

**FRANK AUGUSTUS MILLER  
MIDDLE SCHOOL  
2018 - 2019**

**FAMMS  
Macaw Night/Parent Handbook**



**Important! Read & Complete**

Forms included in this handbook must be completely filled out and signed by a parent/guardian, student and returned on **Macaw Night, August 9<sup>th</sup>**  
**3:30 PM to 7:30 PM.**

**17925 Krameria Avenue  
Riverside, California 92504  
951-789-8181**

# School Rules

Macaws...

- Take Care of Yourself
- Take Care of Each Other
- Take Care of the School

**Macaws are....**

1. **Caring**
2. **Connected**
3. **Committed**
4. **Collaborative**

**FRANK AUGUSTUS MILLER  
MIDDLE SCHOOL**

**Macaw Night & Parent Handbook**

Welcome to Frank Augustus Miller Middle School! The first day of school is rapidly approaching! For 7<sup>th</sup> graders, middle school orientation is on Friday, August 10<sup>th</sup> from 7:30 - 10:30 AM (this is the official first day of school for 7th grade) and for all students, 7<sup>th</sup> and 8<sup>th</sup> graders, school begins on Monday, August 13<sup>th</sup> from 7:30 AM – 1:55 PM.

All parents/students are encouraged to attend *Macaw Night* on Thursday, August 9<sup>th</sup>, 3:30 - 7:30 PM to submit the required forms (included in this handbook) in exchange for the student's class schedule and to make optional purchases of PE clothing, yearbook, Chromebook case, and an ASB package.

**Important Tip! Please consider staggering your arrival time to this event to reduce wait time! If everyone arrives at 3:30 PM then expect longer lines and wait time.**

This handbook was created to provide parents with information on starting school and attending the *Macaw Night*. **Please be sure to read the information in this booklet and return completed forms included in this handbook when you attend Macaw Night.**

We look forward to a wonderful year with our parents and students!

Our expectation as a staff is that our students will have a wonderful middle school experience and to learn and grow as a student in preparation for high school and beyond!

Mr. Mark Shaw  
Principal

# Macaw Night Checklist

## What happens during *Macaw Night*?

The doors will open at 3:30 PM and close at 7:30 PM

*Please note: Plan on staggering your start time. Typically the first hour of the event is congested and wait times increase. Our staff will do our best to move the lines rapidly. Your patience is much appreciated!*

◆ All parents and students are encouraged to attend Macaw Night

Bring the following included documents filled out and signed in order to receive students' schedules:

Student Emergency Information

Parent Handbook Notification Receipt

Student Textbook/Chromebook and Contract/Science Safety Standards

Make optional purchases, such as PE clothing, yearbook, Chromebook case and ASB packages.

*Page 7*: Bring the Consolidated Check Writing Form and cash or check for purchasing ONLY (Optional purchases)

**No Credit Cards Accepted**

*Page 9*: PTSA Membership and Information

*Page 15*: Cafeteria Services—If your student may be eligible to receive free or reduced price meals then stop by the cafeteria to complete and/or turn in the application. Applications can be found online at: <https://riversideusd.rocketscanapps.com/default.aspx> or from the Miller website: <http://Miller.riversideunified.org>

Visit all stations on the Macaw Night Event Map

Take a self-guided tour of the campus

**\*\*Reminder: If TDAP (Tetanus, Diphtheria, and Pertussis) immunization records HAVE NOT been turned in to the school, student class schedules MAY NOT be picked up. The office will re-open on Wednesday, August 1<sup>st</sup> from 7:00 AM –3:30 PM to turn in proof of TDAP immunization.**

# ASB Macaw Night Purchase Guide

## **ONE-STOP OPTIONAL PURCHASING:**

For your convenience, there will be one-stop purchasing of optional items that will enable you to write one check for all the items you choose to purchase. A worksheet (Consolidated Check Writing Form-page 7) is included for your convenience.

Items included in one stop-checking will be Associated Student Body (ASB) items such as:

- Chromebook Case
- PE Clothes
- Yearbook
- ASB Shop Riverside Card
- Pre-purchase ASB Events

**CHROMEBOOK CASE:** Cases for student Chromebooks will be available for sale for \$30.00.

## **PHYSICAL EDUCATION:**

PE clothes must be worn by all students. You may choose to purchase (from any source) a t-shirt (gray) and shorts (black/no pockets), plain, without a logo, are acceptable. Purchasing Frank Augustus Miller logo PE clothing at Macaw Night is optional. If you choose to purchase Frank Augustus Miller logo items, please refer to the Consolidated Check Writing Form, on page 7, for pricing.

## **YEARBOOK:**

A school yearbook may be purchased for \$30.00 on Macaw Night only, which includes a FREE personalized cover. Price after Macaw Night is \$40.00. **NOTE: SAVE YOUR RECEIPT!**

## **ASB:**

- Shop Riverside Card \$20
- Pre-pay 3 ASB after-school events \$21 (dates to be announced)
- ASB Gold Package: Includes Chromebook case, yearbook, ASB Shop Riverside Card & ASB Pre-Paid Events \$90 (save \$11)
- ASB Silver Package: Includes yearbook, ASB Shop Riverside card, 3 ASB Pre-Paid Events \$60.00 (save \$11)

# Protect Your Chromebook! Cases on sale at Macaw Night! \$30.00



## **STAY-IN CASE CL100**

- Compact always-on design with outstanding protection.
- Rip-stop Nylon surface on exterior.
- Plastic ring frame surrounds perimeter.
- Reinforced corrugated plastic siding.
- High density foam provides great drop & bump protection.
- Exterior pocket for power cords & accessories.
- Long-lasting commercial quality zippers.
- Durable top handle + removable padded shoulder strap.
- Built-in ID window.

PROTECTION. QUALITY. STYLE.FUNCTION.

# NO CREDIT CARDS ACCEPTED

## CONSOLIDATED CHECK WRITING FORM

### Frank Augustus Miller Middle School

Please complete this form and have cash or check ready for the cashier to expedite processing. Complete a separate form for each student.

