



Terrace Middle School
Home of the Vikings

Terrace Middle School Vision Statement

At Terrace Middle School our vision is to be an interconnected community of staff, students, and parents striving for excellence and to encourage all to reach their highest potential.

- Our rigorous, standards based programs will build skills for lifelong learning, success and creativity.
- We will share attitudes that value respect and achievement.
- Our campus, facilities, and equipment will be safe, clean and technologically current.

Terrace Middle School Mission

Every Student Succeeds

Terrace Middle School Motto

Live to Learn!

COUNSELING INFORMATION

Your student will have the opportunity to request to speak with the School Counselor during school time. Your child's confidentiality is important to us. In the school counseling office, what is said here, stays here, with the following exceptions, as required by law and/or ethical standards:

1. Harm to self or others ~ This could include things like a suicide attempt or plan, cutting or other self-injury, eating disorders, addictions, fighting or other physical violence, illegal behaviors, threats, etc. Anything that puts your child's health or safety, or someone else's safety, at risk.
2. Abuse or neglect ~ If your child talks about abuse (physical, emotional, verbal, sexual, or other abuse), we are required by law to report it to Child Protective Services, and possibly the police.
3. Court or other legal proceedings ~ by law, if counselors are subpoenaed (required by law to attend a hearing or other court proceeding), we cannot guarantee that your information will be kept confidential. We will always do our best to reveal as little as possible in a legal setting, but we must cooperate with the police, CPS, and the courts.

If there is ever a need to provide continued support beyond a 1-2 meetings with the School Counselor, you as the parent/guardian would need to provide written consent for those services to take place. We will let you know in advance and work with you to handle the concerns in a way that respects you, your feelings and your needs.

SCHEDULES

Regular Day Schedule: Tuesday-Friday

Grades 4-5: 8:15 - 2:25

Grades 6-8: 8:15 - 3:15

Collaboration Day Schedule: Every Monday

Grades 4-8 8:15-1:25

Minimum Days: Tuesday-Friday

Parent Conferences -October

Last Week of School – May

Grades 4-8: 8:15 - 12:45

TMS BEHAVIOR EXPECTATIONS

The primary objective of the staff and administration of Terrace School is to provide the best educational program and learning environment possible to every student. Excellent behavior is expected of all Terrace Middle School students. There are three important rules at Terrace Middle School: **Be Safe, Be Respectful, Be Responsible**. The following is a description of what the three rules look like:

Be Safe

- Keep hands, feet, and all objects to yourself /no roughhousing.
- Walk while on campus.
- Use a hall-pass/sign out when leaving the room.
- Skateboards, scooters and bikes may not be ridden on school grounds.

Be Respectful

- Behavior should not interfere with any student's right to learn or the teacher's right to teach.
- Use appropriate language: No put downs or swearing.
- Follow all classroom rules and procedures.
- No gum on campus.

Be Responsible

- Be prepared to begin when the tardy bell rings with all materials.
- Keep the campus clean.
- Be an active participant in your education: Attend all classes and complete all assignments.
- Cell phones must be turned off and in your backpack during class. Other electronic devices and headphones are not allowed.

Schoolwide Rewards

1. Positive phone calls home
2. Viking Vouchers
3. Terrace Tokens
4. Student of the Month

Schoolwide Consequences

1. Verbal Warning/Talk with Student
2. Timeout in another room with Refocus Form
3. Detention with Parent Notification
4. Disciplinary Referral to Office
5. Suspension

***Repeated/severe infractions result in accelerated consequences*

DISCIPLINE POLICY

In accordance with Education Code 35291.5, the following rules and procedures have been adopted by the Lakeport Unified School District Governing Board and are applicable and enforced at Terrace Middle School. Terrace Middle School faculty and staff believe that parents play an important role in any disciplinary process; therefore, parents will be notified early in the process and their support will be solicited. Parents and students are reminded that this Discipline Policy applies to all actions related to school activity or attendance that occur at any time, including, but not limited to: 1) while on school grounds, 2) while going to or coming from school, 3) during the lunch period whether on or off campus, 4) during, going to, or coming from a school sponsored activity (i.e. games, dances, etc.)

1. SCHOOL ACTIVITY OR CLASSROOM DISRUPTION OR OTHERWISE WILLFULLY DEFYING THE VALID AUTHORITY OF SUPERVISORS, TEACHERS, ADMINISTRATORS, OR OTHER SCHOOL PERSONNEL.

