



Shelby County **W**est **M**iddle **S**chool

“Learning From Each Other. Leading by Example.”

Lorri Stivers, *Principal* **Seth Green**, *Assistant Principal*
Wendy Buckner & Terri Graney, *Guidance Counselors*
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Address: 100 Warriors Way Shelbyville, Kentucky 40065

Website: www.shelby.kyschools.us/schools/4/home

Twitter: @ShelbyWMS Facebook: @wmsgowarriors

This agenda belongs to:

Name: _____ **Grade:** _____

Address: _____

City: _____ **Zip Code:** _____

Phone: _____

School Hours

School begins at 8:40 a.m. and ends at 3:35 p.m. Students should be picked up by 3:35 or immediately following a school-related activity. Private Transportation:

All students transported by vehicles other than Shelby County Public Schools shall be dropped off at the designated area outside the school's main entrance. No student will be allowed to drive any motorized vehicle to school. Bus Transportation:

All students transported by a school bus will have loading and unloading procedures. Students are considered to be on school property while riding the school bus, therefore they are expected to follow all rules and regulations, as well as bus conduct rules. Bus drivers are to be treated with respect. Please refer to the Student Discipline Code handbook for bus rules, violations, and disciplinary consequences.

If a student is to ride a different bus, he/she **MUST** have a written note from the parent/guardian. These notes must be given to the front office in the morning so that this change can be verified. Once verified, designated school personnel will sign the note.

Parents/guardians picking students up will be asked to provide picture identification. **No student will be released to anyone whose name does not appear on the student's emergency card kept on file in the main office.**

Visitors

All visitors must sign in at the office upon entering the building and receive a pass. A visitor's pass should be worn and visible at all times while in the building.

Visitors must sign out upon leaving the building. **School Based Decision Making** West Middle's School Based Decision Making Council meets every month in the school conference room. Council members for 2017-2018: Lorri Stivers, Kate Herrick, Stephanie Walker, Mannie Stone, Gigi Wheeler (Parent) and Carolyn Vail (Parent). **Policy on Submitting Agenda Items:** Teachers and parents who are not on the council may recommend items for the agenda by contacting a council member or completing an agenda item form five (5) school days before the meeting. A person recommending an item must be present for the item to be discussed. Members of the West Middle community are encouraged to attend the monthly meetings. All SBDM policies, minutes, agendas, and information may be accessed in the main office of West Middle and on our website.

Rules and Regulations Regarding Personal Appearance Code General

- A. All students should be clean and neat in dress and appearance.
- B. Any clothing, lack of clothing or article that is indecent or potentially dangerous will not be allowed.

Specific

- A. Hats and sunglasses are not allowed to be worn in the school building. No long chains, fish hooks, dog collars or other items that could cause harm or distraction to instruction.
- B. Shoes must be worn at all times. House shoes and slippers are inappropriate.
- C. **Shorts, dresses, skorts, or skirts in their appropriateness must be no higher than mid-thigh.**
- D. **Yoga pants/Tights/Leggings may not be worn without a skirt, dress, top, or short that is no higher than mid-thigh.**
- E. All slacks, trousers, blue jeans, shorts, etc. **must be worn around the waist** and have no rips, holes, or tears.
- F. **No spandex or tight garments may be worn as primary item of clothing (bike shorts, etc.)**
- G. Tank tops, sleeveless tops, midriff tops, tube tops, strapless and halters worn alone are not allowed. If any undergarment can be seen, it is inappropriate. Deep neck-lines are inappropriate.
- H. No profanity, vulgarity, lewd pictures or inappropriate language may be written or drawn on student clothing
- I. No shirts, blouses or jewelry with drug or alcohol language.
- J. No clothing featuring drug related symbols will be allowed.
- K. Bandanas are not allowed.
- L. NO heavy/bulky coats and/or jackets may be worn to school but must remain in the locker during school hours.

Backpacks, drawstring bags, purses, and athletic bags must remain in the locker during school hours.

Enforcement

The school administration shall have the right to evaluate any clothing to determine its acceptability within the guidelines of the dress code. Administrators shall also have the right to make an interpretation on the decency and appropriateness of any garment. Administrators, teachers, and other certified personnel are responsible for enforcing the dress code. Possible exceptions for special days will be at the discretion of the administration.

