

# Elton Gregory Middle School

Student/Parent Handbook 2021-2022



**1220 NW Upas Ave.  
Redmond, OR 97756**

**Phone: 541-526-6440**

**Email: [egms-info@redmondschools.org](mailto:egms-info@redmondschools.org)**

**Website: [egms.redmondschools.org](http://egms.redmondschools.org)**

## Office Staff

Justin Nicklous..... Principal  
Megan Storey.....Assistant Principal  
Troy Capps.....Dean of Students/Athletic Director  
Elizabeth Platt.....Counselor  
Peter Hower.....Counselor  
Stacy Wink.....Office Manager/Bookkeeper  
Kiley Stephens.....Registrar  
Kay Crafton.....Attendance  
Christin Barnes.....Athletics  
Kristina Grubb.....School Nurse

## Building Wide Support Staff

Tammy Gates.....FAN  
Pia Allende.....Librarian  
Darren Dutcher.....Head Custodian  
Jay Martinez.....Custodian  
Michael Mann.....Custodian  
Rebekah Barbis.....Custodian  
Trish Horn.....Nutrition Staff  
Kate Megowen.....Nutrition Staff



## Specialists

Jessica Jones.....PE/Health  
Sean Maloney.....PE/Health  
Renee Withers.....Band  
Sarah Cochran.....Spanish  
John Hooper.....ILS  
Lisa Gonzalez.....ILS CNA  
Rachelle Closner.....ILS  
Tierra Zitnik.....ILS  
Morgan Willis.....ILS  
Virginia Salinas.....ILS  
Kaitlin Poe.....ELD  
Julie Patton.....BRYT SSC  
TBD.....BRYT EA  
Julie Klein.....Speech Pathologist  
Sarah Stalberg.....Psychologist

## RSD District Office

Superintendent.....Charan Cline  
Support Services.....Tony Pupo  
Human Resources.....Tracie Renwick  
Secondary Director.....Dave Burke  
Transportation.....Michelle Rainville  
Nutrition Services.... Lance McMurphy

## RSD School Board Members

Shawn Hartfield  
Liz Goodrich  
Michael Summers  
Jill Cummings  
Keri Lopez

### **Columbia Team**

Emily Saunders.....7/8th Grade Science  
Tim Garland.....7/8th Grade Math  
Chris Felton.....7/8th Grade Social Studies  
Carrie Brumbach.....7/8th Grade Language Arts  
Madeline Tanner.....6<sup>th</sup> Grade Language Arts/Social Studies  
Alan Vellutini.....6th Grade Math/Science  
Michael Wikler.....ERC  
Jeana Combs.....ERC

### **Deschutes Team**

Cyd Wheeler.....8th Grade Language Arts/AVID  
Jared Young .....7/8th Grade Social Studies  
Diane Randgaard.....7/8th Grade Math  
Michelle Robbins.....7/8th Grade Science  
Kellie Eldridge.....6<sup>th</sup> Grade Language Arts/Social Studies  
Steve Cox.....6<sup>th</sup> Grade Math/Science  
Teresa Hancock.....ERC  
Melissa Morehouse.....ERC

### **Metolius Team**

Mark Blanchard.....7/8th Grade Social Studies  
Kelley Messina.....7/8th Grade Language Arts  
Greg Brown.....6<sup>th</sup> Grade Language Arts/Social Studies  
Camilla Carpenter.....6th Grade Math/Science  
Lilli Worona.....7/8th Grade Science  
Tony Brown.....7/8th Grade Math  
Dana Groesz.....ERC  
Tracy Miyashita.....ERC

### **McKenzie Team**

Karen Young.....7/8th Grade Science  
Todd Miesen.....7/8th Grade Social Studies  
Kristi Scalise.....7/8th Language Arts  
Carl Robbins.....7/8th Grade Math  
Jason Gruetzmacher.....6<sup>th</sup> Grade Language Arts/Social Studies  
Gina Dunning.....6<sup>th</sup> Grade Math/Science  
Andrew Dempsey-Karp.....ERC  
Emily Paiva.....ERC