**REMINDER:** While PE clothes are mandatory, they do not need to be purchased at Frank Augustus Miller Middle School.

<u>Item</u>	<u>Price</u>	<u>Item</u>	<u>Price</u>
ASB Gold Package \$90.00 <i>(Yearbook, ASB Shop Riverside card &amp; 3 ASB After- School Events*, Chromebook Case)</i> <i>(save \$11)</i>	_____	PE Package \$25.00 <i>(shirt, short, bag)</i> <i>(save \$3.00 )</i>	_____
ASB Silver Package \$60.00 <i>(Yearbook, ASB Shop Riverside Card, 3 ASB After-School Events*)</i> <i>(save \$11)</i>	_____	PE Shirt \$10.00	_____
Yearbook \$30.00  Chromebook Case \$30.00  ASB Shop Riverside Card \$20.00	_____ _____ _____	PE Shorts \$10.00  PE Sweatpants \$15.00	_____ _____ _____
ASB Events \$21.00 <i>(3 ASB after-school events*)</i>  *Does not include PTSA events.	_____	PE Sweatshirt \$15.00  PE Bag \$8.00	_____ _____ _____

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**TOTAL MACAW NIGHT PURCHASE** \_\_\_\_\_

**NAME OF STUDENT** \_\_\_\_\_

**NAME ON CHECK** \_\_\_\_\_ **CHECK #** \_\_\_\_\_

**PLEASE MAKE CHECKS PAYABLE TO:**

**Frank Augustus Miller Middle School or FAMMS**

Please note: Checks will be deposited on the day they are written. There will be a return check charge for Frank A. Miller Middle School for all checks that do not clear. If paying by cash, please try to have the exact change.



Back  
of Consolidate  
Check Writing  
Form to be  
used for  
Macaw Night

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## Frank Augustus Miller Middle School PTSA

**Parent Information  
Come Get Involved!**

**Join our PTSA organization for only \$7.75**

**Enjoy Substantial Benefits.** Individuals and local units can take advantage of a host of benefits from PTSA membership including discounts and offer from member benefits providers and sponsors, magazine subscriptions, leadership training, e-newsletters and much more.

For less than 7 cents a day, parents can become a PTSA member, joining more than 5 million other people who share interests in issues affecting children. Everyone—parents, educators, students and other citizens active in their schools and communities—is invited to join our non-profit parent teacher student association.

We welcome parent and community involvement. The following opportunities are for parents, students, staff and community members to get involved with Frank Augustus Miller Middle School.

### PTSA

PTSA Meetings will be held one Thursday of each month at 12:30 PM

September 13, 2018	December 13, 2018	March 14, 2019
October 11, 2018	January 10, 2019	April 18, 2019
November 8, 2018	February 14, 2019	May 9, 2019

### **FAMMS PTSA is responsible for the Programs and Activities:**

Miller Pillar Awards	Staff Appreciation	Red Ribbon Week
8 <sup>th</sup> Grade Picnic	Back to School Dance	7 <sup>th</sup> Grade Assembly

### **Ways to help PTSA:**

Want to be involved? PTSA is always looking for volunteers to help with school activities/programs. If interested, please contact Vanessa Hernandez at: fammsptsa@yahoo.com

We all work hard every day and sometimes don't have time to volunteer at school. You would be surprised to know that you can still help your school just by shopping! If you shop at Ralph's, Box Tops, or Target all you need to do is designate Frank Augustus Miller Middle School as your school. They will donate a percentage of your purchases to the school! See the activities page on FAMMS website for more information on these and other opportunities to contribute. Please see the FAMMS website for a complete listing of the PTSA events and programs.

### **PTSA will be offering:**

Miller Sweatshirt	T-Shirts	Miller Bling Shirt
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**Prices start at \$15.00 and up**

**PTSA Membership \$7.75 (make check payable to FAMMS PTSA)**

*On Sale at Macaw Night/Registration and throughout the year. Order forms will be sent home with students the first week of school. Look for our BEST DEAL at Macaw Night.*

# **SCHOOL INFORMATION**

**Office Hours 7:00 AM - 3:30 PM**

## **Administration**

Position	Name	Phone Ext.
Principal	Mr. Mark Shaw	57101
Assistant Principal	Ms. Mere Jorin	57103
Counselor, 7th Grade	Mrs. Elizabeth Sanchez	57034
Counselor, 8th Grade	Ms. Erin Tavaglione	57117
Student Assistance Counselor	Mrs. Katrina Ramos	57113

## **Office Staff Useful Web Sites**

Position	Name	Phone Ext.
Principal Secretary	Liz Romero	57101
Asst. Principal Secretary	Diane Lower	57103
Technology, Aeries Support	Susannah Balice	57020
Registrar	Heidi Ricciardi	57146
Attendance Assistant	Terry Mirizo	57141
Office Assistant	Tricia Innes	57144
Health Assistant	Bernice Crothers	57125
Campus Supervisor	Veronica Enriquez	57118
Campus Supervisor	Sandy Nichols	57149
Campus Supervisor	Peter Siy	57132
Librarian	Yvonne Weinstein	57116
Library Assistant	Samantha Ezakovich	57116

FAMMS	<a href="http://miller.riversideunified.org">miller.riversideunified.org</a>
RUSD	<a href="http://riversideunified.org">riversideunified.org</a>
PowerSchool-Haiku	<a href="http://www.rusdlearns.net">www.rusdlearns.net</a>
FAMMS Facebook	<a href="http://www.facebook.com/fammsmacaws">www.facebook.com/fammsmacaws</a>

# Class Schedule Information

As part of a comprehensive guidance curriculum, the FAMMS Guidance Department strives to provide an appropriate and individual course of study designed to meet the needs of each student. Due to the advance curriculum planning and staffing required to meet student needs as indicated during registration, the Guidance Department will attempt to honor requests for course changes based upon one or more of the criteria listed below.

- Student schedule reflects missing periods or double scheduled periods.
- Student does not meet the pre-requisite for the course.
- Student qualifies for and enters a special program, for example, Special Education or GATE.
- Student requires a course level change (i.e. Honors to Regular).

**Note: We will not adjust schedules based upon lunch time and/or specific teacher requests. Thank you!**

If you have any concerns as described above, a counselor will be available during *Macaw Night*.



## **Contacts For Teachers/Homework**

Our staff email and phone extensions are available on the FAMMS website: **Miller.riversideunified.org**. The Frank Augustus Miller Middle School phone number is 951-789-8181.