- 1st offense - Teacher counsels student and/or assigns detention.
- 2nd offense - Teacher assigns detention and/or makes parent contact.
- 3rd offense - Teacher assigns additional detention and/or suspends student from class with parent contact.
- 4th offense – Incident Considered Direct Defiance (see #16)

After the second offense, the parent may be required to attend school with their child per school board policy.

2. CLASSROOM/ACTIVITY DISRUPTION CAUSED BY A STUDENT'S CELLULAR PHONE OR ELECTRONIC SIGNALING DEVICE

All classroom policies will contain a statement warning students that cell phones will be turned off during class time.

- 1st offense - Device taken for remainder of day and held by administrator.
- 2nd offense - Device taken and held by an administrator until a parent or guardian can pick it up. Parents sign written notice of potential revocation of privilege.
- 3rd offense – Privilege of having a cell phone on campus during school hours revoked for remainder of year. Additionally, incident considered first offense of Direct Defiance (#16)

3. UNACCEPTABLE CAMPUS CONDUCT WHICH NEGATIVELY IMPACTS THE ORDER, SAFETY OR CLEANLINESS OF THE LEARNING ENVIRONMENT

- 1st offense - Appropriate adult intervention at time of occurrence, possible detention and/or campus beautification.
- 2nd offense - One hour detention assigned and/or campus beautification.
- 3rd offense - Two hours detention assigned and/or campus beautification.
- 4th offense - Actions viewed as Direct Defiance of School Authorities (see #16)

4. OVERT DISPLAYS OF AFFECTION

- 1st offense - Appropriate adult intervention at time of occurrence.
- 2nd offense - Counseling conference
- 3rd offense - Parental contact
- 4th offense - Suspension from school for one day
- 5th offense - Suspension from school for two days

5. DRESS CODE VIOLATIONS

Students whose attire does not meet the dress code will be asked to change into their PE clothes or other appropriate clothing provided by the office or from home.

- 1st offense - Appropriate adult intervention at time of occurrence
- 2nd offense – Parental contact
- 3rd offense – After school detention
- 4th offense - Incident considered Direct Defiance (see #16).
- 5th offense - Incident considered Direct Defiance (see #16).

6. TRUANCY

- 1st offense - Detention assigned at rate of one hour per class period missed in excess of 10 minutes or three hours for each full day of school missed. Letter mailed home informing parent of incident and/or phone contact.
- 2nd offense - Detention assigned at same rate as above. Letter mailed home informing parent of incident and/or phone contact.
- 3rd offense - Detention time is assigned at double the above rate. Letter home informing parent of incident

and/or phone contact.

4th offense - Detention time is assigned at double the initial rate. For any truanancies in excess of 30 minutes or more referral to truant officer is made and the SARB (School Attendance Review Board) process is initiated.

5th offense - For all day truanancies, referral to truant officer is made and the SARB process is initiated.

7. TARDIES

It is important to be on time for class. On time means being in your seat or spot when the bell rings. Each period a student is late to class, he/she will be marked tardy by the teacher. Three tardies in one trimester will result in a referral to the office for detention. Two tardy referrals in one trimester will result in the student being placed on the social probation list.

8. LEAVING CAMPUS WITHOUT PERMISSION

1st offense - One hour detention, Absences incurred viewed as truanancies.

2nd offense - Two hours of detention, Absences incurred viewed as truanancies.

3rd offense - In School Suspension 1 day, Absences incurred viewed as truanancies.

4th offense - Suspended 1 day, Absences incurred viewed as truanancies.

5th offense - Suspended 3 days, Absences incurred viewed as truanancies, possible transfer to an alternative program.

6th offense - Suspended 5 days, Involuntary transfer to an alternative program.

9. SEXUAL HARASSMENT

1st offense - Appropriate adult intervention, possible detention, possible suspension 1 day, possible expulsion

2nd offense - Suspension 2 days, possible expulsion

3rd offense - Suspension 5 days and recommendation for expulsion

10. COMMITTING AN OBSCENE OR VULGAR ACT OR HABITUAL USE OF PROFANITY

1st offense - Suspended 1 day

2nd offense - Suspended 2 days

3rd offense - Suspended 3 days

4th offense - Suspended 5 days

5th offense - Suspended, recommendation for expulsion.