# EGMS Bell Schedules

EGMS Full Day Schedule

Period	6th	7th	8th
ASW	7:30-7:57 (27)		
1st	8:01-8:53 (52)		
2nd	8:57-9:49 (52)		
3rd	9:53-10:45 (52)		
Lunch/4/4	10:49-11:19 (30)	10:49-11:41 (52)	10:49-11:41 (52)
4/Lunch/5	11:23-12:15 (52)	11:45-12:15 (30)	11:45-12:37 (52)
5/5/Lunch	12:19-1:11 (52)	12:19-1:11 (52)	12:41-1:11 (30)
6th	1:15-2:08 (53)		

EGMS Wednesday Schedule

Period	6th	7th	8th
1st	7:30-8:22 (52)		
2nd	8:26-9:12 (46)		
3rd	9:16-10:02 (46)		
Lunch/4/4	10:06-10:36 (30)	10:06-10:52 (46)	10:06-10:52 (46)
4/Lunch/5	10:40-11:26 (46)	10:56-11:26 (30)	10:56-11:42 (46)
5/5/Lunch	11:30-12:16 (46)	11:30-12:16 (46)	11:46-12:16 (30)
6th	12:20-1:08 (48)		





### Weekly Newsletters

Please check your email each Friday at 3pm for school updates and news. If you are not receiving the link to the newsletter please contact our office so we can make sure your email is correct.

Newsletter

## Resources



### Emergency School Closure or Late Start

Redmond School District has developed a plan for evaluating road conditions, weather forecasts and other factors determining school closure. If the decision is to have a full closure or a delayed opening, it will be made no later than 5:30 AM. Each Central Oregon radio station and television station will be notified and they will continually broadcast the district's status. The district's telephone system will make calls to district families in the case of school closure or late start, so be sure to listen to your voicemail before trying to return the call.

A late start means that the buses will pick up students two hours later than their normal time and that school will start two hours later (9:30 for Middle School). School dismissal is at the normal time however. Ultimately, the safety of the district's students is the most important factor. If parents believe it is best for their children to remain home during an inclement weather day, the district encourages them to make that decision.



FAMILY  
ACCESS  
NETWORK

FAN (Family Access Network) is committed to building a healthy community by helping children in need. FAN's mission is to improve lives by ensuring all children in Deschutes County have access to basic necessities.

FAN, the Family Access Network, is a system that provides connections that our local families may need. A variety of services are available, including help with food, housing, medical insurance and health clinics, school supplies, daycare, and many more. Our main objective is to help alleviate obstacles for a family so that the family can help their children be successful in school.

We also help plan after school programs and can provide assistance in getting kids into programs that they may not be able to afford otherwise. Family success leads to student success, which leads to a healthier, stronger community for us all. Tammy Gates will be our site FAN Coordinator again this year. If you have any questions or need help with anything, Please call 541-526-6440 for more information.



### First Step

YouthLine is here to talk, text, or email from 3-10pm 7 days a week. You can talk to them about anything from a bad day at school to issues with friends or family, and even suicidal thoughts or concerns for a friend. You will be connected to another teen who is supportive, and highly trained to help you through hard times.

[www.firststeporegon.org](http://www.firststeporegon.org)



### SAFEOREGON

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.

Report a Tip:  
Call: 844-472-3367  
Text: 844-472-3367  
Email: [tip@safeoregon.com](mailto:tip@safeoregon.com)



If you have concerns for the safety of any child please call the Oregon Department of Human Services Child Abuse Line 855-503-7233

## Resources



If you are concerned for your or your child's mental health and well being please reach out to Deschutes County Crisis Services 541-322-7500 #9



### EGMS Grading Scale

<b>A</b>	<b>90% - 100%</b>
<b>B</b>	<b>80% - 89%</b>
<b>C</b>	<b>70% - 79%</b>
<b>D</b>	<b>60% - 69%</b>
<b>F</b>	<b>0% - 59%</b>

"Success is not final, failure is not fatal: it is the courage to continue that counts."  
-Winston Churchill

## EGMS Expectations

### Lockers

#### *We respect our surroundings*

Each student will be issued a hall locker and a PE locker and lock. Students are responsible for damage to their assigned lockers.