Many teachers post their assignments, standards, and projects on PowerSchool-Haiku. Information on how to log onto PowerSchool-Haiku can be found on the school website and in the student planner.

Please do not hesitate to contact our staff if you have a question, need clarification, or have a concern. Thank you!

## **Back To School Night**

**Our Annual Back to School Night will be held on  
Thursday, August 23<sup>rd</sup>, from 5:15 - 7:30 PM.**

Traditionally Back to School Night is for parents only. On this night, parents will follow their student's schedule, visiting each classroom. It is an opportunity to meet teachers, experience a student day and receive an overview of each class. Extra parking will be available on the basketball courts behind the school. **See you there!**

## **Textbook and Chromebook Checkout**

Textbooks and Chromebook devices will be checked out to students throughout the first two weeks of school (one to two textbooks per day).

## **Picture Day**

Picture Day is scheduled for Tuesday, August 21<sup>st</sup>. Photographs are taken through student's PE class.

## **Temporary Student ID Card**

Students will receive a temporary student identification card (ID). Students will need to carry this ID to school each day to check out textbooks.

## **Permanent Student ID Card**

A Permanent Student ID card includes a photograph of the student as well as a list of items purchased such as a yearbook and an ASB package. Permanent Student IDs will be distributed after Picture Day processing.

# BELL SCHEDULE

M, T, Th, F

<u>Period</u>	<u>Time</u>
1	7:30 - 8:20
2	8:24 - 9:14
3	9:18 - 10:08
4	10:12 – 11:02
5A	11:06 – 11:56
2 <sup>nd</sup> Lunch	11:56 – 12:31
or	
1 <sup>st</sup> Lunch	11:02 – 11:37
5B	11:41 – 12:31
6	12:35 – 1:25
7	1:29 – 1:55

(announcements, silent reading and clubs)

## Wednesday, Planning Days (Early Release, 12:07 PM)

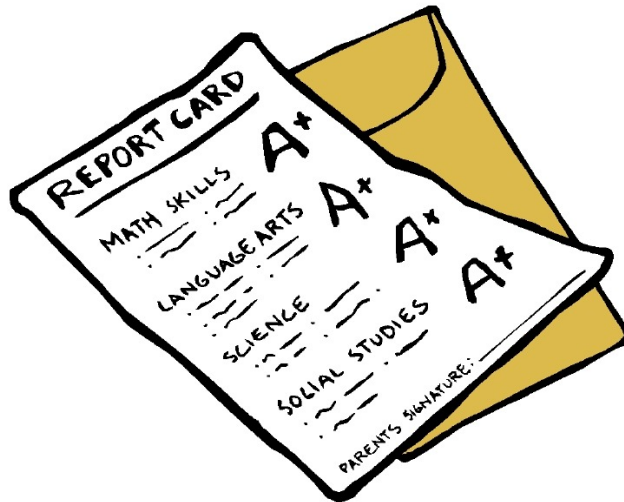
**Every Wednesday, FAMMS will release at 12:05 PM to allow for teacher planning.** Please calendar for all Wednesdays this school year.

<u>Period</u>	<u>Time</u>
1	7:30 – 8:07
2	8:11 – 8:48
3	8:52 – 9:29
4	9:33 – 10:10
5A	10:14 – 10:51
2 <sup>nd</sup> Lunch	10:51 – 11:26
or	
1 <sup>st</sup> Lunch	10:10 – 10:45
5B	10:49 – 11:26
6	11:30 – 12:07
Optional 7 <sup>th</sup>	12:11 – 1:05

# FAMMS Progress Report Schedule 2018 - 2019

RUSD Mid-Quarter Progress Reports and Report Cards  
will be mailed home on the following dates:

	1 <sup>st</sup> Quarter	1st Semester	3 <sup>rd</sup> Quarter	2nd Semester
<b>Progress Reports</b>	Week of 9/17/18	Week of 11/12/18	Week of 2/18/19	Week of 4/29/19
<b>Report Cards</b>	Week of 10/22/18	Week of 1/14/19	Week of 4/8/19	Week of 6/3/19



# Cafeteria News

We serve a nutritious breakfast every morning beginning at 7:00 AM for \$1.50. Help your student get a “Smart Start” for the whole day! The price for a cafeteria lunch is \$3.25.

## Pre-Payment Options

Please take advantage of the TWO options to prepay your student’s meal accounts. Prepaid meal accounts help the lunch lines go faster and gives students more time to eat and relax. It also gives parents the peace of mind of not having to worry about looking for lunch money every day or worry that it might get lost, stolen or used for things other than lunch.

- 1) Prepay online at [www.paypams.com](http://www.paypams.com) and use your bank account or credit card.
- 2) Prepay with cash or check and bring money in person or send the money with your student.

Deposits should be brought to the cafeteria; make sure that the student’s name is on the check. This is important, especially if the last name on the check is different than the student’s name. This money is put in their lunch account and can only be used for one breakfast and one lunch per day and may not be used for snacks or ala carte foods. Students will be told when their account is running low. **Parents may set-up this account on *Macaw Night*. Simply write a check to RUSD Nutritional Services, place it in an envelope and bring it on *Macaw Night*.**

## Meal Eligibility Breakfast and Lunch

If a student was eligible to receive free or reduced price meals at the end of June 2018, they will remain eligible until the end of September 2018 only. However, each year a new application MUST be completed. The new 2018-2019 meal applications may be completed online on the RUSD Nutrition Services website or Miller website,

<https://riversideusd.rocketscanapps.com/default.aspx>

(Plan on at least two weeks to process applications.) For further information visit the district website at [riversideunified.org](http://riversideunified.org).

## School Hours

**School hours are 7:30 AM—1:55 PM.** The school will open for students to eat breakfast or to come on campus 30 minutes prior to starting time. There will be no supervision prior to 7:00 AM or after 2:30 PM. Students must be picked up from school by 2:15 PM, unless involved in a supervised after-school activity. Thank you!

Every **Wednesday** is early release day and students will be released at **12:05 PM**. Students must be picked up from school by 12:25 PM, unless involved in a supervised after-school activity. Thank you!

## School Mailing

Quarterly progress reports, report cards, and other school mailings are mailed home to the address that is on file with the school to ensure that parents receive important information.

