

WELCOME

Welcome to Pattonville Heights Middle School.

You are a student in one of the best middle schools in the nation! At Pattonville Heights we encourage you to do your best and always strive toward excellence. This student planner is designed to help you throughout the year – setting goals, recording achievements, organizing material, recording assignments, and giving you relevant information that you will need to be successful in school. Have a great year!

SCHOOL MISSION

Our mission at Pattonville Heights Middle School is to grow as a community of caring, committed, connected students, staff, and parents, and to develop life long learners within a climate that is trusting, positive and safe.

WHO'S WHO AT THE HEIGHTS

	Dr. Scot Mosher	
Building Principal.....		213-8033
	Mr. Mark Houston	
Assistant Principal.....		213-8304
	Ms. Shereyl O'Neal – 6th	
6th Grade Counselor.....		213-8049
	Ms. Ann Sommer – 7th	
7th Grade Counselor.....		213-8048
	Mrs. Monica DeLargy – 8th	
8th Grade Counselor.....		213-8047
	Mrs. Kristin Simpson	
Guidance Secretary.....		213-8310
	Mrs. Julie Harder	
Librarian.....		213-8033
	Ms. Debbie Richter	
Nurse.....		213-8300
	Mrs. Judy Zahner	
Mr. Mosher's Secretary.....		213-8033
	Ms. Debbie Luebbert	
Secretary.....		213-8306
	Mrs. Karen Piskulic	
Mr. Houston's Secretary.....		213-8304
	Mrs. Patty Payne	
Attendance Clerk.....		213-8333
	Ms. Elaine Voigtman	
ID & Print Clerk.....		213-8033

SCHOOL CLOSING INFO.

Dial 213-8900
and then dial the extension 7669 (SNOW)
for this information.

BEGINNING AND ENDING THE SCHOOL DAY

Students are allowed on campus beginning at 7:45am and can enter the building after the 7:50am bell. After arriving on the school grounds, students are not to leave campus without permission from the office. When the 2:58 p.m. bell rings, students are allowed to remain in the building only if they are participating in a supervised after school activity. After school, students **may not** go to the buses and then return to the school building.

ATTENDANCE OFFICE

Attendance – Mrs. Payne - 213-8333

If your child will not be attending school on a particular day, it is necessary for the parent/guardian to **call the attendance office** to report the absence, even if your child will be out for more than one day. When a student returns to school after an absence, he/she should report to the attendance office before 8:00 a.m. to receive a 'readmit' slip.

If it is necessary for a student to leave school early, a parent can call the attendance office or send a note. The student must be signed out at the attendance desk by the parent or designated party before a child is released. Students are never to be released to anyone waiting in the parking lot.

TARDY TO SCHOOL POLICY

If your child is tardy to school, he/she must report to the attendance office upon arrival to school. If the tardy is 'unexcused', the following consequences will apply:

Up to 3 tardies.....	Warning
4 th tardy.....	9 th hour detention
5 th tardy or more.....	Administrative Intervention

(Administrative intervention may include:
2-hour after-school detention, 4-hour Saturday
detention, In-School Suspension)

TARDY TO CLASS POLICY

1 st TARDY.....	Warning
2 nd TARDY.....	Warning
3 rd TARDY.....	9 th hour detention
4 th TARDY or more.....	Administrative Intervention

STUDENT I.D. CARDS

All students will receive a photo ID badge. These badges will be used for purchases in the cafeteria and library services. Students are required to have this ID visibly worn above the waist from a grade level neck strap everyday (7:50am-4:00pm) and during attendance at school-sponsored evening and weekend events. Students will be checked for their ID during first period and throughout the day.

Students without their ID will be provided the opportunity during first hour to purchase a replacement badge from the office.

Costs for replacement badges are as follows:

\$1.00 – 1st replacement badge

\$2.00 – 2nd replacement badge & more

Students not wearing their ID badge during the day, or students who deface their ID badge, will be referred to their grade level administrator.

TRANSPORTATION

Transportation-Ms. Luebbert – 213-8306

Daily bus transportation is provided for all students. The assigned bus route will be given to students before school starts with relevant bus stop information.

If you want to ride a different bus home with a friend, you must bring a note signed by your parent to the office. Upon receipt of this note, we will issue a boarding pass, which you will present to the driver.

This note must be brought to the office before 9:00 a.m.