Consequences

Students who fail to comply with the dress code may be sent home when deemed appropriate by school administrators and are subject to disciplinary action. Clarification regarding apparel should be obtained from the school administrator **PRIOR** to wearing the apparel to school.

1st Offense: correct the infraction; notify the parent/guardian; conference with administrator

2nd Offense: correct the infraction; notify the parent/guardian and assignment to after-school detention

3rd Offense: Correct the infraction; notify the parent/guardian and assignment to Friday School

4th Offense: Correct the infraction; notify the parent/guardian and school suspension.

Attendance

The administration and faculty of Shelby County West Middle School believe regular attendance is essential for maximum achievement. Regular attendance will be promoted by the entire staff under the following guidelines:

- A. When a student is absent, they must bring either a medical note or parental note to the attendance station after each absence within five days of each absence.
- B. A student may miss seven (7) days without a medical note. After any combination of seven non-medical absences, and/or unexcused and excused, all future absences will require a statement from a health professional or Principal/Assistant Principal approval to be excused. A medical note is classified as a note from a doctor, dentist, health department, or any other medical official.
- C. All student notes will be kept on file in the office.
- D. After a student has missed seven (7) non-medical days, he/she can only make up the work if the student presents a medical note.
- E. A student is allowed only seven (7) non-medical absences per class. After the seventh nonmedical absence, work can only be made up if a medical note is presented.

Absences or tardies shall be excused for the reasons stated below:

1. Illness of the student.
2. Death or severe illness in the student's immediate family shall include the student's legal guardian, parents, stepparents, brothers, and sisters.
3. Appointments with a health professional.
4. Court appearance requested by subpoena or citation.
5. Participation in school related activities approved by the Principal/Assistant Principal.
6. Special cases approved in advance by the Principal/Assistant Principal.
7. One (1) day attendance at the Kentucky State Fair.

Truancy:

Any student who has been absent from school without a valid excuse for three (3) days or more, or tardy on three (3) or more days is truant. A student who is reported as a truant three (3) or more times is a habitual truant. Being absent for less than half a school day shall be regarded as being tardy.

Make up Policy:

- A. All work assigned by the teacher must be completed.
- B. Failure to do assigned work is unacceptable. All students are expected to complete all assignments given by their teachers.
- C. It is the student's responsibility to collect the homework he/she missed.

Family Vacations: Students are discouraged from taking vacations during the school year; however, the administration realizes that extenuating circumstances may occur. Approval must be granted in advance for these situations.

Academic Progress and Promotion Parent

Conferences: We encourage our Parent/Guardians to establish and maintain contact with your child's teacher. You will be notified of his/her progress through progress reports, and report cards (sent home at the end of each nine weeks). If you have questions, please contact your child's teacher to schedule an appointment. Conferences with a parent/guardian may also be requested by a teacher.

A. course.
B. Successful completion of Related Arts courses taken.

2 Considerations for possible retention or promotion to the next grade level include, but are not limited to:

- A. Level of physical and mental maturity
- B. Age
- C. Individual Education Program (IEP) of student when appropriate
- D. Number of times retained
- E. Parental views
- F. Data (grades, assessment, etc.)

West Middle Student Criteria for Extra-curricular Activities

Student Attendance Expectations:

- All students must be in school no less than ½ of the school day to participate in practice, game and/or match occurring on that day.
- Cases of bereavement will be addressed on an individual basis.

Student Behavioral Expectations:

- If a student receives In-school Suspension or Saturday School as a consequence for negative behavior, the student will be suspended for 1 week (no practice, no game/match participation, no traveling with team).
- If a student receives an Out-of-School Suspension or Alternative Suspension as a consequence for negative behavior, the student will be suspended from participating in the extracurricular activity for a minimum of 2 weeks. Additional Out-of-School suspensions and/or Alternative Suspensions will lengthen the time of suspension from the extracurricular activity.

- If court charges are brought against the student by the school, the student's membership and participation in the extracurricular activity will cease immediately.

If a student is expelled from school the student's membership and participation in the extracurricular activity will cease immediately

Use or Possession of Correction Fluid & Permanent Markers

– Students at West Middle School are only allowed to have nontoxic correction fluid and markers in their possession. Any other type of correction fluid will be confiscated. In the event of a violation of this policy, both parent and student will be given information regarding dangers of inhalant use. Any confiscated correct fluid/permanent markers will be kept in the office until a parent comes to claim it. Any student who violates this policy a second time, or is determined to be deliberately misusing correction fluid/permanent markers, will be referred to the student assistance counselor for parent/child counseling regarding the dangers of this activity. Repeated violations will result in the student being referred to school administration for possible disciplinary action.