### Address Changes

Have you moved or are you going to move? If so, RUSD requires two utility bills as proof of residence. Please bring an electric and gas or water bill to our office within 30 days of a move. If you have any questions or need more information, please do not hesitate to call our office at 951-789-8181 ext. 57141-Attendance.

## Internet Access/Acceptable Use Form

All digital devices used on campus have open access to RUSD Internet (WiFi). Parents should sign the Acceptable Use portion on the RUSD School Information for Students and Parents Handbook 2018-19. The handbook can be downloaded from the district website: [riversideunified.org](http://riversideunified.org). **The form is included in this booklet for you to bring on Macaw Night.**

The student's account will be locked, if the parent does **NOT** give permission for internet use.



# RUSD Middle School Promotion Ceremony Criteria



Middle school students must pass a specific number of classes in order to participate in the middle school promotion ceremony. On April 19, 2011, Riverside Unified School District approved the following criteria for middle school promotion ceremony participation:

1. Middle schools are on a semester calendar.
2. Students are required to pass 83% of their classes during their 2 years in middle school (20 out of 24 classes or 100 out of 120 credits attempted) in order to participate in the promotion ceremony.
4. Passing a class is defined as earning a semester grade of 'A, B, C, or D'.
5. Students receiving an 'F' semester grade will be allowed the opportunity to remain eligible for the promotion ceremony by passing the failed class with a 'C' or better grade the following semester.
6. A 7<sup>th</sup> grade student who earned an 'F' in math or language arts may remain eligible for the promotion ceremony participation by earning a proficient or advanced score on the State Test in math or language arts. This option is available only to 7<sup>th</sup> graders, because scores are not reported by California until August.
7. Students entering a middle school after the start of the school year will be required to pass five out of six possible classes taken for the full semester (s) they attend the RUSD middle school to participate in the promotion ceremony.
8. If a student is considered in jeopardy of not participating in the promotion ceremony, an Individual Promotion Plan (IPP) may be completed by a designated school representative, student, and parent. The goal of the IPP is to identify a plan of action that will be taken by all stakeholders to assure the student's participation in the promotion ceremony.

The purpose of the middle school promotion ceremony criteria is founded on two tenets. RUSD seeks to:

- Motivate every middle school student to pass all classes.
- Prepare every middle school student for the rigor of high school, college, and career.

# End of the Year 8<sup>th</sup> Grade Activities

## Participation Criteria

At the end of each school year, FAMMS offers three special activities for students promoting to high school: the 8<sup>th</sup> grade picnic, 8<sup>th</sup> grade dance, and the promotion ceremony. Each of these activities offers students a fun, free, and safe way to spend time with friends commemorating their final year at FAMMS.

**Picnic:** All eligible 8<sup>th</sup> grade students may spend the day off-campus and have the opportunity to participate in a variety of activities. This event is sponsored by the PTSA, all costs are covered and lunch, snacks, and drinks are provided to students.

**Dance:** The 8<sup>th</sup> grade dance is an evening event at FAMMS. This semi-formal dance is an exciting culminating activity for all eligible 8<sup>th</sup> grade students. There is no admission charge and refreshments are provided to students at this event.

**Promotion Ceremony:** The promotion ceremony is scheduled for the morning of the last day of school on the FAMMS field. The ceremony takes approximately one hour. During this time each promoting student will receive a certificate.

**Eligibility for 8<sup>th</sup> Grade Activities:** Information with final dates and additional details for each activity will be provided closer to the scheduled dates. However, we want to inform parents well in advance of the requirements for students to attend. In order to remain eligible for participation in each of these activities, students must be in good standing with regards to discipline and grades and must meet promotion requirements. The infractions that can put a student in jeopardy of losing their 8<sup>th</sup> grade activity privileges are outlined below.

### **Participation Criteria:**

- Students MUST meet the RUSD Middle School Promotion Ceremony Criteria and pass 20 of 24 classes over the course of middle school. Students not meeting promotion criteria will not be allowed to attend the 8<sup>th</sup> grade picnic and 8<sup>th</sup> grade dance:
  - Any suspension during the school year for drugs/alcohol/tobacco.
  - Must not accumulate more than 6 total days of suspension during the school year.
  - Any suspension or STOP referral that occurs after spring break.
  - More than two non-academic Saturday Schools that occur after spring break.
  - Students must have a “real time” GPA of 2.0 or higher by one week prior to the date of the first activity.

\*The final decision on eligibility for participation in each activity is left to the discretion of administration.

# Student Code of Conduct

## *Important Information for Students and Parents*

Students at Frank Augustus Miller Middle School are expected to be aware of and accept personal responsibility in the following areas:

### **Forbidden or Illegal Activities**

- Use, sale or possession of alcohol, drugs or related paraphernalia
- Smoking or possession of tobacco products, including e-cigarettes
- Possession of any type of weapon including necklaces, chains, rings, and other jewelry that could be used as a weapon. This also includes possession of real or replica weapons or explosive devices
- Possession of inappropriate printed material that depicts vulgar, sexually suggestive, racist or violent subject matter
- Possession of matches, lighters or other incendiary devices
- Possession of inappropriate devices, toys or materials not intended for relevant educational purposes
- Fighting or instigation of an altercation
- Food or drink in classrooms or other non-food service areas
- Hazing
- Inappropriate display of affection
- Defiance of authority
- Possession of illegal advertisements (party flyers, etc.)
- Forgery or cheating
- Use of obscene language or profanity
- Gambling or possession of cards, dice or other gambling paraphernalia
- Being off campus during the school day without written authorization
- Disruptive classroom or campus behavior
- Sexual harassment
- Possession of spray paint or permanent marking pens
- Defacing or destruction of school property
- Violation of school dress code
- Plagiarism of any type

### **Jurisdiction**

The middle school has the obligation to enforce the rules and regulations and to act on a violation at any school activity at any time including but not limited to:

- While on school grounds
- While going to or returning from school
- During or while going to or coming from any school-sponsored activity, both on and off campus
- During lunch period

## **District Regulations for Drugs, Alcohol, and Tobacco**

Riverside Unified School District has adopted strict policies toward drugs and alcohol. Possession, use, furnishing, selling, or transporting for sale of drugs and alcoholic beverages, controlled substances, or look-alike substances is against district and state rules and regulations. Consequences are as follows:

*Possession or use of drugs, alcoholic beverages, or intoxicants of any kind:*

- First offense – 5 day suspension
- Second offense – recommendation for expulsion

