



UPTON MIDDLE SCHOOL

PARENT SURVIVAL GUIDE

www.sjschools.org

Principal - Chad Mandarino
Assistant Principal - Ken Schmaltz

Main Office 269-926-3400
Attendance - Call Main Office and listen for the Attendance option

Please keep this guide for every school year that your student is at U.M.S. It is also available on our web site.

Revised September, 2022

SCHOOL HOURS

Classes for students begin at 7:45 a.m. Afternoon dismissal is at 2:42 p.m. Students are allowed to enter the building at 7:15 a.m. and must leave school and go home directly after dismissal unless they are involved in a school-related activity. **Parents who pick up students after school should do so by 3:00 p.m.**

The school office is open from 7:15 a.m. to 3:30 p.m. on most school days and 8:15 a.m. to 3:30 p.m. on late start Wednesdays.

SCHOOL CALENDAR

2022		2023	
AUGUST		JANUARY	
25	Upton Start-Up Day	9	School Resumes
29	High School 9 th & New Student Orientation	11	Y5/K-12 1 Hr. Late Start – Professional Dev.
30	Y5/Kdg. Back-to-School Night/Orientation	16	NO SCHOOL Y5/K-12 Martin Luther King, Jr. Day
31	Elementary Ice Cream Socials	18	Y5/K-12 1 Hr. Late Start – Professional Dev.
SEPTEMBER		23	End of 2 nd Quarter (MS/HS)
6	School Begins	25, 26, 27	½ DAY Grades 6-12 ONLY Semester Exams (HS)
12	High School – Back-to-School Night	27	End of 1 st Semester (MS/HS)
13	Middle School – Back-to-School Night	FEBRUARY	
14	Y5/K-12 1 Hr. Late Start – Professional Dev.	1	Y5/K-12 1 Hr. Late Start - Professional Dev.
19	Elementary – Back-to-School Night Grades 1-5	8	Student Count Day
21	Y5/K-12 1 Hr. Late Start – Professional Dev.	8	Y5/K-12 1 Hr. Late Start - Professional Dev.
28	Y5/K-12 1 Hr. Late Start – Professional Dev.	15	Y5/K-12 1 Hr. Late Start - Professional Dev.
OCTOBER		22	Y5/K-12 1 Hr. Late Start – Professional Dev.
5	Y5/K-12 1 Hr. Late Start – Professional Dev.	23	½ Day Y5/K-5 ONLY - Parent/Teacher Conf.
5	Student Count Day	24	½ Day Y5/K-5 ONLY - Parent/Teacher Conf.
12	Y5/K-12 1 Hr. Late Start – Professional Dev.	MARCH	
13-14	½ DAY Y5/K-5 ONLY	1	Y5/K-12 1 Hr. Late Start – Professional Dev.
	Parent Teacher Conferences (Elementary)	3	½ DAY Y5/K-5 ONLY - End of 2 nd Trimester (Elem)
19	Y5/K-12 1 Hr. Late Start - Professional Dev.	8	Y5/K-12 1 Hr. Late Start – Professional Dev.
26	Y5/K-12 1 Hr. Late Start - Professional Dev.	15	Y5/K-12 1 Hr. Late Start - Professional Dev.
NOVEMBER		17	NO SCHOOL Y5/K-12 - First Day of Spring Break
2	Y5/K-12 1 Hr. Late Start - Professional Dev.	27	School Resumes
4	End of 1 st Quarter (MS/HS)	29	Y5/K-12 1 Hr. Late Start - Professional Dev.
9	Y5/K-12 1 Hr. Late Start – Professional Dev.	APRIL	
10	½ DAY Y5/K-12 Parent/Teacher Conf. K-12	5	Y5/K-12 1 Hr. Late Start - Professional Dev.
11	½ DAY Y5/K-12 Parent/Teacher Conf. K-5	5	End of 3 rd Quarter - Secondary
16	Y5/K-12 1 Hr. Late Start - Professional Dev.	19	Y5/K-12 1 Hr. Late Start – Professional Dev.
18	½ Day Y5/K-5 ONLY - End of 1st Trim. (Elem)	26	Y5/K-12 1 Hr. Late Start - Professional Dev.
23-25	Thanksgiving Break – No School	MAY	
30	Y5/K-12 1 Hr. Late Start - Professional Dev.	3	Y5/K-12 1 Hr. Late Start - Professional Dev.
DECEMBER		10	Y5/K-12 1 Hr. Late Start - Professional Dev.
7	Y5/K-12 1 Hr. Late Start - Professional Dev.	17	Y5/K-12 1 Hr. Late Start - Professional Dev.
14	Y5/K-12 1 Hr. Late Start - Professional Dev.	24	Y5/K-12 1 Hr. Late Start - Professional Dev.
21	Y5/K-12 1 Hr. Late Start - Professional Dev.	26	Last Day for Seniors
23	NO SCHOOL Y5/K-12 - Winter Break begins	29	NO SCHOOL Y5/K-11 Memorial Day
		31	Y5/K-12 1 Hr. Late Start - Professional Dev.
		JUNE	
		5	End of 4th Quarter
		7,8,9	½ DAY Y5/K-11
		9	½ DAY Y5/K-11 , End of 3 rd Trimester (ELE)
		9	End of 2 nd Semester (MS/HS)
			LAST DAY OF SCHOOL



NOTE: This calendar may be modified as necessary to comply with state law and through the calendar committee. Dates will be posted as soon as available.