Backpacks & Purses - Students may use backpacks to carry school-related materials to and from West Middle School. Students will **NOT** be permitted to carry backpacks, drawstring bags, & purses during the school day to carry school-related materials from class to class, and take backpacks into the classrooms. Students **MUST** keep backpacks, drawstring bags and purses in their assigned lockers.

Illness or injury at School: If you are injured or become ill, report this to your teacher and ask for a pass to come to the main office. If necessary, the office will contact your parent. Students who are injured or become ill, and are unable to remain at school must check out through the office before leaving.

Lockers and Their Use: Students may have access to a locker. However, care must be taken in regard to their use. Team teachers will determine when students are able to access their lockers. Only locks rented from WMS may be used. The lock rental fee is \$5.00. Lost locks will result in \$5.00 replacement fee.

Lost and Found: Students who find lost articles are asked to take them to the Lost and Found. Lost articles, which are not claimed within a reasonable time, will be given to charitable organizations.

Phone Calls: The office phone can **ONLY** be used with the written permission of a teacher. The phone is to be used only in case of an emergency, or if a student is ill.

Medication: A staff member is not allowed to give out any type of medication. This includes aspirin. An authorization for the administration of medication must be completed by a physician and parent or legal guardian and be on file in the main office.

Any medication, prescription or non-prescription, brought to school by any student must be kept and

distributed by designated school personnel in the main office with a note from a physician.

Articles prohibited: Items such as tobacco, laser pointers, fireworks, toys, lighters, dice, trading and playing cards, etc., that distract from the educational process or wellbeing of other students should be kept at home. Articles such as these may be taken by staff members and arrangements made for their return through a parent/guardian.

Students may not sell any items on campus without administrative approval.

Damaging or Defacing School Property: If damaging or defacing school property is deliberate, or caused by carelessness or rowdiness, the student is obligated to make restitution. Other penalties may be imposed if deemed necessary. *Parent / Guardian will be held responsible for paying for any damages to school property such as textbooks, furniture, or other property owned by the school system*

Fighting: Fighting is not allowed on school grounds, in the building or at any school function. Students exhibiting this type of behavior will be subject to disciplinary consequences.

Gambling: Gambling of any nature is prohibited while on the school grounds or in the building. **Hallways:** When changing classes, all students are to keep to the right. All students are expected to be quiet and orderly when using the hallways for any reason. Running, horseplay, whistling, loud talking and other forms of disorder are forbidden. Students are not permitted to be in the hallway without a hall pass. **Respect for Teachers:** Disrespect to teachers will not be tolerated. Students are not allowed to argue disrespectfully, curse, or yell at a teacher.

Restrooms: There will be no loitering in the restroom at any time. Rules concerning chewing gum, smoking, student conduct, are applicable in the restroom at all times.

Student-to-Student Relations: While in the building or on the school grounds, handholding, kissing, or other public displays of affection are not allowed. **Suspensions:** You may be suspended and /or possibly expelled from school for any of the following infractions:

- A. Truancy
- B. Stealing
- C. Gambling on school property
- D. Fighting
- E. Using alcoholic beverages or unlawful drugs on school property.
- F. Insubordination or disrespectful conduct toward any school official.
- G. Any other violation of school, SBDM, or Board Policy.

Fees and Activity Charges: Information given on the student's application for free or reduced priced meals may be used to determine his/her eligibility for other educational benefits. In order to apply for these benefits, you must also mark and return a completed application for free/reduced meals. Contact the Food Service Coordinator at 633-2375 if you need further information or a copy of the form.

