a dress, leggings, etc.
- Shoes
- Any item of clothing that is required for a specific class or activity (such as long pants or closed-toed shoes).

Students may **not** wear:

- Violent language or images.
- Images of, or language depicting drugs, alcohol or any illegal item or activity.
- Hate speech, profanity, or lewd/obscene images or language.
- Items that are not garments may not be worn. For example, blankets and flags may not be draped on the body, carried around on the body, tied to the body, etc.
- Anything that may create a risk of disruption to the educational process, the operation of school, or the safety of others.

Other guidelines:

- Hats, hoods, and other head coverings must allow the face to be visible and not interfere with the line of sight to any student or staff. Hoodies must allow the student's face and ears to be visible to staff. In order to keep school safe, it is vital that staff members are able to identify any person entering, or on school grounds. Staff members will ask students to remove head coverings if needed, in order to make an identification. Students are expected to comply with such requests in a respectful manner.
- Undergarments must be worn, and clothing must cover the undergarments.
- Sports bras, strapless tops, bralettes, corsets, tube tops, and halter tops are not considered appropriate tops and a shirt must be worn over, or under such garments.
- Shorts that do not fully cover the buttocks are not appropriate for school. Pants or shorts with rips, holes, or tears that reveal undergarments, the buttocks, or the genital area are not appropriate for school.

Students who wear inappropriate attire will be asked to change and/or parents notified. If necessary, other disciplinary action will be taken.

PERSONAL ELECTRONIC DEVICES (Cell phones, Bluetooth headphones, video games, cameras, etc.)

Per district policy, cell phones and any other electronic devices are not permitted during the school day, which shall be recognized as the moment the student enters the doors of the building until 3:07 PM. Cell phones and personal electric devices are not permitted for use in the bathroom, during passing time, and/or at lunchtime indoors or outdoors. Cell phones and personal electronic devices may not be in a students pocket, or otherwise on a students person for the duration of the school day. Learners may keep their cell phones and/or electronic devices stowed in a zipped up portion of their backpack provided that the device is placed on silent mode or turned off completely. Should the device ring or otherwise disrupt the learning environment, it will be confiscated by any staff member, and taken to the office. Learners who have their phones/devices confiscated will be subjected to:

1st offense- A call home will be placed, and the parent/guardian will be informed that the device has been taken, and that a parent/guardian will need to retrieve the device. Note, the office closes at 4:00 p.m., so someone will need to be able to pick the device up by that time.

2nd offense- Same as first offense, but the learner will also be issued a lunch detention.

3^d offense – Same as first offense, but learner will receive one day of in school suspension.

4th offense- Same as first offense, but learner will receive three days of out of school suspension.

5th offense- Same as first offense, but learner will be referred to the district office for continued non-compliance.

** If a learner does not comply with a staff member's request to hand over their phone, they will be subject to disciplinary consequences that will include detention and/or in or out of school suspension depending on their discipline history.*

Students are not allowed to take pictures or video of other students or teachers at school, unless specifically authorized to do so. Regardless of the context, pictures or video taken at school are for use in school district publications and projects only and may not be distributed or published without permission from the proper school authority and the subjects in the photo/video.

LUNCHROOM PROCEDURES

Students are expected to follow lunchroom procedures during their lunch period. Unless otherwise assigned, the MPR has an open seating arrangement during mealtimes. Students need to keep their voices at a conversational level. Chromebooks are NOT allowed in the lunchroom or in the outside seating/play areas. After receiving their lunch, students are expected to remain seated until they are done eating. When the indoor portion of the lunch period is finished, students will be directed outside. Students will not be allowed to go to their lockers until after the lunch period is over, so it is important that they bring appropriate clothing, jackets, etc. at the beginning of the period. Unless weather poses an immediate risk to student safety, all students will be directed to go outside for a portion of their lunch period. In instances of inclement weather, we experience regional thunder and lightning, or we have severe precipitation, students will stay inside. ***All students are expected to clean up after themselves in the lunchroom. This includes discarding your tray, and any mess you may have left behind. Learners who leave items behind will be located, and directed to clean their area and/or assigned disciplinary consequences. It is not the custodial staff's job to clean up your mess .***

IDENTITY

All persons must, upon request, identify themselves to any school district personnel in the school building, on the school grounds, at school sponsored events, and on school buses.