The Board of Education does not discriminate on the basis of race, color, national origin, sex, including sexual orientation or gender identity, disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.

FULL DAY SCHEDULE	Elementary Schools	8:30 am – 3:50 pm
	Upton Middle School	7:45 am – 2:42 pm
	High School	7:45 am – 2:47 pm

HALF DAY SCHEDULE	Elementary Schools	8:30 am – 12:09 pm
	Upton Middle School	7:45 am – 11:00 am
	High School	7:45 am – 11:00 am

EMERGENCY INFORMATION

It is imperative that the office has up-to-date, accurate information on who can be contacted in case of an emergency. Please notify our office whenever this information changes.

CHANGE OF ADDRESS

In the event you have a change of address or telephone number, the school requests that you notify our office. Proof of residency will be required even if the move is within the district.

PARENT/TEACHER CONFERENCES

Fall parent/teacher conferences are held for parents to visit school and confer with staff. Dates will be made known as early as possible so that parents can plan to attend. We encourage individual parent/teacher conferences. We also encourage teachers to contact parents by phone with reports of progress or lack thereof. Parents should also feel free to contact the counselors, office, or teachers to arrange for an appropriate individual conference time.

PARENT PORTAL and PROGRESS REPORTS

We understand the importance of parents knowing their child's progress throughout the school year. Using today's technology, we suggest you frequently check your student's progress on the Power School.

If you wish to obtain a hardcopy progress report, email your child's counselor. Student's last names beginning with A-K can email Mrs. S. Schweir (sschweir@sjschools.org) last names beginning with L-Z can email Mrs. V. Mulliner (vmulliner@sjschools.org) or call 926-3411.

GRADE REPORTING

Report cards are made available for viewing on PowerSchool every nine weeks. Report cards are not mailed home unless requested by parents. There are teachers' comments on the report cards that identify specific behavior(s).

HONOR ROLL CRITERIA

MAIZE HONOR ROLL - Straight A's (or A-'s)

BLUE HONOR ROLL - At least 2 A's (or A-'s) and no grade lower than B. This means B- or lower disqualifies.

RETENTION POLICY

It is school policy that if a student fails two or more academic classes (math, science, English, social studies) as an average final grade, he or she may be denied promotion to the next grade. If math and English are failed, summer school will be necessary.

FIELD TRIPS

Parents sign a permission slip at the beginning of the school year, which covers all field trips for that year. These are kept on file in the office.

VISITORS

Parents are welcome to visit school anytime. Visitors are required to sign-in at the office upon arrival. A photo ID is required for safety reasons. Visits by students from other schools are allowed only with prior permission from the principal.

TELEPHONE USE

The office phones are for school business. Parental permission, transportation plans, and social arrangements should be done at home before leaving for school. Students may not carry cell phones during the school day. They must be kept in lockers and turned off at 7:35 a.m. and remain off until the final bell at 2:42 p.m.

LOST AND FOUND

Lost and found items are turned into the main office or gym office. Clothing left in “Lost and Found” for more than one week is placed in the detention/breakfast room and then donated to charity twice a year.

LOCKERS

Each student is assigned an individual hall locker which is not to be shared. The combination should **not** be given to anyone (even best friends) and valuables should not be kept in this locker. The school cannot assume responsibility for loss of personal property from the lockers; students should not bring electronic devices or valuables to school. The school retains joint custody and control over the lockers and all school lockers are subject to announced and unannounced periodic inspection.

LIBRARY MATERIALS

Students are given ready access to the materials that are located in our library. Most materials are available to be checked out and taken home. Parents are requested to help students remember to return these items by the due date. Students will be charged the replacement cost of any item lost or damaged, and will not receive a locker for the following year until the items have been returned or payment received. Reference materials can be found on-line at Upton’s website.

COUNSELORS

School counselors are available to students and parents Monday through Friday. When parents have a concern, they are requested to call the office to schedule an appointment.

USE OF SCHOOL FACILITIES

The school district makes available the use of school facilities during non-school hours to various community groups. Arrangements must be made in advance. All inquiries regarding the use of Upton Middle School facilities should be directed to Mr. Kevin Guzzo, 269-926-3222.

LUNCH PROGRAM

Delicious hot lunches are available for all students who wish to buy them. The meals are planned to meet the requirements of nutrition and quality as established by the Federal Government. Prices for hot lunch, milk, or breakfast are very reasonable. Reduced-price lunches or free lunches are available for those students who qualify financially. Applications for this are available in the office and students may apply if the need should arise throughout the year. Student accounts are computerized for convenience and accurate accounting. Each student is issued a photo ID to ensure account security and must use this ID to buy lunch. Student use and credit information can be obtained on-line from the food service department. Restaurant food and carbonated drinks may not be brought into the cafeteria.

SURVEILLANCE

Surveillance cameras are used in public areas throughout the building.