#### **Sharing of lockers is not allowed.**

Expensive personal valuables should not be kept in lockers, as the school does not accept responsibility for lost or stolen items missing from lockers.

Lockers remain under the jurisdiction of the school even when assigned to a student. The school reserves the right to inspect all lockers. Periodic searches may be conducted at any time and without notice. Violation of locker use agreements may result in the removal of locker privileges and school disciplinary action.

### Valuables at School

Students are strongly discouraged from bringing valuable items to school. If an item cannot fit into a student's locker, it should not be brought to school. We cannot guarantee the security of classrooms, closets, or office areas to store items such as scooters or skateboards. If these items cannot be locked to our bike rack, please do not bring them to school. Musical instruments that are too large for lockers may be securely stored in the Band room. If a student's property is missing at school, we will take reasonable action to help the student recover the item. However, we have limited resources to investigate situations of lost or potentially stolen student property. Therefore, the best decision is to leave valuables at home.

### Phone Use and Messages at School

Messages will be taken only from parents or guardians. Emergency messages will be delivered to the student immediately. Routine messages will be given to the students before 2:00 on Mondays, Tuesdays, Thursdays and Fridays. Routine messages will be given to the students before 1:00 on Wednesdays. Messages need to be received at least 15 minutes prior in order to allow time to deliver to the student. Students need a pass from their teacher to use the office phone.



### Medication and Prescriptions

Oregon law is specific regarding the handling of medications at school. All medications, prescriptions, and over-the-counter medication, must have a doctor order to be dispensed at school. If parents want their student to receive medication at school, they must complete a form available in the main office. All medications such as inhalers are handled on an individual basis under the guidance of the School Nurse.

# EGMS Expectations

## Emergency Drill Expectations

Students will participate in emergency drills regularly and are expected to participate by following instructions from their teacher and walking with the class in an orderly manner when exiting their classroom and the building. Teachers are responsible to account for each student and students are expected to remain with their class during the drill. Teachers will signal their class when the building has been cleared and it is safe to return to the classroom.

## Guests

Guests are not allowed on campus during the school day, or during school socials. If students wish to have a guest visit their classroom for a school activity, the approval of administration is required.

## Transportation

### *We respect safety*

Students being transported by the District are expected to comply with the RSD Student Code of Conduct. Violations may result in denial of transportation and school disciplinary actions.

Bus passes will **not** be issued through Elton Gregory Middle School. It is the policy of the Redmond School District to transport students to and from their home only.



## Student Supervision

Students are not allowed to leave campus at any time except with a parent or designee, or for a school sponsored activity with parent permission. Gregory students are not allowed to be on the **McCall Campus**, including before or after school unless under the direct supervision of EGMS/McCall staff.

We cannot provide supervision to students before 7:00am or after 2:20pm on Monday, Tuesday, Thursday and Fridays and 1:20pm on Wednesdays. After school students are expected to leave campus. Students planning to watch an athletic event that is not immediately following school must leave campus and return at the time of the event.

## Skateboards and Bikes

For safety reasons, students are expected to walk their skateboards, scooters, and bikes off campus. These should be locked to the bike rack for security.

# EGMS Expectations

## Attendance

*We respect the value of time.*

Excellent school attendance is directly linked with academic success and at Elton Gregory we are committed to providing a valuable experience for students every day. Oftentimes this experience can not be replicated through make-up assignments when school is missed.