STUDENT FRIENDSHIPS

Having boyfriends and/or girlfriends is not unusual in middle school. You need to talk with your parents about their expectations in this regard, but you also need to be aware that kissing, petting, etc. are embarrassing to others and inappropriate when done in a public place, such as school. Please limit your display of affection to holding hands. Supportive gestures such as hugs, pats on the back, etc., should last about five seconds or less to be socially appropriate in a school setting.

ACADEMIC DISHONESTY

Academic dishonesty in any form cannot be tolerated in the school environment. Cheating, use of non-authorized electronic devices, use of AI of any kind - for example Chat CPT, Google Cloud Platform, Open NN, and others - copying or sharing work, working together without specific permission from teacher/s, not giving appropriate credit to authors, plagiarizing, inappropriate use of Internet, forgery, are examples of academic dishonesty. If academic dishonesty in any form is detected, teachers will collect evidence, if possible. Parents and school administrators will be notified. Consequences may include, a failing grade on the assignment, loss of credit, loss of eligibility for extracurricular activities, loss of privileges such as attendance at school events, and/or detentions. The consequences will vary depending on the specific circumstances.

Hall Passes

Student safety is a top priority for the MMS community, and as such, our hall pass system reflects the desire to ensure that we are able to locate students in case of an emergency. MMS subscribes to a digital hall pass system known as "Securly" (yes, that's how the company spells their name, it's not a typo). This system requires learners to create a digital pass from their classroom before being excused to leave. The teacher must approve the pass, and then the pass must be ended when the student returns. This helps us keep track of where students are, and where they are going. In addition, this data helps us understand specific patterns that we might need to be aware of, and provides us with real time data regarding how our facility is being utilized by students. Lastly, this helps our teachers and students avoid the need for a physical pass, which can be troublesome and unsanitary.

SEARCH AND SEIZURE

Students shall have the right to be secure in their person, papers, and personal effects against unreasonable search and seizure.

- a. A general search of school property may be conducted by the school authorities when they have reasonable suspicion to believe that lives, individual health, safety, and/or property are in danger, or when the school premises are being used for purposes seriously inconsistent with school policy and/or regulations.
- b. Student lockers remain the property of the school, and school officials retain the authority to inspect lockers. However, school authorities shall inspect student lockers in the absence of the student only when:
 1. It occurs as part of a general inspection of all lockers for the purpose of returning school property such as library books; or
 2. School authorities have reasonable cause to believe that conditions or circumstances exist which threaten the immediate health and safety of those in the school.

- c. Prohibited material or other items reasonably determined to be a threat to the security and safety of the student or others may be removed from the student's possession.
- d. Items which are, or reasonably may be, used to interrupt or interfere with the educational process can be temporarily removed from student possession.
- e. ***Any student believed to be in possession of a vape, e-cigarette, or any other electronic or non-electronic device that contains nicotine, THC, or any other controlled substance will be searched.***

STUDENT HARASSMENT

Basic Policy #5060.01. It is the policy of this District to maintain a learning environment that is free from harassment. Each student has the right to attend school in an atmosphere that promotes equal opportunities and that is free from all forms of discrimination and conduct that can be considered harassing, intimidating, bullying, cyber bullying, coercive, or disruptive.

A. Students attending district schools are:

1. Prohibited from engaging in any conduct that could reasonably be construed as constituting harassment on the basis of sex, age, race, religion, color, national origin, disability, marital status, sexual orientation, physical characteristic, cultural background, socioeconomic status, or geographic location.
2. Prohibited from bullying, cyber bullying, or sexually harassing other students; and
3. Required to report, to the school principal or designee, harassment, intimidation, or bullying of which the student becomes aware. (6-27-06)

B. This policy applies to all conduct on the district's premises and at school-sponsored events and to conduct off the district's premises that has an adverse effect upon a student's educational environment.

STUDENT RIGHTS AND RESPONSIBILITIES

Students enjoy rights within the school and also must accept the responsibilities of citizenship. These responsibilities require that student behavior contributes to a positive, safe, and orderly educational experience. Infringements on the rights of others and failure to meet responsibilities will subject the student to corrective action. The following are the rights and responsibilities of each student. Violation of student responsibilities constitutes grounds for discipline, suspension, and/or expulsion.