INFORMATION/CONCERNS

There may be times when you have a question, problem, or concern. When you do, please let us know so that we can help. It is hard to solve a problem without knowing about it. If it concerns a specific classroom situation, please start by sharing it with the classroom teacher. If additional assistance is needed or the problem is more out-of-class in nature, please call 269-926-3400 to make an appointment with the counselor, assistant principal, or principal.

PERSONAL PROPERTY

The school does not assume responsibility for personal property such as cellphones, electronic games, portable media devices, excessive money, etc. If brought to school, these items must remain in the student's locker from 7:35 a.m. until dismissal.

If a teacher or coach calls for the use of these in class for a specific purpose and time, the student may use these but may not carry the item to other classes or lunch, nor may they extend the use beyond the times indicated by the teacher or coach.

Any personal property that is judged to be disruptive to the educational process will be taken from the student, and will be returned to a parent or guardian only. Camera/video equipment other than those specifically for school purposes is prohibited. Skateboards, scooters, and roller blades are not permitted on school property unless approved by a building administrator.

Flowers, balloons, etc, will not be delivered to students.

BICYCLES/SKATEBOARDS/ROLLER BLADES

Bikes should be locked and placed in the racks, and should not be ridden during school hours. Skateboards and roller blades are not allowed on school property. Students are not allowed to drive motorized vehicles to or from school. Roller shoes must have rollers removed.

SCHOOL CANCELLATIONS

School officials will announce school closings beginning at 6:00 a.m. The closing will be announced on local radio stations including WHFB, WSJM, and WIRX, and TV stations WNDU, WSBT, and FOX. Parents will also be notified via text, email, and automated telephone call to the home number in our database. Do not call the school on bad weather days; please listen to your radio, TV, or check your listed phone.

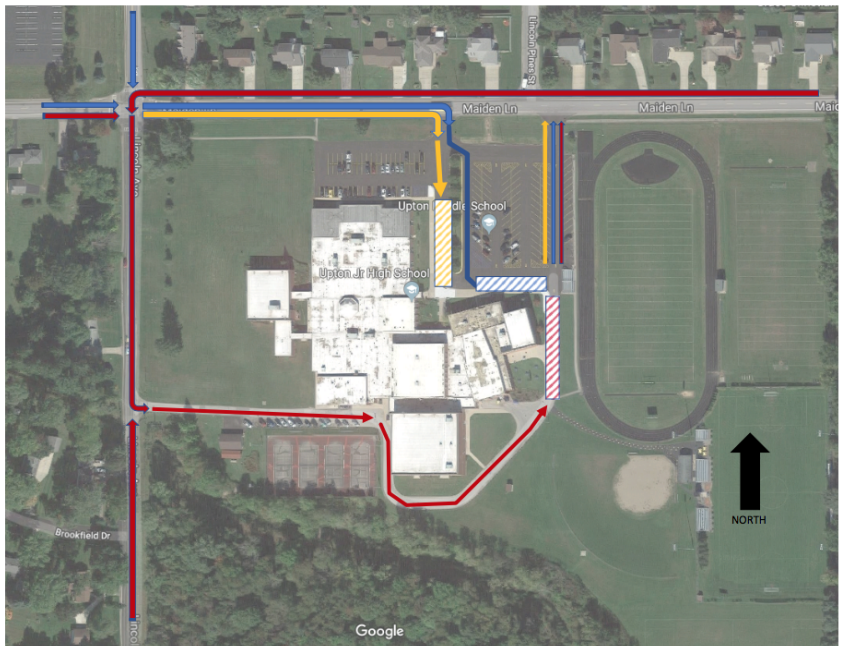
If school must be delayed two hours at the start of the school day due to fog, ice, or other weather issues, it will be announced on the radio, TV, and phone beginning at 6:00 a.m. If a two-hour delay is necessary, bus pick-up times will be exactly two hours later than usual. Dismissal at the end of the day would still be 2:40 p.m. as usual. Please do not drop your students off at school before 9:30 a.m. on two-hour delay days because we will not have supervision for students who are dropped off early.

BUS INFORMATION

Questions and concerns regarding a bus problem should be directed to the **Transportation Department at 269-926-3900**. Students are expected to follow all the bus rules, and should be reminded that this is a service and may be denied to anyone who misbehaves. The bus driver is the authority in regard to the safety and welfare of all the students on the bus and at the bus stops.

Students will be expected to go home each day via their regular bus and bus stop. Any requested change in this procedure should be preceded by a note from a parent, which should be brought to the office first thing in the morning or the day before for approval and a bus pass. Requests made after 12:00 noon will not be considered.

Upton Middle School MORNING Drop-Off Procedure



LEGEND

North & West Traffic

South & East Traffic

Bus Traffic

DIRECTIONS

Driving WEST on Maiden Ln.
ALL drop-off traffic will turn South onto Lincoln Ave. and drop-off using the back drop-off lane. There is NO left turn into the front lot!

Driving EAST on Maiden Ln.
For the primary drop-off vehicles will turn South onto Lincoln Ave. and use the back drop-off. When traffic is backing up, continue East on Maiden Ln. and turn RIGHT into the front drop-off.