The following fees will be assessed during the 2017-2018 school year:

1. **\$5.00 lock rental fee (\$5.00 replacement fee)**
2. **\$5.00 student agenda fee (\$5.00 replacement)**
3. **\$50.00 athletic fee for students participating on a school team**
4. **\$50.00 Chromebook Fee**

Fees and charges may be assessed to cover special projects within certain courses. Charges may be assessed for the following activities: 1) athletic contests 2) plays 3) field trips 4) dances 5) other extracurricular activities 6) Chromebook repair

Telecommunication Devices: Legislation revised School Law 158.165 – Policy on students having cell phones and pagers on school grounds shall be developed by the local Board of Education. Students in Shelby County should refer to their Student Discipline Code Handbook for policy and procedures regarding these devices. Students shall be permitted to possess and use personal telecommunications devices as defined by law, and other related electronic devices, provided they observe the following conditions:

1. Devices shall not be used in a manner that disrupts the educational process, including, but not limited to, posing a threat to academic integrity, of violating confidentiality or privacy rights of another individual. Unless an emergency situation exists that involves imminent physical danger or a certified employee authorizes the student to do otherwise, devices shall be turned **off** and operated only **before** and **after** the regular school day and should not be visible during school hours or while being transported on a school bus. If confiscated, the parent/guardian will have to pick up the cell phone from the front office.

Tobacco Policy - Possession of tobacco products (smoking and smokeless) and/or smoking paraphernalia, use of during school day, on school property, or at any location of a school-sponsored activity is prohibited.

1st Offense - In-school suspension and Parent conference

2nd Offense - In-school suspension or short term suspension and parent conference. **3rd Offense** - Short-term out-of-school suspension **4th Offense** – Student will be suspended for six (6) days. Three (3) of the days will be waived if the family chooses to refer the student to the Student Assistance Program for evaluation. The student will also be provided opportunities to receive peer support in is/her efforts to stop smoking/dipping. Failure to follow through with the scheduled sessions will result in the reinstatement of the three (3) days that were previously waived. **5th offense** student will be suspended ten (10) days. Five (5) days of the suspension may be waived if the family chooses for the student to continue to receive counseling for nicotine addiction through the Student Assistance Program. Effort will be made to collaborate with local community agencies for resources to aid the student in coping with nicotine withdrawal and smoking/dipping cessation. Failure to follow through with

the sessions will result in the reinstatement of the five (5) days that were previously waived.

(Under Kentucky Law, the school resource officer will file court citations on any middle school student found in possession of tobacco products.)

Shelby County Board Policy

Harassment/Discrimination (09.42811) -

Harassment/discrimination is defined by threats of or actual physical violence; the creation, by whatever means of a climate of hostility or intimidation, or the use of language, conduct, or symbols in such a manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Procedures for investigating or reporting may be found in the Discipline Code Handbook.

Drug Abuse Policy Regulation

Possession, Use and Paraphernalia Forbidden Pursuant to Board Policy 09.423, both possession or use of drug paraphernalia and possession, use or being under the influence of alcoholic beverages, any controlled substance or any substance which “looks like” a controlled substance on or about school property, at any location of a school-sponsored activity or en route to or from a school-sponsored activity are forbidden. **First offense:** The student will be suspended for 5-10 days and recommended for expulsion. The recommendation for expulsion may be waived, if the principal or assistant principal so decides and the student and parents/guardians choose to do all of the following: A) Complete the days of suspension

- B) Work with the school system’s student assistance program to seek an evaluation for the student by a qualified alcohol/drug counselor acceptable to the school district, and
- C) Complete any and all recommendations of the qualified counselor. Failure to do so will result in referral to the Board of Education for expulsion. The student must have completed the evaluation or have verbal and/or written confirmation of an appointment upon returning to school.

Second offense: Any student violating the policy for the second time in one school year will be suspended for 10 days and recommended for expulsion.

Transfer Forbidden

Pursuant to Board Policy 09.423, sale or transfer of drug paraphernalia, alcoholic beverages, any controlled substance or any substance which “looks like” a controlled substance on or about school property, at any location of a school-sponsored activity or en route to or from a school-sponsored activity is forbidden. **First offense:** The student will be suspended 6-10 days and recommended for expulsion. The recommendation for expulsion may be waived if the principal or assistant principal so decides and if the student or parents/guardians choose to do all of the following:

- A) Complete the 6-10 day suspension
- B) Work with the school system’s student assistance program to seek an evaluation for the student by a qualified alcohol/drug counselor acceptable to the school district and

C) Complete any and all recommendations of that qualified counselor. Failure to do so will result in a referral to the Board of Education for expulsion. The student must have completed the evaluation or have verbal and/or written confirmation of an appointment upon returning to school.

Second offense: Any student violating the policy for the second time in one school year will be suspended for 10 days and recommended for expulsion.