BUS BEHAVIOR

All buses are equipped with video cameras to ensure the safety and welfare of each student riding the bus. Students are expected to:

1. Recognize and obey all school rules while riding the bus.
2. Board the bus promptly and carefully.
3. Respect the driver and other students at all times.
4. Remain seated in your seat for the entire bus ride.
5. Use windows for viewing and never place any object or part of your body out of the window.
6. Use polite, quiet voices when talking on the bus.
7. Report problems to the driver.

Remember - bus transportation is a privilege; failure to observe district rules may result in denial of bus transportation. Disciplinary action will result in the event that the bus rules are violated.

AFTER SCHOOL ACTIVITIES

Pattonville Heights offers a wide variety of after school activities in which students can participate. The activity period (3:00 p.m. - 4:00 p.m. Tuesday, Wednesday and Thursday) enriches the curriculum of the school and provides opportunities for all students to find an area of interest to explore and participate.

At the beginning of the school year students will be given information on the various activities and the days they are held. Some examples of after-school activities include Renaissance, Band & Percussion, Intramurals (basketball, volleyball, soccer, etc.), Yearbook, Newspaper and many others. As you can see, there is something for everyone! It is possible for students to request the formation of new clubs or activities if enough students show interest, and if a faculty sponsor and space are available.

The school provides activity bus transportation on Tuesdays, Wednesdays and Thursdays for the students staying for after-school activities. The activity bus departs from school at approximately 4:00pm.

HALL AND PHYSICAL EDUCATION LOCKERS

Hall Locker Assignments – Ms. Luebbert

You will be assigned a hall locker for storing your school supplies. This locker is the property of Pattonville School District and may be searched at any time by school personnel. Students will be responsible for providing a combination lock for both their hall locker and their P.E. locker

HINT: Some students purchase a double pack of locks with the same combination for both locks. Only ONE combination to remember!

When locking the locker, close the lock firmly and do not share the combination with others. (You will be required to give the combination to your advisement teacher.) Students may use ONLY ONE hall locker.

All students must have a lock on their hall & PE lockers. The school is NOT responsible for lost or stolen items.

HALLWAY BEHAVIOR

During each passing period, there will be large numbers of students going from one room to another. Students should behave appropriately in the hall, walking in an orderly and timely manner, during the passing from class to class.

Students are to be respectful toward others and obey the school behavior guidelines at all times. Running, horseplay, handholding, hugging and kissing are not permitted. Failure to adhere to these expectations will result in disciplinary action.

PHYSICAL EDUCATION DRESS REQUIREMENTS

A change of clothing must be worn during gym class. A white or gray t-shirt, black shorts, white socks and tennis shoes are required. Shorts may not have pockets, zippers, snaps or buttons. Clothes are to be neat and clean, and marked with the owner's name. PE uniforms are available to purchase at a reasonable cost.

A note from a parent or guardian must be presented to the teacher if for some reason the student cannot participate in a physical education class.

CAFETERIA

Cafeteria Supervisor – Mrs. Bibb

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced breakfast and lunch are offered at reasonable prices.

The student ID badge is used as a debit card for cafeteria purchases. Students need to deposit money into their cafeteria account **before 10:30 a.m.** Should a student run out of money in their account, a student is allowed to charge their lunch only 2 times per semester. Applications for free/reduced breakfast/lunch forms are available in the office.

CAFETERIA BEHAVIOR

Walk, DO NOT RUN to the cafeteria. Please wait your turn in line, and do not cut in front of other students for any reason. No more than 10 students can sit at a table. Be sure to take care of your tray and trash appropriately and clean your table when finished eating. Students are expected to follow all school behavior guidelines while at lunch.

SCHOOL BEHAVIOR GUIDELINES

- * Students will demonstrate a respectful attitude toward others.
- * Students will demonstrate a positive attitude toward learning.
- * Students will follow directions given by any staff member.
- * Students will behave in a manner appropriate to the school setting.
- * Book bags and coats are not allowed in classrooms.
- * Skateboards, rollerblades and scooters are not permitted on school property.

Please refer to the Pattonville School District Middle School Behavior Guide for a more complete list of behavior expectations and consequences.