Driving North on Lincoln Ave.
All drop-off traffic will turn onto the back drop-off.

Driving South on Lincoln Ave.
When clear, drop-off traffic can continue to the back drop-off. Otherwise, turn East onto Maiden Ln. and turn right into the front drop-off.

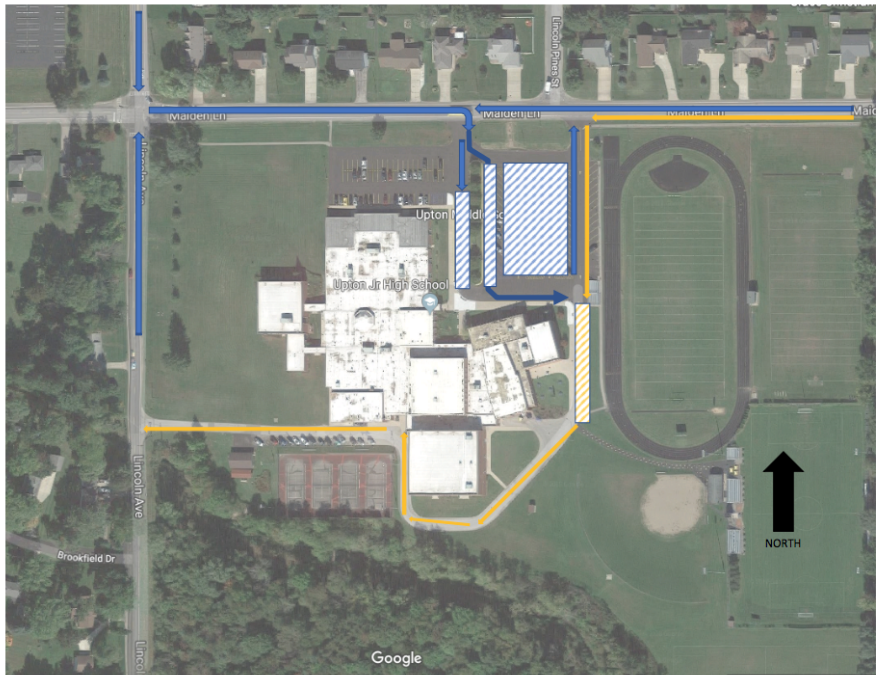
IMPORTANT!
Traffic using the front drop-off zone will turn off Maiden Ln. and proceed down the **EAST** side of the island. ALL cars **must yield** to the buses reentering the traffic flow.

If you have business in the office, stay in the traffic pattern and park as you exit the drop off zone. Carefully cross traffic WITH your student.

Note:
Staff and District vehicles may be turning left into the front lot off of Maiden Ln. DO NOT follow them in.

Effective September 12, 2018

Upton Middle School AFTERNOON Pick-Off Procedure



LEGEND

Car Traffic

Bus Traffic

Car Pick-up Area

Bus Pick-up Area

DIRECTIONS

ALL CARS
ALL pick-up traffic will turn onto Maiden Ln. and pick-up using the front lot.

Option #1
For students who are ready to go and waiting for their ride- pull along the main drive curb, pick-up and GO!

Option #2
Park along the island and wait for your student to come out to your car.

Everyone Else
Please park in a parking space and wait for your child to come out to your car.

IMPORTANT!
Busses will be entering the lot against traffic five minutes prior to pick-up. ALL cars **must yield** to the buses entering the lot. Do not use the back loop during this time!

If you have business in the office, please park in a parking space. Carefully cross traffic WITH your student.

Note:
Please be careful. Students will be crossing through the lot from all points. This is stressful- please be patient and alert!

Effective September 08, 2020

Upton Middle School Drop Off/Pick Up Procedures

- The majority of morning drop offs will enter the back drive off of Lincoln Ave. and drop students at door 7.
- The Maiden Lane drive is RIGHT TURN IN only and will be used when traffic begins to back up. The area to the west/right side of the parking island will be reserved for buses from 7:00 a.m. -7:45 a.m.
- Office appointments should proceed through the drop off line and park in the front lot and carefully enter the building at door 1.
- AFTER 7:45 a.m. please drop off your student at the front door (door 1) to obtain a late pass to class. After 7:45 a.m. your child would be considered tardy.
- PM pickups will still be in the front lot off of Maiden Ln. Please park in the main parking lot while waiting for your child.
- The traffic loop is reserved for buses from 2:30 p.m. - 2:50 p.m. Please do not block the loop during this time.
- The staff parking lot is not to be used during pickup (the handicap parking spots are available).

REMINDERS:

- Please do not pass drop off traffic or cut across the parking lot. Everyone is in a hurry so please wait your turn.
- Pull forward as far as you can and drop off along the entire length of the sidewalk from the corner stop sign to the end of the outdoor seating area (picnic table area).
- Have your student ready to go. This is not the time to find lunch money, pack a bag, or have a lengthy discussion. Drop and go!
- Have your child cross in front of your car when exiting from the passenger side.
- Do not drop off in ANY other location (road, church parking lot, etc...) as this creates an unsafe situation for YOUR child.
- Remember this is a stressful situation for everyone so please practice patience and be a good role model for your child.
- Staff may be turning left into the parking lot - please do not follow them in.