Referral to Legal Authorities Any violators of the Board Policy 09.423 will be referred to the local county attorney's office. **Weapons Prohibited** - Carrying, bringing, using, or possessing any weapon or dangerous instrument in any school building, on school grounds in any school vehicle or at any school-sponsored activity is prohibited. Except for authorized law enforcement officials, the Board specifically prohibits the carrying of concealed weapons on school property.

Federal Requirements - The penalty for students bringing a firearm or other deadly weapon, destructive device, or booby trap device to school or onto the school campus/property under jurisdiction of the District shall be expulsion for a minimum of twelve months under policy 09.435. However, the Board may modify such expulsions on a case-by-case basis. Any student who brings to school a firearm or other deadly weapon, destructive device, or booby trap device shall be referred to the criminal justice of juvenile delinquency system.

Fund Raising (09.33) - No student shall be compelled or coerced to participate in or meet any kind of quota in a fund raising activity. Door-to-door fund raising activities of any kind by P-8 students are not permitted. Procedures for conducting fund raising activities may be found in the Shelby County Board Policy Manual

Cafeteria: Students at West Middle have the opportunity to obtain a nutritionally well-balanced lunch. All students are given an opportunity to apply for free or reduced meals; applications are available in the guidance office. There are two (2) charges allowed for lunch. There will be no breakfast charges. If exceptions need to be made, parents must contact the cafeteria manager or principal to make other arrangements prior to the exceeding the two (2)-meal limit. The cafeteria staff asks that no fast food be brought to the cafeteria during the regular school day. All students are to go to and from the cafeteria as a class. Litter bottles and glass bottles are not permitted in the cafeteria.

Student's School Breakfast:	\$1.20
Student's School Breakfast Reduced:	\$.30
Student's School Lunch:	\$2.45
Student's School Lunch Reduced:	\$.40

Food and drinks are not to be carried out of the cafeteria. Students may either purchase lunch at school or bring it from home. At no time will any student be allowed to leave the school grounds during lunch. Student disorder will not be tolerated in the lunchroom. Students are expected to use good table manners. **Food Service** -

Vending Machines (07-12 AP.1) - No sale or serving of any food or beverage item to students in competition with the School Breakfast Program or the National School Lunch Program is allowed during the school day before one half (1/2) hour after the closing of the last lunch period.

Extra Sales Program (Including Snack Items) for Middle School Cafeterias - In addition to the regular food service program, West Middle offers extra individual items for sale. Students can also purchase extra servings of the items served on the regular menu. **Parents may send a note or call the cafeteria manager to limit the amount their child may purchase from the extra sales program, or to prohibit all purchases. Students are not allowed to charge items chosen from the extra sales program. A complete list of extra sale items is available at each school.** If you have any further questions please contact the cafeteria manager, or Central Office, at 633-2375.

Student Assistance Program: The Student Assistance Program is designed to meet a wide range of student needs with a special focus on preventing alcohol and other drug problems from occurring. This goal is accomplished by having a strong alcohol and drug curriculum, using appropriate materials in the libraries and classrooms, and also providing awareness programs for students, parents, teachers, the guidance department, administrators and outside agencies. Throughout the school year, students will be offered educational and support groups to help them better understand how chemicals affect them, their friends, and our society in general.

The Student Assistance Program operates in partnership with the Guidance Department and Youth Service Center in providing chemical dependency, recovery, grief and loss, conflict resolution, stress, divorce, and study skills. Other groups may strengthen families by helping students and make the most responsible and appropriate decisions possible. The middle school counselor serves both Martha Layne Collins High and West Middle schools (one-half day each location).

Guidance Counselor: The school counselor plays an important role in the total school program. West Middle is fortunate to have an excellent guidance program is headed by two counselors. The primary role of the program is to aid the student in his/her development as a unique, valuable, responsible, and contributing individual to society.

Some of the services provided by West Middle School's counselors are: individual counseling, small group counseling, classroom guidance activities, education, personal, career guidance, consultations with students, parents, and other educators, identifying make appropriate referrals to agencies or other professions, identify and communicate resources, and interpret tests. The counselors also offer classroom guidance activities on topic of interest to students such as: Teasing/Bullies, Conflict Resolution, Death/Dying, Transition to High School, and other topics as needed. Students and parents are encouraged to take advantage of all of the services offered by the program and the counselor. **Library:** All

students are encouraged to use our library facilities any time between 8:15 a.m. and 3:30 p.m. Books are checked out for a two-week period. Books may be renewed up to two times, if necessary. However, the book must be brought into the library and renewed properly at the circulation desk each time a renewal is desired.