*Furnishing, selling or transporting drugs, alcoholic beverages, or intoxicants:*

- First offense – 5 day suspension and recommendation for expulsion

*Brandishing a knife or possession of firearms:*

- First Offense - 5 day suspension and recommendation for expulsion

*Vandalism/Tagging is a criminal offense. Parents/legal guardians are financially liable; and if school property is tagged/vandalized the student may be suspended and/or expelled.*

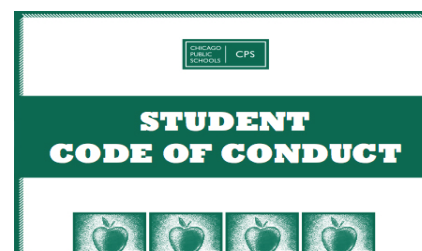
*Possession or use of nicotine products*

- First offense – 3 day suspension
- Second offense – 5 day suspension

## **Mandated Recommendation for Expulsion**

Any student who has committed any of the following violations while under school jurisdiction shall be immediately suspended and could face possibility of expulsion for one calendar year. This expulsion is effective in all schools in the district and in the State of California.

- Firearm: Possessed, sold, or otherwise furnished a firearm
- Brandishing a Knife at another person: As defined in this section, knife means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing; a weapon with a blade longer than 3½ inches; a folding knife with a blade that locks into place or a razor with an unguarded blade.
- Unlawfully selling a controlled substance.
- Committing or attempting to commit sexual assault or committing sexual battery.
- Possession of an explosive



## **Intentional Harassment**

Intentional harassment is defined as threats or intimidation directed against students or group of students that is sufficiently severe or pervasive that it materially disrupts class work, creates disorder, and invades the rights of that student or a group of students. Students are subject to suspension and/or expulsion for harassment when other means of correction have failed to bring about proper conduct or if the student's presence causes a continuing danger to physical safety or threaten to disrupt the education process.

**FAMMS Dress Code:** Frank Augustus Miller is a teaching and learning institution. Students are expected to wear clothing which is appropriate for school and school sponsored activities. This means that clothing shall be decent, distraction free, free of any intimidation factor, and free of advertising items that students are forbidden to buy or have in their possession. **If a student violates the dress code, the student will be asked to change his/her clothing at the school into loaners or PE clothes and the parent may be called. The dress code will be strictly enforced.**

- Strapless or only one strap over the shoulder, spaghetti straps, low plunging necklines or midriff baring tops may NOT be worn at school. Undergarments should not show.
- Tops are considered too short if the skin shows as the student sits, walks, or engages in usual activities. No midriff skin should be exposed when the student raises his/her arms above his/her head.
- No tank tops with large arm holes for boys or girls that show the chest or stomach area.
- Shorts must be mid-thigh in length.
- No sagging, baggy, tight or revealing pants/pajama bottom. All pants should fit on or above the hip bone without being belted or otherwise altered. If the pants begin to slide without a belt, they are too big.
- No inappropriate signs, symbols, pictures or words.

*(Examples of inappropriate symbols: alcohol, tobacco and drug related materials, pictures or words about weapons, references to sexual or illegal acts).*

- No clothing that refers to, in any way, any gang, group or idea that may intimidate or offend another student on the basis of race, gender, religion or sexual orientation.

- No bandanas (worn anywhere on the body).
- No studded jewelry or clothing; no spike earrings.
- No wallet chains or other potentially harmful accessories.
- Hats/beanies may be worn outside and must be removed when indoors. Hats with bills must be worn with the bill facing forward.
- Shoes must be worn at all times. Slippers are not permitted.

**Administration will make the determination as to what is disruptive or immodest on campus. Student dress code offenders will be sent to the office to arrange for a change of clothes and/or disciplinary actions.**

Consequences for violation of the dress code may include, but are not limited to a change of clothing.

- \*Detention and parent contact
- \*Saturday school and parent contact
- \*Suspension

### **Do Not Bring These Items to Frank Augustus Miller:**

- Weapons and replica weapons.
- Illegal substances and paraphernalia including but not limited to alcohol, drugs, tobacco products and vape products.
- No valuables or large amounts of money – **Frank Augustus Miller staff cannot be responsible for any lost or stolen items.**
- Food or drink items may not be brought to school for the purpose of sharing or selling. The only food or drink that students may have at school is for their own lunch or snack.
- A parent/guardian may not deliver lunch for anyone other than their own child.
- Permanent markers are not allowed on campus.
- No gum on campus.



# Incident For Suspension

Education Code 48900

- a.1 Caused, attempted to cause, or threatened to cause physical injury to another person. \*
  - a.2 Willfully used force or violence upon the person of another, except in self-defense. \*
  - b. Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object. \*
  - c. Unlawfully possessed, used, sold or otherwise furnished, or been under the influence of a controlled substance. \*
  - d. Unlawfully offered, arranged or negotiated to sell a controlled substance, alcoholic beverage, or intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person an imitation. \*
  - e. Committed or attempted to commit robbery or extortion.
  - f. Caused or attempted to cause damage to school property or private property. \*
  - g. Stole or attempted to steal school property or private property. \*
  - h. Possessed or used tobacco or products containing tobacco or nicotine products.
  - i. Committed an obscene act or engaged in habitual profanity or vulgarity.
  - j. Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia.
  - k. Disrupted school activities, or otherwise willfully defied the valid authority of school personnel.
  - l. Knowingly received stolen school property or private property.
  - m. Possessed an imitation firearm.
  - n. Committed or attempted to commit a sexual assault, or sexual battery.
  - o. Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding.
  - p. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
  - q. Engaged in, or attempted to engage in, hazing.
  - r. Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
  - t. Aided or abetted the infliction of physical injury to another person.
- 48900.2 Committed sexual harassment. (Grades 4-12 only)
- 48900.3 Caused, attempted to cause, threatened to cause or participated in an act of, hate violence. (Grades 4-12 only)
- 48900.4 Intentionally harassed, threatened, or intimidated, creating a hostile educational environment. (Grades 4-12 only)
- 48900.7 Made terrorist threats against school officials and/or school property (Grades 4-12 only)

Report **MUST** be filed. **(1)** Indicates Law Enforcement notification only when serious injury. **(2)** Indicates Law Enforcement only if deadly weapon, fixed blade knife, open blade, or knife blade is > 2

# Student Mobile Device Contract

## **Access to Student Mobile Devices**

- The term “student mobile device” refers to devices, batteries, and power cord/charger.
- Like textbooks, student mobile devices are considered to be essential learning tools.
- Student mobile devices are on loan to students and remain the property of RUSD.
- All student mobile devices are labeled with an RUSD barcode label. This label **MUST NOT** be removed. Students may be charged a fine up to the replacement cost of the device for tampering with this label.
- The student to whom the mobile device is checked out is responsible for appropriate use of the device at all times. This means that if others use the student device to break the rules, the student may still be held responsible.
- Students are expected to keep the mobile devices in good condition. Failure to do so may result in bills for repair or replacement.
- Students are expected to report any damage to their student mobile devices as soon as possible. This means no later than the next school day.