DISCIPLINE

One of the most important lessons in education is discipline. While it does not appear as a subject, it underlies the entire educational structure. It is the training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration for other people.

All students at Upton Middle School are expected to consider the rights, safety, property, and feelings of others. If a student has a behavior problem, it will be dealt with directly and in a timely manner. Each situation will be assessed individually. If rules stated in the student handbook are broken, a student may receive a warning, after-school detention, lunch detention, loss of special privileges, ISS, or out-of-school suspension depending upon the nature of the infraction. Parents will be notified of severe or repeated bad behaviors.

HARASSMENT POLICY

All harassment and intimidation - verbal or non-verbal - of another person because of their race, color, religion, gender, sexual orientation, or national origin is prohibited. Our bullying policy and consequences are noted on-line in the student handbook.

SUSPENSION POLICY

Suspension from school is a serious matter and is used as a final means of correcting improper student behavior. A suspended student will not be allowed to return until a parental conference has been held with the principal. Daily work missed due to suspension may be made up for credit. A list of possible reasons for suspension is in the student handbook. Students and parents sign a statement that they've read the handbook at the beginning of the school year. Suspended students are not allowed on SJPS property or to participate in or attend extra-curricular events.

EXPULSION POLICY

Expulsion may constitute permanent exclusion from school. The building principal may recommend expulsion proceedings against a student whenever, in his or her judgment, the documented behavior pattern of the individual or the seriousness of the offense is opposed to the process of formal education within the St. Joseph Public Schools.

SCHOOL DRESS

We believe that student dress is a factor in the establishment of an educational atmosphere and that clothing should be appropriate for school. Student dress will not constitute a threat to the health, safety, welfare, or property of one's self or others, not disrupt or impede the educational process, and will be in accordance with public decency and civil statutes within the community. Within this framework, the following specific guidelines for student dress have been established and shall apply to attendance at school and all school activities and events:

- All students must be completely covered from mid-thigh to the upper chest.
- Clothes with profanity, vulgarity, slurs, alcohol, tobacco, or illegal substance logos or text, and clothing or accessories that create a safety hazard are not permitted.
- Proper footwear is required at all times. Specific requirements may exist for some classes.
- Hoods, hats, sunglasses, and the like are not to be worn in the building (unless part of religious belief). Students' faces must be fully visible at all times.
- Outerwear (coats) may not be worn to class under ordinary circumstances.
- Any item the administration deems disruptive or inappropriate is not permitted.

If students are not sure whether their attire is appropriate, they are encouraged to check ahead of time with a counselor or teacher.

If a student is found to be wearing inappropriate clothing, s/he will be allowed to call home for a change of clothing. A student will be asked to change into their gym clothes or borrow a set of

gym clothes from the school and expected to return to class at this point. Repeat violations will have escalating consequences.

Please note that students sometimes assume, INCORRECTLY, that if they have worn something inappropriate and not been corrected, that this means their attire is appropriate. This is not accepted as an excuse.

It is the administrator's or designee's responsibility to ensure that enforcement of this policy is done so in a consistent manner with respect to community standards and age appropriateness. While it is inevitable that there will be differences of opinion regarding the appropriateness of a student's attire, the final decision lies with the school administration.

TARDIES

Students are expected to be at school on time. School begins promptly at 7:45 a.m. Students are allowed three tardies to school and to class per semester. Starting with the fourth tardy of the semester, students will receive a detention for each tardy **regardless of the excuse**. Students who are tardy to school in the morning must report to the office before going to their classrooms.

ABSENCES

If your student is absent for any reason, please call (do not email teachers or the office) the attendance office (269-926-3400) before 9:00 a.m. Listen for the Attendance option and leave a message. If we do not hear from a parent/guardian about an absent student, parents will be contacted via Power Announcement. If your student is not in school, we want you to be aware of it as soon as possible.

PRE-PLANNED ABSENCE

Whenever a pre-planned absence from school of three or more consecutive days is anticipated, the student should get a pre-arranged absence form from the office (one week in advance). The principal will sign the form and then the student should take it around to all his or her teachers for their signatures and possible comments. The student will then bring the signed form back to the office. We will make a copy of it for our records and the student will bring the form home for parental review.

APPOINTMENTS/PASSPORTS

Whenever a student must leave for an appointment, a parent must check him or her out at the main office. Please send a note to the office via your student or phone before 8:00 a.m. so he or she may be issued a passport to leave the building. If your student is out for a medical appointment, s/he must return with a note from the doctor's office.

TRUANCY

Truancy is any absence, pattern of excessive absences that are established by a student during the school year, or a continuation of an attendance problem from past years.

ILLNESS/INJURY AT SCHOOL

When a student becomes ill or injured at school, we do our best to contact parents. Again, PLEASE be sure that our emergency contact information is current! Students will be encouraged to stay in school if the illness or injury is minor.

The school district does not have accident insurance on each child. If a student is injured, the parent's medical insurance is responsible for coverage. Parents are encouraged to check into MI-Child medical insurance through the State of Michigan if they do not have coverage for their children.