If a student does need to be absent, please contact our attendance secretary for help finding a solution. Based on state statute and district policy, students of the Redmond School District are required to attend school. Parents who do not comply with compulsory attendance laws are subject to action by law enforcement. If a student shows a pattern of absences or truancy, the following procedure will take place:

1. A Parent will be notified by letter regarding the concern, and informed of the District's Policy.
2. If truancy continues, a meeting with the parent and school administration will occur.
3. If truancy continues, a formal letter will be delivered to the parent via certified mail or by the school SRO.
4. Citation: Parents will be cited to Redmond Justice Court (ORS 339.020;ORS 163.557)

## Tardies

We are committed to maximizing student instructional time for all classes. Students are expected to be prepared and ready for class as soon as the tardy bell rings for each class. The following steps will be taken to intervene when students are marked tardy:

### Tardy Discipline Ladder

*Ladder will be used per class and reset each trimester*

<b>1st - 2nd Tardy</b>	Verbal Warning from teacher
<b>3rd Tardy - 6th Tardy</b>	Detention + Referral + parent phone call
<b>7th Tardy</b>	Detention and Parent Meeting
<b>8th Tardy</b>	Non-Compliance Referral + Detention + Personal Tardy Plan



## EGMS Expectations

### Absences

When a student is absent, we request that parents phone the school before 9:00 am to inform us of the absence. Doing so eliminates the need to write a note upon the student's return and eliminates a call from our automated calling system. **The direct attendance phone number is (541)526-6443.**

1. Attendance is taken every period. If school personnel believe that a student should be present and is not, appropriate and timely action will be taken. This will include notification of parent/guardian.
2. Students who have excused absences, including suspension, will be given the same number of days they missed to complete missing work. Exceptions can be made for extended illness. Parents are encouraged to communicate directly with teachers in these circumstances. For pre-arranged absences, please call the attendance line (541)526-6443.
3. Students who arrive to school late will need an admit form, and should check in at the attendance window. Parents must sign their student out in the office when removing him/her from school before the school day ends. This includes pre-arranged appointments.

### Appropriate Dress

We encourage students at EGMS to dress appropriately for a school environment. **A student wearing attire deemed inappropriate will be asked to change.** If this is not possible, the student will be sent to an administrator to phone a parent to bring a change of clothing. Specifically, items that are not appropriate include:

- Clothing that exposes undergarments or private parts
- Attire that displays drugs, weapons, alcohol, tobacco, gang related messages, profanity, obscenity (words or images)
- Bandanas
- Shoes must be worn at all times
- Clothing and accessories may not depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups (including but not limited to: items displaying racial or ethnic slurs or negative symbolism including Neo-Nazi and Confederate flags).
- Accessories that disrupt or interfere with the school learning environment
- Hoods, sunglasses, and headphones are expected to be off and put away or stored in lockers from 7:30 am to 2:08 pm (1:08 on Wednesdays), with the exception of outside recess.

### Searches of Student Belongings

School officials may search a student and his or her personal property if they have reasonable suspicion to believe that an illegal act or violation of school rules was or may be committed. This includes school lockers, student backpacks, pockets, and purses.

# EGMS Expectations

## Cell Phones & Electronic Devices

Elton Gregory and the Redmond School District are not responsible for lost and/or damaged devices. Cell phones and other electronic devices are to be kept in students lockers; out and away from the classroom. Students may use phones before school, lunch break and after school. Phones will be off and away during educational times, including passing periods.

The following are procedural steps put in place when a student brings a phone or another electronic device into the classroom (per trimester):



<b>1st Violation</b>	Phone/Device will be brought to the office by the student. Student may pick up the phone/device after the 2:08 or (1:08 Wednesday) dismissal bell.
<b>2nd Violation</b>	Phone/Device will be brought to the office by the student. Student may pick up the phone/device after the 2:08 (1:08 Wed) dismissal bell. A phone call will be made home informing parent/guardian that they will need to pick up the phone/device from school if a 3rd violation occurs.
<b>3rd Violation</b>	Phone/Device will be brought to the office by the student. Administration will call and inform that parent/guardian must pick up the phone/device. Student will have a “problem-solving” meeting with administrator. Discipline referral will be written.
<b>Any phone Violation after 3</b>	Phone/Device will be brought to the office by the student. Administration will call and inform the parent/guardian that they must pick up the phone/device. Discipline referral will be written and a cell phone plan put in place.