11. INTENTIONALLY CREATING AN INTIMIDATING OR HOSTILE EDUCATIONAL ENVIRONMENT (All Forms of Bullying)

1st offense - Appropriate adult intervention, possible detention, possible suspension 1 day, possible expulsion

2nd offense - Suspension 2 days, possible expulsion

3rd offense - Suspension 5 days and recommendation for expulsion

12. THREATENING TO CAUSE, ATTEMPTING TO CAUSE, CAUSING OR PARTICIPATING IN AN ACT OF HATE VIOLENCE

1st offense - Appropriate adult intervention, possible detention, possible suspension 1 day, possible referral to police department.

2nd offense - Suspended 1 day, possible referral to police department.

3rd offense - Suspended 3 days, possible referral to police department.

4th offense - Suspended pending recommendation for expulsion or involuntary transfer to an alternative program.

13. THREATENING TO CAUSE OR ATTEMPTING TO CAUSE PHYSICAL INJURY TO ANOTHER PERSON

1st offense - Appropriate adult intervention, possible detention, possible suspension 1 day, possible referral to police department.

2nd offense - Suspended 1 day, possible referral to police department.

3rd offense - Suspended 3 days, possible referral to police department.

4th offense - Suspended pending recommendation for expulsion or involuntary transfer to an alternative program.

14. FIGHTING OR CAUSING PHYSICAL HARM OR INJURY TO ANOTHER PERSON

1st offense - Suspended 1 day, possible referral to police department

2nd offense - 5th offense may result in multiple days suspension and/or change of placement to an alternative education program .

The principal or the superintendent **may recommend a pupil's expulsion** for causing serious physical injury to another person, except in self defense.

15. ASSAULT AND BATTERY

1st offense - Suspended 3 to 5 days depending on the severity of the attack, possible referral to police department; possible suspension pending recommendation for expulsion or involuntary transfer to an alternative program.

2nd offense - Suspended pending recommendation for expulsion.

The principal or the superintendent **shall recommend a pupil's expulsion** for causing serious physical injury to another person, except in self defense or for committing or attempting to commit a sexual assault or committing sexual battery.

16. DIRECT DEFIANCE OF SCHOOL AUTHORITIES

1st offense - Suspended 1 day

2nd offense - Suspended 2 days

3rd offense - Suspended 3 days (parents may be required to attend school with their child)

4th offense - Suspended 5 days

5th offense - Suspended pending recommendation for expulsion or involuntary transfer to an alternative program.

17. THEFT OF SCHOOL OR PERSONAL PROPERTY OR ATTEMPTED THEFT OF SCHOOL/PERSONAL PROPERTY

1st offense - Restitution for loss, three hours detention or possible suspension, possible referral to police department.

2nd offense - Suspended 2 days, possible referral to police department.

3rd offense - Suspended 3 days, possible referral to police department.

4th offense - Suspended 5 days, possible referral to police department.

5th offense - Suspended pending recommendation for expulsion or involuntary transfer to an alternative program.

The principal or the superintendent **shall recommend a pupil's expulsion** for robbery or extortion. (Ed Code 48915)

18. VANDALISM OR MALICIOUS MISCHIEF TO SCHOOL OR PERSONAL PROPERTY

1st offense - Restitution for loss or damages, three hours detention, possible suspension.

2nd offense - Suspended 2 days, restitution for loss or damages, possible referral to police department.

3rd offense - Suspended 3 days, restitution for loss or damages, possible referral to police department.

4th offense - Suspended 5 days, restitution for loss or damages, police department referral.

5th offense – Suspended 5 days, expulsion recommendation.

19. POSSESSION OR USE OF TOBACCO

1st offense - In School Suspension 1 day with tobacco education

2nd offense - Suspended 1 day

3rd offense - Suspended 3 days

4th offense - Suspended 5 days pending recommendation for expulsion or involuntary transfer to an alternative program.

20. POSSESSION OF OR ARRANGING TO SELL ANY DRUG PARAPHERNALIA

1st offense - Suspended 1 day

2nd offense - Suspended 3 days, possible referral to police department.

3rd offense - Suspended 5 days, possible referral to police department.

4th offense - Suspended pending recommendation for expulsion.

21. ARRANGEMENT OF THE SALE OF ANY CONTROLLED SUBSTANCE AND ACTUALLY SELLING, DELIVERING, OR FURNISHING OF ANOTHER SUBSTANCE OR MATERIAL MISREPRESENTED AS A CONTROLLED SUBSTANCE

1st offense - Suspended 5 days----2nd offense - Suspended 5 days pending recommendation for expulsion.