## **Content and Privacy**

- All users are accountable to all school, district, local, state, and federal laws.
- All data stored on student mobile devices, the RUSD network, and Google Apps servers are property of RUSD and may be subject to review and monitoring at any time.
- Additional user accounts created on the student mobile device are subject to the same terms and conditions as the assigned student user.
- Students are expected to notify a school staff member immediately if they come across information, images, or messages that are inappropriate, dangerous, threatening, or make them feel uncomfortable.
- Students who identify or know about a security problem are expected to convey the details to school staff.

## **General Policies**

- All students are allowed access to mobile student devices and electronic resources unless the school is notified in writing by the parent/guardian.
- All users of the RUSD network and equipment must comply at all times with the Riverside Unified School District board approved Acceptable Use Policy.
- All users are accountable to all school, district, local, state, & federal laws.
- Failure to comply with these terms may result in disciplinary action and the confiscation of the student mobile device.
- Damages will be assessed when the Chromebooks are returned and fines will be charged for any applicable damages.



## **Bring Your Own Device Policy**

Miller Middle School participates in the RUSD Bring Your Own Device policy. This policy allows each student to bring a personal technology device to school each day. Please read through the Frequently Asked Questions below to discover more about Miller's policy.

### ***Doesn't Miller already provide individual devices for every student?***

Yes, Miller does provide devices and will continue to provide devices.

However, many parents have requested to opt out of the Miller device program and to allow students to bring their own device from home.

### ***Why would a parent provide a device from home if the school continues to provide devices?***

Students are more likely to take care of a device brought from home.

They are less likely to lose their personal device. They treat personal devices with more care and are less likely to break something their parents have purchased.

Some parents prefer to select the devices the students will use each day.

If a device is broken, lost, or stolen parents will not receive a bill from the school. Many times personal devices brought to school cost less than the school provided device.

### ***What types of devices are allowed?***

Personal devices can include a tablet, laptop or Chromebook. ***Cell phones are not an acceptable device used in our classrooms.*** From the perspective of affordability, Chromebooks are effective devices and are easily integrated into our school program and have shown to be reliable and durable devices.

### ***What are the hardware and software considerations?***

Devices that are brought to school need to be able to connect to the school's wireless network. Additionally, devices need to have storage capability of at least 8GB. No additional software is needed. Miller MS uses Google Docs to store student work. This is a web based system.

### ***Who is responsible for the device students bring?***

The personal devices will be purchased by and remain the property of the family. Students are responsible for their personal device at all times. Miller staff is not able to support or repair the personal devices. Families must stress the responsibilities their children have when bringing their own devices to school. Miller is not able to search personal property for lost or stolen devices nor is there any assumption of financial responsibility by Miller for damaged, lost or stolen devices.

*\*Please note this is on the form that you will submit on Macaw Night, this is the parent copy.*

# Student Textbook Contract

*Please read the following information carefully and sign below.  
You are now responsible for \$100s in textbooks!*

**Please read below.** By checking out these textbooks it is now your responsibility to return them in good condition. If you lose or damage them you must pay to replace them. Most textbooks cost more than \$70 each.

## PLEASE:

- Write your name in them right away.
- Do not leave them in classrooms, or with your friends. They are likely to disappear or be damaged by someone else. You are responsible for all damage even when not in your possession.
- Your teachers are not responsible for your books. Look through your books and return any that have existing damage right away. We will make a note of it or issue you a new book. Without the notation you may be held responsible for all prior damage at the end of the school year.



## NOTE:

- Do not attach book covers with tape
- Do not use sticky book covers
- Do not write in your books (*except to write your name on the inside front cover*).
- Fines will be applied for books which have damage to the cover or pages. Fines will also be applied for torn pages or writing in the book. Liquid damage usually results in the health hazard of mold and requires a fee of the full cost of the book for replacement. (Don't leave the book in the rain, or carry it in your backpack alongside a container of juice or water...) All books are to be returned at the end of the school year or when a student transfers to another school.

I acknowledge that my son/daughter and I have read the above information and will keep the textbooks in good condition. I also acknowledge that a fine will be assessed for lost or damaged textbooks.

*\*Please note this is on the form that you will submit on Macaw Day, this is the parent copy.*

## SCIENCE SAFETY

Science is a hands-on class. Safety in the science classroom is the #1 priority for students, teachers, and parents. To ensure a safe science classroom, a list of rules has been developed and provided to you in this student safety contract. **Additional safety instructions will be given for each lab.**

1. Follow all written and verbal directions carefully. Ask questions if you do not understand the directions.
2. No horseplay! Appropriate behavior and use of equipment is required at all times.
3. Do not touch anything in a science room until instructed to do so.
4. Eating, drinking, and chewing gum is not allowed. Never taste or smell anything during a lab unless told to do so.
5. Wear goggles when indicated – No Exceptions to this Rule!
6. Keep area clean and neat. Keep aisles clear – push chairs in when not in use.
7. Perform only those experiments authorized by the teacher.
8. Learn where the safety equipment is located (fire blankets, extinguishers, & eyewash) and learn how to use it. Know where exits are located and what to do in the case of a fire drill.
9. Dress properly – long hair must be tied back, no dangling jewelry or loose or baggy clothing.
10. Accidents happen-Report all accidents and/or injuries to your teacher immediately.
11. Clean, rinse, & wipe dry all work surfaces and equipment at the end of the lab. Return all equipment to its proper place. Follow directions for the disposal of lab materials.
12. Keep hands away from face, eyes, mouth, & body when using chemicals, preserved specimens, plants, or animals. Wash hands with soap & water after cleanup is done.