REQUESTS FOR HOMEWORK

We encourage each student to select a friend to seek homework assignments in case of absence. Parents may check the Google Classroom, for assignments or, if your child is absent for three or more consecutive days, email teachers (addresses are on our website) to request homework. Please email before 8:00 a.m. and ask the teachers to have it in the main office by 3:00 p.m. We suggest you call shortly after 3:00 p.m. before making the trip out to pick up the homework.

COMMUNICATION WITH PARENTS

There are a variety of ways we communicate with parents throughout the school year. Some of the ways are: Parents can check out Google Classroom for information, teachers can also be reached by email and phone. Parents can refer to PowerSchool's Parent Portal, our PTO has a Facebook page, and parent/teacher conferences are held each year. Other sources of information are Power Announcements (email/phone/text) and the principal's weekly blog posts.

MEDICATION DURING SCHOOL

Medication should not be brought to school unless it is essential to the health of the student and cannot be given at home either before or after school. All medications must be brought to the office by the parent or guardian for safekeeping. When the student needs the medication, he or she must take it in the office. A record of all medication taken will be kept in the office. If a student has a diagnosed asthmatic condition that requires the use of an inhaler, and if the health provider and parent sign a written medication form, the student will be allowed to carry and administer the inhaler when it is necessary to do so.

All medications must be accompanied by a signed form (available in the office) from the student's physician and the parent or guardian. The medication must be in the container in which it was originally dispensed, labeled with the name of the student, name of the medication,

dosage, and the time of consumption. A doctor's signature must accompany prescription and non-prescription drugs (such as Tylenol, aspirin, cough syrup, etc.)

If your child has unusual medical problems or needs medication, please contact the office and keep us informed.

IMMUNIZATION

Students enrolling for the first time in the St. Joseph Public Schools are required to show proof of up-to-date immunizations. Without this proof, students **will not be allowed to attend school.**

ATHLETICS/ATHLETIC PHYSICALS

All students participating in interscholastic athletics must maintain scholastic eligibility set forth by the Michigan High School Athletic Association. As well, your student must meet the eligibility requirements of Upton Middle School, which include academic grade and attitude grade. If you have a doubt about eligibility, consult the coach or the principal. Any student participating in an athletic event must be in attendance 4th through 6th hours on the day of competition.

All students who desire to participate in any athletic activity must have a current physical examination (on or after April 15) on file in the school office. This must be done before the student tries out or practices for the first time. Athletic physicals are scheduled two times a year at our high school - in May and in August.

Parents are responsible for providing their own medical insurance for athletic injuries.

INTERSCHOLASTIC SPORTS AVAILABLE AT UPTON

<u>Sport</u>	<u>Grade Level</u>	<u>Time of Year</u>
Cross-Country	6/7/8	Fall
Football	7/8	Fall
Volleyball	7/8	Fall
Boys' Basketball	7/8	Fall/Winter
Competitive Cheer	6/7/8	Winter
Girls' Basketball	7/8	Winter
Wrestling	6/7/8	Winter

CLUBS AVAILABLE AT UPTON

<u>Activity</u>	<u>Grade Level</u>	<u>Time of Year</u>
Builders Club	6/7/8	All year
Cheerleading (sideline)	6/7/8	Fall
Chess Club	6/7/8	All year
Golf Club (boys & girls)	6/7/8	Spring
Interact Club	6/7/8	All year
Math Competitions	7/8	Winter
Musical	6/7/8	Spring
Science Olympiad	7/8	Winter
Ski/Snowboard Club	6/7/8	Winter
Soccer Club	6/7/8	Fall/Spring
Spelling Team	6/7/8	Winter
Student Council	6/7/8	All year
Tennis Club	6/7/8	Spring
Upstream Club	6/7/8	All year
Variety Show	6/7/8	Winter
Video News Team	6/7/8	All year
Weight Training	6/7/8	Winter/Spring

CLASS TIMES SCHEDULE

6th grade	M - T - Th - F		Wednesday	
	1st hr	7:45-8:38	1st hr	8:45-9:29
	2nd hr	8:42-9:35	2nd hr	9:33-10:16
	3rd hr	9:39-10:32	3rd hr	10:20-11:03
	Lunch	10:35-10:59	Lunch	11:05-11:29
	Advisory	11:01-11:25	Advisory	11:31-11:55
	BEAR Time	11:27-11:51	BEAR Time	11:57-12:21
	4th hr	11:55-12:48	4th hr	12:25-1:08
	5th hr	12:52-1:45	5th hr	1:12-1:55
6th hr	1:49-2:42	6th hr	1:59-2:42	

7th grade	M - T - Th - F		Wednesday	
	1st hr	7:45-8:38	1st hr	8:45-9:29
	2nd hr	8:42-9:35	2nd hr	9:33-10:16
	3rd hr	9:39-10:32	3rd hr	10:20-11:03
	Advisory	10:35-10:59	Advisory	11:05-11:29
	Lunch	11:01-11:25	Lunch	11:31-11:55
	BEAR Time	11:27-11:51	BEAR Time	11:57-12:21
	4th hr	11:55-12:48	4th hr	12:25-1:08
	5th hr	12:52-1:45	5th hr	1:12-1:55
6th hr	1:49-2:42	6th hr	1:59-2:42	