22. POSSESSION, USE, OR SALE OF ANY CONTROLLED SUBSTANCE, ALCOHOLIC BEVERAGE OR AN INTOXICANT OF ANY KIND

1st offense - Suspended five days, possible recommendation for expulsion; referral of case to police department.

2nd offense - Suspended five days, recommendation for expulsion; referral of case to police department.

23. POSSESSION OR SALE OF ANY FIREARM, KNIFE, EXPLOSIVE or other dangerous object of no reasonable use to the pupil at school or at a school activity off school grounds.

The principal or the superintendent **shall recommend a pupil's expulsion**.

NOTES

1. One day of IN-SCHOOL-SUSPENSION may be assigned for each 4 hour block of assigned detention.
2. Any serious offense may result in the suspension or expulsion of a student, regardless of the number of offenses.

PROHIBITED ITEMS

Students may not possess the following items on school property or at school events:

1. iPods, MP3 players, radios, **HEADPHONES**, CD Players, video cameras, video games or any other electronic items of distraction. We consider wearing headphones at school at safety issue. Students may not use headphones with any device.
2. Gambling devices, dice, playing cards, etc.
3. Permanent Markers or other graffiti materials
4. Lighters, matches or other smoking paraphernalia
5. Laser pointers
6. Pocket chains
7. Sunflower seeds

Any item not listed can be confiscated if its use is determined to be inappropriate or dangerous. If you choose to bring these items on campus, you are also choosing to have your parent pick them up at the office. After the third offense, the item will held until the end of the school year. If some item is needed for a class project, permission must be obtained from the teacher and the item must be left in the classroom. The school is not responsible for lost or stolen property. No time will be spent to investigate theft of items on this list.

Social Probation

A student will be placed on Social Probation for 6 weeks, for any of the following reasons:

1. Earning two or more unsatisfactory conduct marks on progress reports or a report card.
2. Two or more disciplinary referrals (DR) in one trimester.
3. Any serious offense resulting in suspension.

Students on Social Probation will not be allowed to participate in extracurricular activities including but not limited to, assemblies, field days, swim parties, picnics, and dances.

Students will be removed from social probation after six weeks from day of the offense that placed them on social probation as long as no other behavior issues have occurred.

Missing Assignments

Students with missing assignments or those who fail to complete homework will serve detention that same day. Every attempt to contact parents the same day will be made. Completing the assignment prior to the detention or having it brought to school later in the day does not excuse the student from serving the detention. Students who are unable to attend afterschool detention will serve their detention during lunch.

GENERAL INFORMATION

Assemblies

Various assemblies will be scheduled throughout the school year. Assemblies are given for the benefit of the students. We want to be proud of our students' behavior when we have visitors at Terrace Middle School. The following standards are expected of students during assemblies:

Walk with your teacher to the MAC and sit with your class and teacher. Your undivided attention should be on the presentation.

Approval is shown by applause; not booing, whistling, or shouting.

Remain seated after the assembly until you are excused to leave.

Athletics

TMS has a variety of sports for 6th-8th grade students including volleyball, basketball, wrestling, track, and softball. To qualify for participation in a sport at Terrace, a student must have a grade point average of 2.0 or higher. If you receive two or more unsatisfactory conduct marks (3's) on your report card, you may not be able to participate in sports. Also, if you are absent from school the day an event is scheduled, you cannot participate in the activity. All athletes are given an athletic packet that outlines in detail the academic, behavior, and attendance requirements for participation. Students must be present on the day of an athletic game in order to participate. Students who are

tardy or have an unexcused absence will not be allowed to participate in the game. If a child must miss school on the day of the game, a doctor's note is required to allow participation.

Attendance

You are required by law to be in school each day. Students with excellent attendance records do better in school. Students with perfect attendance for each month may also earn rewards at monthly assemblies.

Students will receive attendance credit for a school day when they have attended a minimum of two class periods during the day.

EXCUSED ABSENCES are:

1. illness
2. a medical or dental appointment
3. court appearance
4. funeral of immediate family member
5. All other absences will be considered unexcused and are not legal as defined by the Education Code of the State of California. Students are referred to the county School Attendance Review Board (SARB) if they have excessive unexcused absences or tardies to school.