- ***VIOLENCE*** - Violence will not be tolerated at Moscow Middle School. *Violence is any word, look, act, or gesture that is intended to offend, or to hurt a person's body, feelings, or things.* The signed agreement at the front of this handbook gives you the right and the responsibility to intervene and get help when you know of an unsafe situation in our school. If you know of or hear of an individual that may be involved in an unsafe activity, protect them, others, and yourself by reporting the situation to any adult.
- ***HARASSMENT*** - The school will not deny any pupil equal educational opportunity or discriminate against any pupil because of national origin, race, religion, economic status, or sex.
- ***BULLYING*** - Students should be free from mistreatment by others. Verbal, physical, and written forms of harassment will not be tolerated. If you are the subject of such action, it is important to tell the other individual that they should stop. If the harassment continues, report it to the appropriate teacher, your counselor, or an administrator. It is important to remember that what is intended as friendly teasing or flirting may have a negative impact on the other person.
- ***FREEDOM OF EXPRESSION*** - Freedom of expression is part of the school's instructional program but may not be used to disrupt the educational process or interfere with the rights of others.
 - a. The written or spoken views must be free from character assassination, obscenities, or the encouragement of unlawful or disruptive acts.
 - b. Students have the freedom to assemble peacefully. Actions that interfere with the operation of the school or classroom, and therefore the rights of others, are prohibited.
- ***NETWORKS & COMPUTER USE*** - The District provides access to the Internet and the Moscow School District computer network system. The use of MSD computer networks is a privilege, not a right. Permission from Parents or guardians to use the networks is granted on a yearly basis upon receipt of a signed Acceptable Use Contract and the signed Agreement Statement.
- ***COOPERATION*** - Students need to comply with reasonable requests from school employees and treat them with respect deserved by all people.
- ***HONESTY*** - It is expected that all work submitted for credit will be on your own, that you will respect the property of others, and that your representation of facts to the staff will be accurate.

SCHOOLS TO BE FREE OF WEAPONS (BOARD POLICY #5053.08)

After immediate suspension ... the Board of Trustees shall expel from school for a period of not less than one (1) year ... a student who has been found to have carried a weapon or firearm on school property. ... The superintendent shall report such students and incidents to the appropriate law enforcement agency. The complete policy is available on the Moscow School District website.

ALCOHOL AND CONTROLLED SUBSTANCES (DRUGS)

Students who are under the influence of alcohol or controlled substances will be turned over to the Moscow Police Department and a suspension hearing will be held. The School District prohibits the possession, manufacture, distribution, use or sale of drugs or alcoholic beverages by suspension or expulsion, and may require that the student and his/her parent/guardian consent to have substance abuse evaluation and counseling, at the student's expense, by an agreed upon agency before re-entry is granted.

Students who possess alcohol or controlled substances and/or drug paraphernalia will be suspended from school for five days. A second offense will result in suspension to the Superintendent for consideration of whether the student should return to school or appear before the Board of Trustees for an expulsion hearing. All incidents of possession will be reported to the Moscow Police Department. Prescription drugs are treated as controlled substances and cannot be used by anyone other than the person named on the prescription.

STUDENT BEHAVIOR VIOLATIONS

As students break school rules, they will incur consequences appropriate to the action and severity of the offense. If students repeat rules violations, they will progress through an escalating progression of behavioral intervention. This progression could include a teacher conference, office referral, detention, Saturday School, suspension, and/or possible expulsion.

When any of the following acts is committed or suspected, and it is determined that a student may be suspended from school attendance, and/or participation in district activities, the student's parent will be notified, and the student will be given an informal hearing. The hearing may precede or follow the notification of parents (Board Policy 5053.02). At the hearing, the reasons for possible suspension will be stated and the student will be given an opportunity to refute those reasons. (Board Policy 5053.03). Administration can and will meet with students without parent consent, and without parent presence.

- Disruption of the educational process
- Harassment of any nature
- Violence or the threat of violence to any person
- Using racial slurs, or derogatory language about someone's identity and/or sexual orientation
- Defiance of the school authority – insubordination
- Endangerment of others
- Vandalism and/or the theft of property
- Being under the influence, and/or possession of alcohol or controlled substances
- Possession of a weapon
- Drawing or making reference to a weapon
- Dishonesty and/or cheating
- Misconduct on buses operated, chartered, or leased by the district.

Progression through the sequence is a product of the frequency and severity of inappropriate behavior. Conversely, periods of appropriate behavior may hold the student at a given step or reverse the sequence. This is often the result of a specific contract with the student.

Step 1: Teacher-Student Conference

The teacher will meet with the student in a private, but informal setting to discuss the student's behavior and the teacher's expectations. Appropriate classroom management strategies will be incorporated to attempt to correct the problem.