Three books may be checked out at the same time. Any student having an overdue book, at one time will not be allowed to check out library materials. A five-cent fine per day will be charged for overdue books. Fines are not charged for weekends, holidays, and absences (if the absences are reported on the absentee list sent by the office). A five cent fine per period will be charged for overdue overnight books – certain reference books, career materials, magazines, etc. These books are due before 1st period the following morning. Issues of certain magazines may be checked out overnight when the newer issues arrive. No magazine in a plastic cover may be checked out. The maximum fine for any individual overdue item is 50 cents. The fine stops on the day an overdue item is returned, even if the student is unable to pay the fine on that day. However, the student's checkout privileges are not returned until his or her name is fully cleared or until that fine is paid. If a book is lost, it should be reported immediately to the librarian. **West Middle Youth**

Services Center: Youth Service

Centers were created as part of the Kentucky E.30 Education Reform Act. The intent of the center is to enhance student's abilities to succeed in school by assisting children, youth, and their families in meeting some of their basic needs. WMS YSC intends to create an atmosphere that empowers youth and their families to acquire the skills necessary for students to meet their educational, physical, and social developmental needs. We seek an effective partnership between schools, home, and community that will enable students to succeed. A Coordinator oversees the center, and an advisory council made up of students, parents, and community members. Services required by state law provided by the center are as follows:

- Referrals to health and social services
- Employment counseling, training, and placement
- Summer and part-time job development
- Drug and alcohol abuse counseling
- Additional services provided:
- Educational and Parent/Family support
- Recreation
- Provision of basic needs. The Center is open from 7:45 a.m. – 3:30 p.m. daily. Evening appointments are by appointment. The number for the Center is 647-0217.

Athletic Teams: We offer the following sports activities Football, Basketball, Volleyball, Cheerleading, Dance Team, Track, Cross Country, and Soccer.

Other Clubs: West Middle also offers clubs such as Academic Team, Drama, Student Technology Leadership Program, Student Council, Student Lighthouse, Odyssey of the Mind, KUNA, KYA, & Vex Robotics.

Substitute Teachers: Our school is fortunate to have very capable individuals to help us in the absence of a regular teacher. A substitute teacher is an important visitor whose impressions of our school will be carried into the community. Let us be certain that these are good impressions by being polite, helpful and considerate.

Valuables: Students are responsible for valuables and their own possessions (example: ipods, cell phones, electronics, etc). Do not bring large sums of money to school at any time.

Volunteers: According to the policy of the Shelby County Public School system, all volunteers will have a crime check completed PRIOR to attending any school function. If you wish to volunteer at West Middle, please contact the Youth Service Director at 647-0217 to get the appropriate forms.

Student Record/Family Educational Rights and

Privacy Act- In accordance with the Family Educational Rights and Privacy Act, parents shall have the right to inspect and review all education records relating to their child by making request to the principal of each school or other designated official. This right shall be passed on to the student at age 18.

Written policies have been developed which describe the types and locations of these records, the amendment of or hearing concerning education records believed to be inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, and for the disclosure and destruction of records. Copies of these policies and procedures may be obtained upon request from the Office of the Principal or Office of the Superintendent.

In accordance with federal regulations concerning the release or transfer of educational records, it is the policy of the School District to forward education records on request to a school in which a student seeks records transferred and an opportunity for a hearing. Directory information may be released by the school on individual students unless specific instructions not to do so are presented to the principal or Superintendent in writing by the parents of a student on or before September 15th of each year. Directory information shall include the student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities as sports, with and height of members of athletic teams. Parents shall have the right to file complaints to the Family Educational Rights and Privacy Act concerning any alleged failure of the District to comply with this act. United States Department of Education, Family Policy and Regulations Office, Washington, DC 20202. ***Services to Individuals with Disabilities. The Shelby County Public Schools ensures that any child or youth with a disability, regardless of how severe, is provided an appropriate public education at no cost to the parent or guardian. These rights are afforded through the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act. If you know of a child or youth who lives in Shelby County who may have a disability and is not receiving services, please contact Special Education/ Section 504 Coordinator at the Support Services office at***