CUTTING CLASS:

Cutting class is viewed very seriously. You will be assigned detention with the class time missed being doubled and your parents will be notified if you "ditch" school. Students who are habitually truant will be referred to SARB for action at the county level.

RETURNING TO SCHOOL:

After an absence, you must bring a note from your parent stating the reason for missing school. Notes are collected by homeroom teachers and sent to the attendance clerk.

HOMEWORK REQUEST:

If a student is ill for **more than three days**, current assignments may be obtained through the office. Parents should call before 8:30 AM so the work can be available by 3:30PM the next day.

INDEPENDENT STUDY

If you are planning to be out of town and your child will miss 5 or more days of school, please contact the office at least one week in advance and ask for an Independent Study contract. Contracts must be signed by the student and parent/guardian before the student is scheduled to leave. Teachers will provide assignments that must be turned in the day your child returns to school. This keeps your child from falling behind and allows the district to claim attendance for the days of independent study. Independent study does not count toward perfect attendance.

Cafeteria Information and Rules

Hot lunches can be purchased daily. The current week's lunch menu may be accessed through the TMS website. Copies of the current monthly menu are available in the office. Application forms for free or reduced lunches are available through the office secretary. A breakfast program is also available at Terrace Middle School.

Students at Terrace must abide by the following cafeteria rules at all times:

Be Safe

1. Keep hands, feet and all objects to yourself.
2. Once seated, remain in that seat.

Be Respectful

3. While waiting in line, students are to be orderly and polite.
4. No loud talking or yelling.

Be Responsible

5. 4th- 6th grade students must wait at their tables until excused by an adult.
6. Students are to clean their trash and food off the tables and the floor and put it into the garbage cans.
7. Sharing free/reduced lunch, trays, or food is not allowed.

Daily Bulletin

The Daily Bulletin will be shared during Homeroom in all classes. It can be accessed through the parent portal of Power School. This will keep students informed about current activities going on at Terrace.

Dress Standards

All students are expected to dress and groom themselves neatly and modestly in clothes that are suitable for school attendance and activities. See the discipline guide for consequences.

- 1) Clothing may not advertise alcoholic beverages or illegal substances
- 2) Clothes with sexually suggestive pictures, sayings, slogans or culturally offensive messages are prohibited.

- 3) Clothing, accessories, or body markings may not suggest or demonstrate gang-related symbols or colors. No bandanas.
- 4) Shirts, tops and dresses must cover the back, and the stomach area. Tank tops are permitted if they are two inches in width and do not expose the undergarment. No low cut tops.
- 5) Hats are not to be worn backwards, sideways, or in the buildings.
- 6) Shoes must be appropriate for school related activity.
- 7) No underwear /bras will be visible on any part of the body.
- 8) Pants should fit properly and not have to be held up in order to walk or participate in the activities of the school day. Long, hanging belts are not allowed.
- 9) Skirts and shorts must be an appropriate length for school. We recommend that skirts/shorts be closer to the knee. Students will be asked to change clothing to appropriate length if staff feels the length is questionable. Students will be asked to either call home or change to their PE clothes.
- 10) No wheeled shoes.

Emergency Situations

Fire Drills: When a fire alarm sounds, students are to follow their teacher's directions. Maps for exiting the room are posted near each doorway. After leaving the building, students are to form lines and remain quiet until further instruction is given by the teacher.

Earthquake Procedure: In the event of an earthquake, students are to drop under the cover of classroom furniture and remain there until given further instructions by the teacher.

Code Black Drills: An administrator will announce the Code Black Drill over the all call system. Teachers will lock their doors and turn out the lights. Students will hide under desks until the all clear is announced.

End of the Year Activities

Students are provided with a variety of end of the year activities in recognition of their hard work and cooperation throughout the year. These activities are considered **privileges** that are earned through appropriate behavior. Teachers will notify both students and parents of the requirements for these outings. Eighth graders need to pay particular attention to graduation requirements throughout the year so they may qualify to be promoted.

Illness

1. If you do not feel well or are injured, ask your teacher for a pass to go to the office. The nurse or office staff will help you or call your parents. If you have a serious injury, an accident report should be taken by the office staff.
2. If you have medication to take at school, you must have a form signed by a doctor, and it must be kept in the office. It must be in its original container with the student's name and instructions for use on the prescription label. Office personnel cannot dispense non-prescription medicine such as aspirin without a note from a doctor.
3. Students who are to be excused from P.E. for a medical reason must have a doctor's note stating the reason and the length of time for the excuse.