Step 2: Teacher Assigned Detention

The student will be assigned detention time to be served with the teacher. The amount of time and structure of detention will be consistent with the teacher's classroom management plan. Alternate classroom consequences may be utilized at this step.

Step 3: Teacher-Parent Contact/Conference

In addition to classroom consequences for misbehavior, the teacher will make a parent contact to discuss the recurring infractions, strategies used and parental assistance.

Step 4: Office Referral -- Teacher or Incident

The student will be referred to the assistant principal for administrative action. For continuing behavior problems, the teacher will provide a referral form with documentation of previous misbehavior, consequence, and contacts. Major offenses will be described on an incident report form and will enter the sequence at step 4 or higher. Administrative action may include, but not be limited to, parent contact, detention, work details, isolation and/or suspension from school.

Step 5: Office Referral -- Parent Conference

In addition to administrative action assigned, a formal parent conference will be scheduled to discuss the misbehavior, expectations, parental assistance and future consequences.

Step 6: Office Referral -- Suspension Alternatives

As discussed in the parent conference, consequences will be incorporated that might include loss of privileges, in-school suspension, Saturday program, restitution, etc.

Step 7: Suspension from School -- 1 or 2 Days

The parents will be contacted regarding the suspension. A parent conference may be required prior to the student's re-entry. The student is eligible to make up all work missed for credit. The student is responsible for making arrangements with the teacher immediately upon re-entry to school. The suspended student may not come onto the school grounds or participate in any school activity during the suspension period.

Step 8: Suspension from School -- 3 Days

The parents will be contacted regarding the suspension. A parent conference may be required prior to the student's re-entry.

Step 9: Suspension from School -- 4 or 5 Days

The parents will be contacted regarding the suspension. Parents are encouraged to make arrangements for schoolwork prior to the student's re-entry.

Step 10: Recommendation to School Board for Expulsion

If the student's behavior is incorrigible or if the nature of an incident is sufficiently severe, the student may be recommended for expulsion.

USING THE LIBRARY MEDIA CENTER

Accessing the Library – Students come to the library individually; with their classes throughout the day; or on their own before school, during lunch, and after school. Usual hours are 7:45 a.m. - 3:30 p.m. Students have virtual access to the Moscow Middle School Library catalog and digital resources via the MMS Library course tile on their Canvas dashboard or through the MMS Library website. The MMS Library website can be accessed through the Moscow School District website under District Schools > District Libraries. The MMS Library website and the MMS Library course title in Canvas are excellent starting points for class research and individual study with helpful tips and tutorials on topics ranging from using the library catalog to creating citations.

Login Information for Using Library Resources

Resource	Login	Username	Password
MMS Library Catalog	School ID	PowerSchool ID	PowerSchool Password
Sora (eBooks/audio books)	District Login	PowerSchool ID@msd281.org	msdPowerSchool password
Flipster (digital magazines)		moscowms	Mmscubs2023!
LiLISchools (databases for research)		83843	moscow
Gale Virtual Reference Library		mmscubs	mmscubs

Research Model
Moscow School District, Grades 6-12

Step One – Discovery

- Teachers and/or teacher-librarians identify initial sources
- Students generate keywords, Boolean operators, phrases, search techniques
- Students locate and evaluate sources
- Students begin with encyclopedias, books, periodicals; then they continue using Websites, indexes, databases
- Students read, print, take notes, refine keywords, search techniques

Step Two – Essential Questions

- Students develop main research question(s) to guide research: Why? How? Which is best?
- Students develop subtopic questions
- Students continue locating and evaluating information and sources

Step Three – Refining Research

- Teachers and/or teacher-librarians lead students in use of MLA format, including page numbers, parenthetical documentation, quotes
- Students record sources/citations
- Students record note facts
- Students identify validity and reliability of sources: Currency, Relevance, Authority, Accuracy, Purpose
- Students review essential question(s)
- Students identify gaps in research (return to sources/add to sources)

Step Four – Organize – Sort – Evaluate Information

- Students synthesize information
- Students organize (and reorganize) notes into categories
- Students structure or outline the information
- Teachers select product/presentation formats

Step Five – Product/Presentation

- Students write, edit, and finish their work
- Students present their product/presentation
- Students conduct peer review/response
- Teachers give final evaluation

Step Six – Self-Reflection

- Students consider their process and their product
 - What went well?
 - What would 'I' have done differently?
 - How has my understanding of the topic changed?