8th grade	M - T - Th - F		Wednesday	
	1st hr	7:45-8:38	1st hr	8:45-9:29
	2nd hr	8:42-9:35	2nd hr	9:33-10:16
	3rd hr	9:39-10:32	3rd hr	10:20-11:03
	Advisory	10:35-10:59	Advisory	11:05-11:29
	BEAR Time	11:01-11:25	BEAR Time	11:31-11:55
	Lunch	11:27-11:51	Lunch	11:57-12:21
	4th hr	11:55-12:48	4th hr	12:25-1:08
	5th hr	12:52-1:45	5th hr	1:12-1:55
6th hr	1:49-2:42	6th hr	1:59-2:42	

UPTON MIDDLE SCHOOL CURRICULUM

6th Grade: _____ 7th Grade: _____ 8th Grade: _____

English

English

English

6th Math
or Accelerated Math

7th Math
or Algebra

8th Math, Algebra
or Geometry

Science

Science

Science

Social Studies

Social Studies

Social Studies

7-week rotations:
Art/Computers/ Ind. Tech.
Life Mgmt/REACH/ P.E.

7-week rotations:
Art/Health/Ind. Tech./
Life Mgmt/Reading/ P.E.

Elective

Elective

Students select 1 from:

Students select 1 from:

Band/Choir/Orch/P.E.

Band/Choir/Orch/P.E.

Eighth Grade Electives

Full Year Classes: _____ Semester Classes*:

Band	Adv. Literature Studies	Industrial Design & Mfg.
Orchestra	Applied Tech & Engineering	READ 180
Uptones	Astronomy	Ceramics
Studio Art	Communications	Recreation & Sports
Academic Achievement	Computers	Sewing & Consumer Ed
World Language	Digital Drawing & Animation	Weight Training & Fitness
	Food & Nutrition	Yearbook

*All courses are offered each year, but due to student selection, some courses are not scheduled every year.

UPTON MIDDLE SCHOOL - GRADING SCALE

A	4.0	93-100%
A-	3.667	90-92%
B+	3.33	87-89%
B	3.0	83-86%
B-	2.667	80-82%
C+	2.33	77-79%
C	2.0	73-76%
C-	1.667	70-72%
D+	1.33	67-69%
D	1.0	63-66%
D-	.667	60-62%
F	0	0-59%

ST. JOSEPH PUBLIC SCHOOLS

ANTI-BULLYING POLICY

It is the policy of the district to provide a safe educational environment for all students. Bullying of a student at school is strictly prohibited. This policy shall be interpreted and enforced to protect all students and to equally prohibit bullying without regard to its subject matter or motivating animus.

A. Prohibited Conduct

1. Bullying of a student at school is strictly prohibited. For the purposes of this policy, “bullying” shall include anything that might also be identified as hazing or harassment.

This prohibition includes any written, physical, verbal, electronic communication, or psychological abuse, including hazing, gestures, comments, threats, or actions to which cause or threaten to cause harm to one or more students, either directly or indirectly by doing any of the following:

- a. Substantially interfering with educational opportunities, benefits, or programs of one or more students;
 - b. Adversely affecting a student’s ability to participate in or benefit from the district’s educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;
 - c. Having an actual and substantial detrimental effect on a student’s physical or mental health;
 - d. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.
2. Retaliation/False Accusation Retaliation or making intentionally false accusations against a target of bullying, anyone reporting bullying, a witness, or another person with reliable information about an act of bullying is strictly prohibited.

B. Reporting an Incident

If a student, staff member, or other individual believes there has been an incident of bullying in violation of this policy, s/he shall promptly report such incident to the appropriate building principal, assistant principal, or dean of students. The student may also report concerns to a teacher, counselor, or staff member who shall be responsible for promptly notifying the appropriate building administrator or designee.

C. Complaints Against Certain School Officials

Complaints of bullying by staff members or volunteers may be reported to the building principal. Complaints of bullying by the building principal or designee may be reported to the

superintendent. Complaints of bullying by the superintendent may be reported to the president of the Board of Education.

-1-

D. Investigation

All reported allegations of a policy violation or related complaint about bullying shall be promptly and thoroughly investigated by the building principal or designee. The investigation should be completed within three school days after a report or complaint has been made to the building principal or designee. If an investigation requires more than three days, the superintendent shall be notified on the third day of the investigation.

A description of each reported incident, along with all investigation materials, and conclusions reached by the principal or designee shall be documented and filed within the district's student information system accessible to the district's central administration office.

E. Notice to Parent/Guardian

If the principal or designee determines that an incident of bullying has occurred, s/he shall promptly notify the parent/guardian of the victim of the bullying and the parent/guardian of the perpetrator of the bullying. A record of the time and form of notice or attempts at notice shall be kept in the investigation file.

F. Annual Reports

At least annually, the building principal or designee, or the responsible school official shall report all verified incidents or bullying and the resulting consequences, including any disciplinary action or referrals, to the Board of Education. The annual board report may be given in writing, in person at a regular board meeting, or as otherwise requested by the Board of Education.

