



Mountain View Middle School

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PUBLIC SCHOOLS

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**PARENT-STUDENT HANDBOOK
2021/22**

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Section 1: General Information

<p><u>Office Hours</u> The school office is open between 8:00 AM and 4:00 PM.</p>	<p><u>School Contact Information</u> Address: 2015 N. Emery Drive Newberg, OR 97132 Phone: (503) 554-4500 Fax: (503) 537-3337</p>	<p>Website: www.newberg.k12.or.us/mountainview Email School Staff: lastnameinitial@newberg.k12.or.us</p>
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Section 2: Academic Information

Regular Bell Schedule:

Regular Bell Schedule - 2021-22

Monday, Tuesday, Thursday, Friday

Period 1	8:45 - 9:31
Period 2	9:36 - 10:22
Period 3	10:27 - 11:13
Advisory	11:18 - 11:46

1st Lunch/A	11:46 - 12:16	Period 4B	11:51 - 12:37
Period 4A	12:21 - 1:07	2nd Lunch/B	12:37 - 1:07

Period 5	1:12 - 1:58
Period 6	2:03 - 2:49
Period 7	2:54 - 3:40

Late Start Bell Schedule:

Late Start Bell Schedule - 2021-22

Wednesday

Period 1	9:45 - 10:27
Period 2	10:32 - 11:14
Period 3	11:19 - 12:01

1st Lunch/A	12:00 - 12:32	Period 4B	12:05 - 12:47
Period 4A	12:37 - 1:19	2nd Lunch/B	12:47 - 1:19

Period 5	1:24 - 2:06
Period 6	2:11 - 2:53
Period 7	2:58 - 3:40

Final Grades Each Semester

Final grades will be awarded at the end of each 18-week semester. The end of Semester dates are:

- February 3, 2022
- June 17, 2022

Communicating/Partnership with Attendance Team

Attendance must be posted via Synergy (TeacherVue) in the first 10 minutes of every class period. It is imperative that this happens on time and accurately. To ensure the safety of students we make phone calls to the parents of each student that has not been reported to the office ([Board Policy JED-AR](#)).

Guidelines for teachers:

- Take attendance within 1st 10 minutes of class period
- Lack of a note means an unexcused tardy (or absence if after 10 min)
- Never accept external (parent) notes. These are all processed by the office

This means that some 1st period absences/tardies get entered by teachers. Some get entered by the office. Admin/Counselors build a "1st period process" into our Attendance Meetings in which we pull reports to keep track of 1st-period absences and tardies and determine consequences or problem-solve.

Students who report to your FIRST PERIOD class after you have taken attendance without a MVMS Tardy Slip, must be sent to the office immediately. Tardies for all other class periods are handled through and given consequences by the classroom teacher.

If a parent contacts you directly regarding a pre-arranged absence, whether by note, email, or phone call, please share that information with Isamar Ramirez in the front office.

Parents/Guardians are reminded that they need to call our attendance secretary to excuse an absence within 24 hours of the absence. These calls might happen because a student has a doctor's appointment, they won't have access to the internet during the class time, ect.

If parents/guardians have questions about their student's attendance, they should start with the teacher first. Teachers will be taking attendance within the first 10-minutes of each class period.

We recommend parents/guardians check ParentVue after the live synchronous session to see if their student attended. Parents/guardians are also encouraged to check ParentVue at the end of the next day to see if any absences have been changed and or updated. We hope our families will reach out to us as needs and concerns arise about their student's attendance.

Mountain View Middle School places a high priority on regular school attendance. An accurate record of attendance is kept, and it becomes part of the student's permanent school record. Parents/Guardians, students, and school staff have responsibilities to support student attendance

If your student will be absent from school, please contact:

Isamar Ramirez

Phone: 503-554-4501

Email: ramirezarrezolai@newberg.k12.or.us

503-554-4501 • Work

A guardian/parent may also call the main office at (503) 544-4500 to report the absence.

Research has shown that student progress and achievement are directly related to attendance. The Oregon State Law (ORS 339.020 and ORS 339.065) requires daily student attendance.

Absences/Tardiness may be excused for any of the following reasons:

1. Student illness
2. Illness of an immediate family member
3. Emergency
4. Doctor/Dental Appointment
5. Death of an immediate family member
6. Court summons
7. Satisfactory arrangements, made in advance with school administrators for other reasons.

Section 4: Code of Conduct

Code of Conduct

This is the most recent [Code of Conduct](#) approved by the School Board. This gives you a clear understanding of what students can and can't do in school (including online classes), as well as how teachers and principals will respond. There are new guidelines and state laws about harassment and racist symbols which are not allowed (like confederate flags and swastikas).

Please read this Code of Conduct and make sure you and your student are familiar with the content. By giving this to you, we commit to following all the steps listed in it, and expect students to do the same.