Newsletter

Newsletters will be written by the administration and staff and are emailed home during the first week of each month. If you do not have an email address on file with the school, you can view the monthly newsletter on the school website. These newsletters contain important information for parents and students, as well as a calendar of upcoming events. Please be sure to read the newsletter each month.

Promotion and Retention

According to board policy, students who are not meeting grade level standards may be retained in their current grade level. Students at risk of being retained will be provided with intervention services of some kind. Homeroom teachers will communicate with parents each trimester when a child is at risk of not meeting standards.

8th Grade Promotion: In order to participate in the promotion ceremony and activities, all 8th graders must meet the following standards:

1. Have a 1.0 grade point average in all core subjects for the year.
2. Pass the Constitution test.
3. Earn all passing grades in the 3rd trimester.
4. Have satisfactory conduct in all classes.

Parents of 8th graders will be notified at the end of each trimester if their child is at risk of not meeting these standards. Certified letters will be mailed during the 3rd trimester for any students who are in danger of not being promoted.

Safety Reminder

All parents are reminded that students will only be released to an adult during the school day under the following circumstances:

1. The adult is the student's parent/legal guardian.
2. The adult has appropriate identification, is at least 18 years of age, and has the verified authorization of the student's parent/legal guardian. (Note: When the parent/guardian cannot be reached, a student may be released to adult(s) eighteen or older named on the student's emergency card.)
3. The adult is a properly authorized law officer acting in accordance with law
4. The adult is taking the student to emergency medical care, at the request of the principal or designee.

The TMS staff will follow these regulations in all cases. If someone other than the parent/legal guardian or person named on the emergency card will be picking up your child from school, please provide them with written permission to do so. Permission by telephone will not be allowed. Remember, according to school board policy, siblings must be at least 18 years of age.

Also, **Students who are not enrolled at TMS are not allowed to visit campus during the school day.**

Student Recognition

At TMS we are proud of the achievements and hard work of our students. As a result, we have established ways of recognizing those who go above and beyond as students.

1. **Perfect Attendance:** All students with perfect attendance are honored with certificates and prizes at the end of the school year. Students with perfect attendance also have an opportunity to win a prize through the monthly drawings at Spirit Assemblies.
2. **Student of the Month:** Students are selected monthly to receive gift bags. 4th-6th grade students are chosen from each classroom. In 7th, and 8th, two students are chosen from each grade level. Letters of recognition are sent to their parents. They are selected on the basis of academic achievement, attitude, improvement, extra-curricular involvement, leadership, and other character traits.
3. **Excellent Behavior**
Students who receive no disciplinary referrals have the opportunity to win a prize through the monthly drawings at Spirit Assemblies. Students may also receive Terrace Tokens and Viking Vouchers for good behavior on campus at any time.
Honor Roll: All students will be placed on the Honor Roll at the end of each trimester for earning a 3.0-3.49 grade point average. They are honored at an awards assembly and their names are submitted to the local newspaper.
5. **Principal's List:** All students will be placed on the Principal's List at the end of each trimester for earning a 3.5-4.0 grade point average. They are honored at an awards assembly and their names are submitted to the local newspaper.

Report Cards and Grading

Parents are encouraged to contact your child's teacher at any time to discuss student progress. If necessary, a Student Success Team meeting can be scheduled to look more closely at your child's progress and set goals to promote achievement. Other methods of reporting on how your child is doing in school are as follows:

1. **Progress Reports** At the midpoint of each trimester, teachers issue progress reports to all students. Unsatisfactory conduct will also be reported to parents at this time.
2. **Report Cards** All students receive report cards at the end of each trimester.
3. **Parent Portal:** All parents are given a password at the start of the school year to access their child's grade via the Power School Parent Portal. This gives parents access to student grades at any time.

Transportation

District-provided transportation is a privilege, not a right. It is important that students who ride the bus conduct themselves in an orderly manner at the bus stop and on the bus. Misbehavior will result in a bus citation:

1st citation: warning

2nd citation: three-to-five day suspension of bus riding privileges

3rd citation: 2 week suspension of bus riding privileges

4th citation: loss of bus riding privileges for the remainder of the school year

*Any serious offense may result in suspension of student's riding privileges regardless of the number of offenses. Students may only ride on their assigned bus unless they have a note from their parents. They may only exit the bus at their assigned stop in the afternoon unless they have a note from their parents. All school rules apply to students who are waiting for the bus before and after school.