G. Responsible School Official

The superintendent shall be responsible for ensuring the proper implementation of this policy throughout the district. The foregoing appointment shall not reduce or eliminate the duties and responsibilities of a principal or designee as described in this policy.

H. Posting/Publication of Policy

Notice of this policy will be: (a) annually circulated to all students and staff, (b) posted in conspicuous locations in all school buildings and departments within the district, (c) annually discussed with students, and (d) incorporated into the teacher, student, and parent/guardian handbooks.

The superintendent shall annually establish an Anti-Bullying Committee made up of at least one representative from each building, whose task it shall be to recommend speakers, activities, programs, initiatives, or other educational programs for students and parents/guardians on preventing, identifying, responding to, and reporting incidents of bullying and cyber bullying.

I. Definitions

1. “At school” means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises. “At school” also includes any conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if the device or provider is owned by or under the district’s control.
2. “Telecommunications Access Device” means that term as defined in Section 219a of the Michigan Penal Code, 1931 PA 328, MCL 750.219a, as may be amended from time to time. As of January, 2012, “Telecommunication Access Device” is defined to mean any of the following:

-2-

- a. Any instrument, device, card, plate, code, telephone number, account number, personal identification number, electronic serial number, mobile identification number, counterfeit number, or financial transaction device defined in MCL 750.157m (e.g., an electronic funds transfer card, a credit card, a debit card, a point-of-sale card, or any other instrument or means of access to a credit, deposit, or proprietary account) that alone or with another device can acquire, transmit, intercept, provide, receive, use, or otherwise facilitate the use, acquisition, interception, provision, reception, and transmission of any telecommunications service.
- b. Any type of instrument, device, machine, equipment, technology, or software that facilitates telecommunications or which is capable of transmitting, acquiring, intercepting, decrypting, or receiving any telephonic, electronic, data, internet access, audio, video, microwave, or radio transmissions, signals, telecommunications, or services, including the receipt, acquisition, interception, transmission, retransmission or decryption of all telecommunications, transmissions, signals, or services provided by or through any cable television, fiber optic, telephone, satellite, microwave, data transmission, radio, internet based or wireless distribution network system, or facility, or any part, accessory, or component, including any computer circuit, security module, smart card, software, computer chip, pager, cellular telephone, personal communications device, transponder, receiver, modem, electronic mechanism or other component, accessory, or part of any other device that is capable of facilitating the interception, transmission, retransmission, decryption, acquisition, or reception of any telecommunications, transmissions, signals, or services.

3. “Telecommunications Service Provider” means that term as defined in Section 219a of the Michigan Penal Code, supra, as may be amended from time to time. As of January, 2012, “Telecommunications Service Provider” is defined to mean any of the following:
 - a. A person or entity providing a telecommunications service, whether directly or indirectly as a reseller, including, but not limited to, a cellular, paging, or other wireless communications company or other person or entity which, for a fee, supplies the facility, cell site, mobile telephone switching office, or other equipment or telecommunications service.
 - b. A person or entity owning or operating any fiber optic, cable television, satellite, internet based, telephone, wireless, microwave, data transmission or radio distribution system, network, or facility.

- c. A person or entity providing any telecommunications service directly or indirectly by or through any distribution systems, networks, or facilities.

ST. JOSEPH PUBLIC SCHOOLS

DATE ADOPTED: APRIL 30, 2012

-3-

STUDENT INFORMATION FOR PUBLICATION

The Education Department of the United States requires local school districts to inform parents of information that will occasionally and periodically be provided to the news media and on our school district's website. These and other publications will include such items as athletic programs and achievements, school yearbooks, honor rolls, scholarship winners, names and photos of students participating in programs, award winners, National Honor Society membership, and listing of students' names and photos for other reasons.

If, for any reason, a parent or guardian would wish to exclude their child's name and photo from any of these items, the school district should be informed in writing. A statement of this policy may be found in any of the school offices.

NONDISCRIMINATION STATEMENT

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disability Act of 1990, and the Elliott-Larsen Civil Rights Act of 1977, it is the policy of the St. Joseph Public School District that no person shall, on the basis of race, color, religion, national origin or ancestry, sex, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or in employment. For information, contact: The Compliance Officer in Charge of Federal Programs, Director of K-5 Curriculum and Programs, St. Joseph Public Schools, 3275 Lincoln Avenue, St. Joseph, Michigan 49085, Telephone: 269.926.3100.

Rev. 6/11

SCHOOL MASCOT: BEARS

SCHOOL COLORS: MAIZE AND BLUE

ST. JOSEPH FIGHT SONG

Fight on to victory and shout our battle cry. Fight on old varsity as the Bears go marching by. We'll sing a toast or two for every loyal son and daughter. Raise high our maize and blue until this fight is won.

F - I - F-I-T-E FIGHT! So Bears fight with all your might. We're right, so fight. We're conquerors tonight!

Fight on to victory and shout our battle cry. Fight on old varsity as the Bears go marching by. We'll sing a toast or two for every loyal son and daughter. Raise high our maize and blue until this fight is won.