## School Technology

Students are not allowed to use non-school software on building computers. Any misuse of equipment or access of unacceptable websites will result in loss of computer privileges. Students are not allowed to use the Internet on any computer at school without a **Responsible Use Agreement** signed by their parents.

## Water Bottles and Beverages

All beverage containers (bottles) must have a sealable (screw top) lid. Any incoming drinks that are not in a sealable container must be consumed in the commons before class in the morning or at lunch time. No beverages will be permitted beyond the commons doors that are not in a sealable container. No glass bottles.

**\*We strongly recommend that students do not start their day with energy drinks, coffee, soda, etc.**



## EGMS Behavior Consequences

**Interventions:** Adjustments to student's daily routine or privileges in order to improve behavior

**Conference:** Students, staff and families come together to collaboratively problem solve, design solutions, and set goals for school success

**Timeout:** A student spends the remainder of a class period with administration

**Lunch Detention:** A student may get their food, but reports to Lunch Detention

**Restorative Options:** For certain incidents, students may opt to "give back" to the school community for their behavior. An example is a student who made a large mess during lunch may be given the option to help custodians at the end of lunch time in lieu of detention

**Loss of Privileges:** A student may be excluded from certain activities such as attending after school events, dances, or other privileges.

**In-School Suspension (ISS):** A student spends a complete class period, part or all of a day in the office. The student will obtain any missing assignments to work on. Parents will be notified if their child is in ISS. If ISS behavior is not appropriate, it may result in OSS.

**Out-of-School Suspension (OSS):** A student is excluded from school for any period of time. During a suspension, the student may make up missed work. The student may not be on any RSD campus until the suspension is completed. This includes all co-curricular activities and athletic participation. Students who are on campus during a suspension will be referred to law enforcement for trespassing.

**Contract:** A student is placed on a behavior contract for a designated period. Parents will be notified of the conditions of the contract. The contract may include a reduced day, alternative placement, or loss of privileges. Violations of the contract may result in suspension or recommendation for expulsion.

**Recommendation for Expulsion:** A student is recommended for removal from school for up to one calendar year. Parents will be notified by mail to appear at an expulsion hearing, where a hearing officer will determine their recommendation. The hearing officer will forward his or her recommendation to the Superintendent.

## **EGMS Behavior Expectations**

\*May result in disciplinary action

### **Displays of Affections**

Hand-holding, hugging, kissing or similar displays of affection are not allowed at school. Repeat offenses will result in disciplinary action.

### **Balcony Violation**

At EGMS we do not throw things between the first and second floor of our building. This is unsafe behavior and can cause harm to others. Disciplinary action may be a result of this behavior. (accidental or intentional)

### **Theft and Vandalism**

Any student involvement in the theft or vandalism of school property or the property of others will be subject to disciplinary action, required restitution, and police involvement as warranted.

### **Inappropriate Interactions**

Intimidating, threats or harassment will result in disciplinary consequences. This includes threatening or harassing words, gestures or notes. Harassment or threats that occur via online or text communications will be handled accordingly. However, it is often outside of school district jurisdiction to assign consequences for online behavior that occurs outside of school.

### **Weapons & Dangerous Items**

The possession of any weapon, look-alike, or object which could be used to endanger or intimidate others is prohibited. Pocket-knives of any kind, including multi-use tools, are not allowed. Spiked accessories are prohibited. Depending on the item, and nature of the possession, disciplinary action will be determined. This could range from suspension to recommendation for expulsion and police involvement.

Items such as lighters, matches, firecrackers, ammunition, or any explosive substance is prohibited. Possession of such items will result in disciplinary action ranging from suspension to recommendation for expulsion and police involvement.