Points of Emphasis 2021/22

- As we start the school year we are going to be focusing more than ever on building relationships with each other, with students, with families and with the community. We're going to focus on rebuilding the sense of safety and caring so that we can move forward as a CV family.
- (Masking Requirements in Schools) Governor Brown and the Oregon Health Authority have required the use of face coverings for anyone in school buildings during school hours, to begin this school year. Here is a link with all the specifics: [Schools and COVID-19 FAQs](#)
In our buildings, or on field trips or other educational activities, we are returning to requiring face coverings for all staff, students, and visitors. Here are the listed exceptions:
 - *An individual is not required to wear a mask under section (3) of this rule if the individual is:*
 - (a) *Actively eating or drinking.*
 - (b) *Sleeping.*
 - (c) *Playing a musical instrument that requires using the mouth.*
 - (d) *Engaged in a sport during physical education class such as swimming, other water sports, or a sport where wearing a mask could be a strangulation hazard such as gymnastics or wrestling.*
 - (e) *Is in a private individual workspace.*
 - (f) *Is under five years of age; unless an individual is using public transportation including school buses in which case an individual under two years of age is not required to wear a mask.*
 - (g) *Is practicing or playing a competitive extracurricular sport at any level.*
- Additionally: Band and/or choir masks are strongly encouraged in applicable music performance classes, and as such, they are provided to students by the school
 - For students who choose to not wear a band or choir mask, they will be required to wear their regular mask at any time they are not actively playing their instrument
 - Band and choir masks do not substitute for regular masks in other classes or school related functions

All Students Belong Policy

The Oregon Department of Education (ODE) has issued a ban on racist symbols ([including the Confederate Flag, swastikas, and nooses](#)) in public schools and school grounds across the state. [Read ODE, Oregon Administrative Rule, "All Students Belong." policy here.](#) On June 23rd, of 2020, the Newberg School Board aligned with ODE and proclaimed its [Commitment to be an Anti-Racist School District](#), through the Board Resolution process.

Positive Behavior Support

MVMS Students of the Month

The following Character Traits below will be recognized. At MVMS, we will be able to recognize 4 students a month at each grade level. The award should be equally shared between each grade level - a dozen total students per month. Here is the mock up of the [MVMS Student of the Month](#) yard sign, as created by Mark Brown.

October: (Responsibility)

The opportunity or ability to act independently and make decisions without being directed. Being accountable for one's own actions. Having a duty to deal with something or of having control over someone, including one's self. Agency.

November: (Kindness)

Giving attention, appreciation, and encouragement with words, gifts, or actions.

December: (Compassion)

To empathize with someone who is suffering and to feel compelled to reduce the suffering.

January: (Integrity)

The practice of being honest and showing a consistent and uncompromising adherence to strong moral and ethical principles and values.

February: (Empathy)

Understanding how another person is thinking and feeling.

March: (Respect)

Treating others as if they were important. (Because they are!); Valuing people for their humanity, even though they might be different from you.

April: (Honesty)

Being free from deception - not only saying true things, but living a life that is consistent.

May: (Perseverance)

Doing something despite difficulty or delay in achieving success. Grit.

Positive Behavior Referrals

All staff members at MVMS have an opportunity to recognize students who display notable and/or exceptional positive behavior. Positive Behavior Referrals are submitted to the school administrator(s) who in turn will personally contact the student who is being recognized and thank them for enhancing the positive culture of our school. Students receiving these awards are encouraged to write a "Pay-it-Forward" thank you note to a person in their life who has helped them become a better version of themselves.

Section 5: Support Services

Lines For Life

Lines for Life is a regional non-profit dedicated to preventing substance abuse and suicide. They offer help and hope to individuals and communities, and promote mental health for all. Their work addresses a spectrum of needs that include intervention, prevention, and advocacy. They educate, train, and advocate to prevent issues of substance abuse, mental illness, and thoughts of suicide from reaching crisis levels. But when a crisis arises or support is needed, their staff is available 24/7/365 to intervene with personalized help. Here is the link: [Lines for Life](#)

SafeOregon Tip-line

SafeOregon is a program created for Oregon students, parents, school staff, community members and law enforcement officers to report and respond to student safety threats. The goal of SafeOregon is to prevent school safety threats from occurring by providing schools and communities with a relevant tool for reporting potential threats. Tips can be submitted in a variety of ways, including email, phone calls, text, our mobile app and our web portal. Here is the link: [SafeOregon](#)

School Meals-Access and Delivery

We continue to deliver meals to families free of charge on Wednesdays and Fridays. Students who are signed up receive breakfast and lunch for three days on Wednesday, and breakfast and lunch for two days on Friday. Below is the link to the meal delivery request form. If you have signed up already please note that you do not have to sign up weekly. Filling out free/reduced paperwork does not enroll you in our meal delivery program. You still have to sign up. It can take a little over a week to get you in our rotation. [Meal Delivery Sign Up](#)

If delivery is not a good option for you, we want to work with you. Please contact Naomi Adams (adamsn@newberg.k12.or.us) and she can talk with you about your situation and options we have available.

We also offer an "open site" option for picking up breakfast and lunch. This does not require any prior sign up. Anyone with children ages 1-18 who has not signed up for meal delivery can stop by Newberg High School from 11:30 am – 12:30 pm on Wednesdays and Fridays to pick up breakfast and lunch.

Resource Room - A MVMS Resource for Students and Families

MVMS students will find support, through our counseling office, when clothing, school and personal care supplies, and/or other resources would be helpful to them and their family. We are careful to assist our students and families in a confidential and caring manner.

Tech Support for Learning

We have set up a separate help desk for our families, so the information for how to get tech help is different than for staff. In short, we are telling our families and students that if they are having problems with their device or need tech support, please:

- Email support@newberg.k12.or.us -or-

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- Call 503.554.4545 to get help in English or Spanish
- Visit our family tech support page at newberg.k12.or.us/techhelp or newberg.k12.or.us/ayudatecnica.

Library

[Step-by-step support for middle school students on how to use SORA.](#)
[Student Check Out/Drive Thru Pick-up and Drop-off can be accessed here.](#)

Section 6: Appendix

Newberg School District Academic Calendar

Here's the link to the [NSD Academic Calendar 2021-2022](#)