TMS CONTACT LIST 2015-16

<u>Name</u>	<u>Title</u>	<u>ext.</u>	<u>email address</u>
<u>Office</u>			
Patricia Marigo,	Secretary	3007	pmarigo@lakeport.k12.ca.us
Carol Kenner	Secretary	3007	ckenner@lakeport.k12.ca.us
Allen Carter	Assistant Principal	3031	alcarter@lakeport.k12.ca.us
Jill Falconer	Principal	3033	jfalconer@lakeport.k12.ca.us
Ingrid Larsen	Counselor	3024	ilarsen@lakeport.k12.ca.us
<u>Certificated Staff</u>			
Sandy Harrington	4 th grade	7017	sharrington@lakeport.k12.ca.us
Curtis Reichert	4 th grade	7073	creichert@lakeport.k12.ca.us
Lori Underwood	4 th grade	7088	lunderwood@lakeport.k12.ca.us
Maria Schetter	4 th grade	7078	mschetter@lakeport.k12.ca.us
Angie DeMaria	5 th grade	6026	ademaria@lakeport.k12.ca.us
	5 th grade	7019	cdunne@lakeport.k12.ca.us
Sandi Morton	5 th grade	7080	smorton@lakeport.k12.ca.us
Sandi VerLinden	5 th grade	7089	sverlinden@lakeport.k12.ca.us
Stacy Holland	6 th grade	7043	sholland@lakeport.k12.ca.us
Kerry Lopez	6 th grade	7053	klopez@lakeport.k12.ca.us
Lauren Rapinchuk	6 th grade	7015	lrapinchuk@lakeport.k12.ca.us
Nicole Andre	6 th Grade	7102	nandre@lakeport.k12.ca.us
Rich Facey	7 th grade PE	7096	rfacey@lakeport.k12.ca.us
Elisa Prather	7 th grade Science	7071	lisap@lakeport.k12.ca.us
Trish Pangle	7 th grade English	7070	ppangle@lakeport.k12.ca.us
Jennifer Montgomery	7 th grade History	7025	jbass@lakeport.k12.ca.us
Shelly Bullard	7 th grade Math	7051	sbullard@lakeport.k12.ca.us
Shannon Aloia	8 th grade PE	TBD	saloia@lakeport.k12.ca.us
Tresa Thorley	8 th grade Science	7085	tthorley@lakeport.k12.ca.us
Melanie Sturr	8 th grade English	7080	msturr@lakeport.k12.ca.us
Zane Jensen	8 th grade History	7050	zjensen@lakeport.k12.ca.us
Mary Forsyth	8 th grade Math	7026	mforsyth@lakeport.k12.ca.us
Lynn Andre	Healthy Start	3015	lynna@lakeport.k12.ca.us
Rob Alves	Title I	7003	ralves@lakeport.k12.ca.us
Lisa Olsen	ELD	7020	lslen@lakeport.k12.ca.us
Jenni Ingram	Band	7009	jingram@lakeport.k12.ca.us
Nicole Wells	7/8 Resource	7038	nwells@lakeport.k12.ca.us
Pattie McClellan	4/5 Resource	7065	pmccllellan@lakeport.k12.ca.us
Christian Dorn	6th Resource & 7/8 SDC	6024	cdorn@lakeport.k12.ca.us
Carol Marinaro	4/5/6 SDC	7072	cmarinaro@lakeport.k12.ca.us
<u>Classified Staff</u>			
Dawn Murphey	Spec Ed	7038	dmurphey@lakeport.k12.ca.us
Peggy Todd	Spec. Ed	7038	ptodd@lakeport.k12.ca.us
Mary Jane Howard	Spec Ed	7028	maryjane@lakeport.k12.ca.us
Doreen McGuire-Grigg	Spec Ed	8017	doreenm@lakeport.k12.ca.us
Esmeralda Marquez	ELD		emarquez@lakeport.k12.ca.us
Martha Perez	ELD		mperez@lakeport.k12.ca.us
Sue Jensen	Library Clerk	6031	sjensen@lakeport.k12.ca.us
Shonda Nordby	After School Program		snordby@lakeport.k12.ca.us
Kory Hook	Computer Technician	7004	koryhook@lakeport.k12.ca.us