(502) 6470210. *If you have any concerns with regard to your child's progress in school and suspect he/she may have a disability please contact his/her classroom teacher. Affirmative Action /*

Non-Discrimination Statement –

Students, their parents and employees of the Shelby County Public Schools are hereby notified that the Shelby County Public School District does not discriminate on the basis of gender in its educational programs, vocational programs or activities that it operates, and is required by Title IX of the Educational Amendments of 1972 (P.L. 92318) not to discriminate on the basis of disability, in admission or access to, or employment in, its programs or activities, in compliance with the Rehabilitation Act of 1973 (P.L.93-112), as amended, Section 504; nor does the school system discriminate on the basis of gender, race, color, national origin, age, religion, or marital status, as set forth in Title VII, Title IX, ADA and Section 504. The Shelby County Public Schools District offers the following vocational education programs for students in grades 9-12: agriculture, business and office, home economics and industrial technology. The following vocational school classes are available to students in grades 9-12: automotive technology, machine technology, industrial training, health services, business technology, and computer repair and servicing technology. Adult education classes as offered to individuals pursuing a GED certificate

Any person having inquiries concerning the Shelby County Public School District's compliance with Title VI, Title VII, Title IX, ADA or Section 504 is directed to contact:

MOA Coordinator

Vivian Overall, Human Resource Coordinator

Special Education/504 Coordinator

Shelby County Public Schools

1155 West Main Street P.O.

Box 159

Shelbyville, Ky. 40066-0159

502-633-2375

**SHELBY COUNTY PUBLIC SCHOOLS
2017-2018 Calendar**

August 1 -Opening Day for Teachers

August 2 -First Day for Students

September 4-Holiday-Labor Day

October 9-20-PD/No school-Fall Break

November 22-24-No school-Thanksgiving BK

December 20-January 2- No school-Winter Break

January 15- No school-Martin Luther King Jr. Day

February 19 -No school-President's Day

March 16-April 6-No school-Spring Break

May 22 –Election Day

May 24- Last Day Of School

**West Middle School
BIG GOALS**

- **Every** student will exit 6th and 7th grade on or above grade level in reading and math!
- **Every** student will be ***College and Career ready*** by the end of the 2017-2018 school year!
- **Every** student will grow at least one full year on MAP and KPREP!

**Shelby County West Vision & Mission
Statements:**

Vision: (what we want to be) ***A community of leaders committed to lifelong learning driven by an intrinsic sense of personal and academic responsibility.***

Mission: (how we intend to make our vision a reality) ***Create an environment that fosters a growth mindset where ALL are inspired to reach their highest potential!***

West Middle believes in ***Servant Leadership...in other words, we lead by serving others!***

How else could we achieve our district mission statement? ***Preparing wise students who master standards, lead by example, and embrace social responsibility?***

WMS Student Data Journal

(Adapted from Hebron Middle School)

MAP Benchmark Assessment Data

Measures of Academic Progress (MAP) tests are unique in that they are adaptive tests taken on a computer. This means that the test becomes more difficult when questions are answered correctly. When questions are answered incorrectly, the test becomes easier. Therefore, each student takes a test specifically created for his or her learning level. West Middle School uses these tests to determine a student's instructional level and measures academic growth from year to year in the areas of reading and mathematics.

	Spring 17 Score	Fall 17 Goal	Fall 17 Score	Winter 17 Goal	Winter 17 Score	Spring 18 Goal	Spring 18 Score
Reading							
Math							
Language							

Kentucky Performance Rating for Educational Progress (K-PREP Assessment)

Senate Bill 1 (SB 1), enacted in the 2009 Kentucky General Assembly, requires a new public school assessment program beginning in the 2011-12 school year. These assessments are collectively named the Kentucky Performance Rating for Educational Progress (K-PREP) tests. The new assessment for grades 3-8 is a blended model built with norm-referenced test (NRT) and criterion-referenced test (CRT) items which consist of multiple-choice, extended-response, and short answer items. The NRT is a purchased test with national norms and the CRT portion is customized for Kentucky. NCS Pearson has been awarded the contract to provide all assessments for grades 3-8 and writing on-demand for high school

	Reading	Mathematics	Writing	Science
6th				
7th				