### **Gang Related Behavior**

Any gang related tagging, attire, signs, material or language will result in disciplinary action.

# EGMS Behavior Expectations

## Fighting

Any form of fighting (shoving, hitting, kicking, wrestling) will result in the following actions:

**First Incident:** Minimum suspension of 3 days and police involvement. Possible recommendation for expulsion.

**Second Incident:** Minimum suspension for 5 days and police involvement. Possible recommendation for expulsion.

**Third Incident:** Suspensions pending recommendations for expulsion and police involvement.

- Depending on the severity of the fighting and related circumstances, a recommendation for expulsion may occur from any single incident.
- **Students who are involved in fighting off campus could be subject to school disciplinary consequences if the incident had origins on school grounds.** In addition, any fight which occurs on the way to or from school will result in disciplinary action. If a fight occurs at any EGMS event the student will not be able to attend any other after school events. This would also include EGMS issuing a guest pass to other school events.
- Students who help incite, encourage, and/or photograph or film a fight in any way will be held responsible for their actions and will receive disciplinary action.

## Drugs, Alcohol & Inhalant Delivery Systems

It is unlawful for a student to possess, purchase, use, distribute have intent to distribute or be under the influence of an illegal substance, or an imitation illegal substance; or to possess, purchase, use, distribute or be under the influence of a restricted or controlled substance for which the student does not have a prescription. It is also unlawful for a student to distribute his/her own prescription drug to others. Everyday items to alter mood or state of mind are prohibited.

The use or possession of Inhalant Delivery Systems (E-Cigarette, Vape Pens, etc) is prohibited on all school district campuses and property, buses, and while attending any school related activity off of school grounds.

Possession or use of these items will result in the following actions:

**First Incident:** Referral, Minimum of two days out of school suspension and citation by police with potential recommendation for expulsion *\*RSD UpShift Program*

**Second Incident:** Minimum of five days out of school suspension with potential recommendation for expulsion, police citation

**Third Incident:** Recommendation for Expulsion and citation by police

**Distribution or intent to distribute:** Will result in recommendation for Expulsion and citation by police

## Bullying & Harassment

### Tobacco - Possession Use

The use or possession of tobacco or electronic cigarettes is prohibited on all School District property, buses, and while attending any school-related activity off of school grounds. Possession or use of tobacco will result in the following action:

**First Incident:** Suspension for to two days, police citation *\*RSD UpShift Program*

**Second Incident:** Suspension for up to five days; parent conference required, police citation

**Third Incident:** Suspension with possible recommendation for expulsion, police citation

EGMS has zero tolerance for bullying and harassment—regardless of where it occurs or how severe the offense. Everyone deserves to feel safe at school, and students are expected to treat each other respectfully and civilly. Students are expected to refrain from bringing online interpersonal conflicts (Instagram, Snapchat, etc.) to school; however, such events should be brought to the attention of school personnel in order to support prompt resolution. **Incidents of harassment, bullying or threatening behavior will result in disciplinary action.** Bullying that involves threats may result in a Risk Assessment Screener with potential referral to Deschutes County Mental Health.

**Rude:** If someone says or does something that is unintentionally hurtful, and they only do it once, they are being RUDE.

- Incidents of rudeness are usually spontaneous, unplanned inconsideration, based on thoughtlessness or poor manners, but not meant to actually hurt someone.

**Mean:** If someone says or does something that is intentionally hurtful, and they do it once or maybe twice, they are being MEAN.

- Mean behavior is typically motivated by angry feelings and/or the misguided goal of propping themselves up in comparison to the person they are putting down.
- Meanness can look like criticizing clothing, appearance, intelligence, coolness or just about anything else one can find to denigrate.

**Bullying:** If someone says or does something that is intentionally hurtful, they keep on doing it, even if you ask them to stop, and there is an imbalance of power, that is bullying.

- Bullying may be physical, verbal, relational or carried out via technology

**Kind:** The quality of being friendly, generous, and considerate.

choose  
Kindness