**\*No system of rules can provide for every situation.**

## SCIENCE SAFETY AGREEMENT

I have read & agree to follow all of the safety rules set forth in this contract. I realize that I must obey these rules to insure my own safety, & that of my fellow students & teachers. I am aware that any violation of this safety contract may result in being removed from the lab, detention, and/or further disciplinary action.

Dear Parent/Guardian, We feel that you should be informed regarding the school's effort to create & maintain a safe science class/lab environment. Please read the list of safety rules. No student will be permitted to perform lab activities unless this contract is signed by both the student and parent/guardian and is on file with the teacher. Your signature on this contract indicates that you have read this Student Safety Contract & are aware of the safety measures taken in the science classroom.

*\*Please note this is on the form that parents will submit on Macaw Night, this is the parent copy.*

# ***California's Compulsory Attendance Law***

Students need to be in school every day to receive the best possible education. Absenteeism is very costly, causes long-term problems for students, schools and our community. *California's Compulsory Attendance Law* requires every person between the ages of 6 and 18 years of age to attend school full time everyday, unless the student has been legally exempted or has graduated from high school.

**California's Attendance Law requires parents/guardians to verify all student absences by either a note or telephone call to the school within 3 days of the student's return to school. This verification shall include:**

1. The student's full name
2. The date (s) of absence
3. The specific reason for the absence
4. The name and relationship of the person providing the information
5. The date when the verification was made

It is very important that parents/guardians understand that the reason provided for the absence either orally or in a written note, only provides the reason for the absence and that this information does not in and of itself excuse the absence. Only authorized district personnel determine if an absence shall be considered to be excused or unexcused. **If a student is absent for any of the following reasons, school personnel may determine the absence to be excused:**

- Illness or injury to the student (**Not to exceed 10 days per school year** without a physician's note per RUSD Administrative Regulation 5113). **Any excess of 10 absences or more in the school year without verification by a physician's note or authorized school personnel will be considered unexcused absences.**
- Medical, dental, optometric, or chiropractic appointments for the student verified by a doctor's note or authorized designee.
- Attendance at a funeral for a member of the student's immediate family.
- Evidence of head lice. (Re-examination by a school nurse or authorized school personnel within 24 hours after the date indicated on the Health Treatment Agreement form required for lice.) Any absences after failing to follow this procedure will be considered unexcused.

Students who are absent for excusable reasons, as listed above, are not penalized under the Compulsory Attendance Law. However, students who accumulate unexcused absences are subject to discipline. **A student who has been determined to be a truant, or who is irregular in attendance, or who is habitually insubordinate or disorderly at school, may be referred to the School Attendance Review Board (SARB)** The student may also be involuntarily transferred to an alternative school program. In addition, students who exhibit poor attendance can be referred to attend school on the weekends at a Saturday School. In severe cases, a student and his/her parent/guardian may be referred to the District Attorney for prosecution for failure to attend school.

Parents have the right to meet with the appropriate school administrator or counselor to discuss alternative placement or solutions to your student's attendance problems. It is our sincere hope that actions and resources can be found to ensure your child's regular attendance and success in school.



**FRANK AUGUSTUS MILLER MIDDLE SCHOOL**  
**TARDY POLICY**

**Students arriving after 7:30 AM should report directly to the attendance outside windows.**

Unexcused tardies to school will have the following consequences:

1st Tardy	Warning
2nd - 4th Tardy	Lunch detention
5th Tardy & over	Referral/Saturday School

**TRUANCY CONSEQUENCES**

A student is considered truant from a class when he/she is physically out of the class without permission or a pass.

**Period truancies will have the following consequences:**

1 Period	Sat./Wed. school/phone call to parent or guardian
2 or more	Administration decision/phone call to parent or guardian

**If absences are not cleared within 3 days, student may be assigned Saturday School and parent may receive a District truancy letter.**

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**Attendance Matters!**

Research shows that having consistent attendance at school positions a student to achieve academically in a great and powerful way. Please make every effort to send your child to school daily.

If possible, schedule medical/dental appointments after school hours. Wednesday afternoons is a great time to schedule appointments. If your child is absent, it is important to clear absences with a parent note or a phone call to the attendance office.

Chronic Absence is absence from school for 10% or more of the number of school days a student has attended. If children don't show up for school regularly, they miss out on fundamental skills and the chance to build a habit of good attendance that will carry them into college and careers. Preliminary data from a California study found that children who were chronically absent in kindergarten and 1<sup>st</sup> grade were far less likely to read proficiently at the end of 3<sup>rd</sup> grade. Students in grades 4-12 who are chronically absent are much more likely to fail their classes and drop out of school. Please make every effort to assure your child is in school every day!



**Riverside Unified School District**  
**Acceptable Use Policy for Student of Technology Resources**  
(Based on Rules and Regulations #6163.4)

The handbook is located at: <http://riversideunified.org>.

Riverside Unified School District (RUSD or District) is pleased to offer students access to district computers, communications systems (email, web sites, smart phones, blogging, podcasting and/or other emerging technologies), the Internet and an array of technology resources to promote educational excellence and innovation. While using District and personal technology resources on or near school property, in school vehicles and buses, at school-sponsored activities, as well as using district technology resources via off-campus remote access, each student must act in an appropriate manner consistent with school, district, and legal guidelines. It is the joint responsibility of school personnel and the parent or guardian of each student to educate the student about his/her responsibilities and to establish expectations when using technology.

Access to RUSD technology resources is provided to students who agree to act in a considerate and responsible manner. Prior to being allowed access to the Internet at school or through technology resources provided through RUSD, students and their parents must sign the RUSD Acceptable Use Consent Form acknowledging their responsibilities. Students must comply with RUSD standards and honor this agreement to be permitted the use of RUSD technology.

RUSD technology resources are provided to students to conduct research, access curriculum resources, enhance parent involvement, complete assignments, and communicate with others in furtherance of their education. Access is a privilege, not a right; as such, general rules of school behavior apply. Just as students are responsible for good behavior in a classroom or on school grounds, they must also be responsible when using school computer networks or personal technologies.

**If a student violates any of these rules, his/her use shall be terminated and future access may be denied. Disciplinary action may also result.** If possible criminal activity is discovered; the proper law enforcement authorities will be notified. Disciplinary action for students shall be in accordance with existing discipline policies and may include suspension or expulsion in accordance with the laws of the State of California and RUSD policy.

1. RUSD technology resources shall be only used to access educational information and to promote learning activities both at school and home, including the facilitation of communication between the home and school.
2. Students shall not load personal software or programs on District computers nor shall they download programs from the Internet without the approval of their instructor.
3. Virtual and physical vandalism shall not be tolerated. Any intentional act by a student that damages or interferes with performance of District technology hardware, software, operating systems, communication systems, will be considered vandalism and will be subject to school discipline and/or appropriate criminal or civil action.
4. Not all access to the Internet can be supervised. Students agree not to send, access, submit, publish, display or print over the Internet or RUSD network, or using RUSD technology resources, any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, offensive or illegal material. Cyber bullying is specifically prohibited. It shall be the student's responsibility to report the inappropriate use, web site, or communication to the student's teacher or other staff member.
5. The use of RUSD technology resources is not private; students should not expect that files stored on or transmitted via the District's resources will be confidential. All digital transmissions are subject to inspection and/or monitoring by District employees and other officials. Digital storage is RUSD property, and as such, network administrators will review files and communications to maintain system integrity and ensure that students are using technology responsibly.
6. RUSD denies any responsibility for the accuracy of information obtained from the Internet or on-line resources.
7. RUSD makes no warranties of any kind, expressed or implied, for the technology resources it provides to students.
8. Copyright ©, Trademark <sup>TM</sup> and/or Registered ® laws must be adhered to at all times. All materials from the Internet and other digital resources, including graphics, which are used in student projects or reports, must be properly cited. Copyrighted, Trademarked or Registered materials may not be placed on the Internet without the permission of the author.
9. Students shall not post or transmit their own or other's personal information such as home addresses, telephone numbers, last names, photos or other personal identifying information.
10. The use of District technology resources may involve the use of a password, network access code or other identifying or validating



code. Such passwords and codes are to protected as private information provided to the individual user for their sole purpose. Such passwords and codes shall not be disclosed by the student to others.

11. Students shall not use District technology resources to conduct for-profit business activities or to engage in religious activities. Students shall not use District technology resources for advertising, promotion commercial purposes or similar objectives, including the purchase of any items or services.
12. Students may bring personal technology, including computers, smart phones, network access devices, or other electronic signaling devices to school provided that such technology is used for instructional purposes. Students shall abide by the instructions provided by teachers and other school staff in the use of such personal technologies. Access to the Internet or other District communication systems from personal technology is limited to wireless access points on the school campuses or other access devices away from school. Access to the Internet or other District communication systems from personal technology is not available via hardwire connections.

### **Consequences of Misuse and/or Violation of the Provisions of this Agreement**

Misuse of personal or District and personal technology resources on or near school property, in school vehicles and buses, at school-sponsored activities, as well as using district technology resources via off-campus remote access, may result in disciplinary action up to and including expulsion from the schools of the District. This Agreement shall be used in conjunction with RUSD Board of Education policies, California Education Code, and other local, state and federal laws and regulations governing the applicable matter.

Students, parents and guardians should recognize that the nature of the use of District technology resources extends outside of the school itself and into off-campus remote locations such as homes. The District's jurisdiction to enforce student behavior and discipline policies and rules shall apply whether the misuse or violation is at school or away from school as long as the District's technology resources are being used in the inappropriate behavior.

January 19, 2010

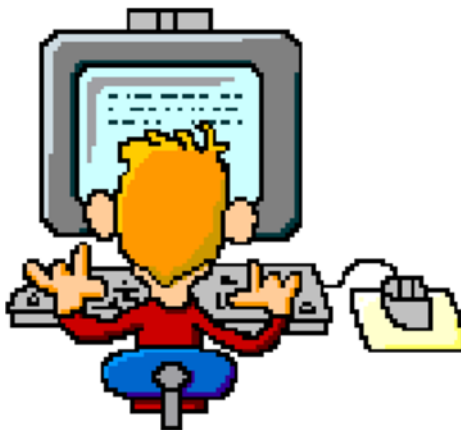
## Limitation of Liability

*Riverside Unified School District shall not be responsible for any damages suffered by the student, including those arising from non-deliveries, misdeliveries, service interruptions, unauthorized use, loss of data, and exposure to potentially harmful or inappropriate material or people. Use of any information obtained via the Internet or communications technologies is at the student's own risk. Riverside Unified School District specifically denies any responsibility for the accuracy or quality of information obtained through the Internet. The District assumes no liability for personal technology, including computers, smart phones, network access devices, or other electronic signaling devices, if such devices are damaged, lost or stolen. The student and his/her parent/guardian shall indemnify and hold Riverside Unified School District harmless from any losses sustained as the result of use or misuse of the district's technology resources by the student, and/or the loss of damage of personal technology.*

## Agreement

I/we hereby agree to comply with the Riverside Unified School District Acceptable Use Policy, as described above. As a parent or guardian, I hereby consent to my child's or ward's use of RUSD technology resources. I/we also agree to hold RUSD harmless for any damages suffered by my child/ward, including those arising from non-deliveries, misdeliveries, service interruptions, unauthorized use, loss of data, and exposure to potentially harmful or inappropriate material of people arising from or connected to the use of RUSD technology resources.

*\*Please note this is on the form that parents will submit on Macaw Night, this is the parent copy.*



## **After School Program**

Register your  
child here



**Champions  
at  
Frank  
Augustus Miller  
Middle School**

**Visit the Champions website at  
[www.discoverchampions.com](http://www.discoverchampions.com)  
Enter the 92504 zip code in the search bar.**

**Activities will include:  
Dedicated and Supervised Homework Time  
Organized Games  
Fitness and Team Sports  
Snack and Social Interaction**

### **Champions 2017-2018 Hours and Pricing**

Hours: After school dismissal until 6:00 PM  
Full Time (3-5 Days): \$70/week  
Part Time (1-2 Days): \$46/week  
Registration Fee: \$50 individual or \$100 family  
10% Discount: Sibling, Military, or RUSD  
employee

**Registration opportunities for  
Champions will be available on  
Macaw Night and on the Champions  
Website.**