DRESS CODE

It is inappropriate to wear anything that distracts/disrupts the learning environment or educational process. Examples of items or clothing that are distracting/disruptive are, but not limited to:

1. Sagging pants/dressing to one side
2. Obscene/profane messages on clothing
3. Drug/alcohol/tobacco related items
4. Short shorts/short skirts/pajama pants
5. Cropped/revealing tops/spaghetti straps
6. Tight fitting clothing
7. Headgear/sunglasses/chains/sweatbands
8. Gang/violence related clothing or items.
9. Ripped/torn pants (no rips above the knees)

Please refer to the Pattonville School District Middle School Behavior Guide for a more detailed list.

LIBRARY/MEDIA CENTER

Librarian – Mrs. Harder

The library/media center (LMC) is located on the top floor. It is open before, during and after school for students who wish to do research, read books and magazines, or check out a book. The materials in the collection are selected to meet the curriculum needs and interests of our students and faculty.

The LMC uses an automated circulation system for checkout, which utilizes student ID badges, and is fully automated with an electronic catalog to help patrons find and identify resources. This is your library, please use it.

NURSE - MEDICATION

School Nurse

Pattonville Heights has a full-time school nurse to attend to student illness, emergencies, and dispensing of medication. The nurse CANNOT dispense over-the-counter medication without a doctor's order. Prescription medications should be in the original bottle and placed in an envelope with the number of pills and student name written on the envelope. Students are allowed to carry a daily dose of prescription or non-prescription medication (in the original bottle) accompanied by a note from the parent. All asthma medication must be accompanied by an asthma action plan on file with the school nurse. All controlled substances must be kept in the nurse's office with doctor and parent permission.

All students must have an emergency sheet on file and please keep us informed of any phone number changes as quickly as possible.

DAILY ANNOUNCEMENTS

The daily announcements are read during Advisement and continue to run throughout the day on our closed circuit TV system. The purpose is to notify the student body of upcoming events, activities, and other items of importance.

LOST AND FOUND

The Lost and Found bin is located by the cafeteria underneath the west steps. Items not claimed by one week after the end of the school year will be donated to charity or disposed of.

TELEPHONE USE

The office telephones are reserved for school business and may be used by students only with the permission of a staff member. Classroom telephones can only be used with permission from and supervision by the teacher.

SCHOOL VISITORS

Pattonville Heights welcomes and encourages parents to visit our school. Please stop in the office to obtain a visitor's pass. Students are asked not to bring visitors to the school.

GUIDANCE DEPARTMENT

The guidance department exists to serve the needs of the students. We are here to help celebrate successes, discuss personal, peer, and academic problems, and help children grow and develop in a positive way. Each student will have the same guidance counselor for all three grades of middle school.

Appointments to see counselors may be made in the guidance office before and after school, at lunch, or during class with the teacher's permission. Teachers may ask students to reschedule appointments if they feel it would be unwise for the students to be absent from class at a particular time.

Counseling assignments for the 2009-2010 school year:

6th Grade counselor.....Ms. O'Neal
7th Grade counselor.....Ms. Sommer
8th Grade counselor.....Mrs. DeLargy

GRADING REPORT CYCLE

September 23.....End of 1st grading period
November 5.....End of 2nd grading period
December 22...End 3rd grading period/1st semester
February 19.....End of 4th grading period
April 9.....End of 5th grading period
June 2.....End 6th grading period/2nd semester

GRADING SCALE

The grading scale and equivalent percentages are as follows:

A.....100-93	B-.....82-80	D+.....69-67
A-.....92-90	C+.....79-77	D.....66-63
B+.....89-87	C.....76-73	D-.....62-60
B.....86-83	C-.....72-70	F.....59 or below

ACADEMIC HELP

Additional resources are available for those students seeking extra academic help during the school year. Some examples include After School Tutoring, Teacher Help Sessions, and Homework Club.

Contact your grade level counselor for more information.

PARENT/TEACHER CONFERENCES

Parent/Teacher conferences are designed to aid student progress and are welcomed by the staff. These conferences may be by phone or in person with individual teachers or groups of staff members.

We have parent/teacher conferences by appointment after the first and fourth grading periods. However, parents may make appointments for conferences with teachers, counselors or the principal by telephoning the school office at any time.

Parent/Teacher Conference Dates:

Monday, Oct 12, 2009.....1:30-4pm & 5-7:30pm
Wednesday, Oct 14, 2009.....1:30-4pm & 5-7:30pm
Tuesday, Mar 9, 2010..... 1:30-4pm & 5-7:30pm
Thursday, Mar 11, 2010.....1:30-4pm & 5-7:30pm

HOMEWORK

Students will have regularly scheduled homework in all subjects to reinforce the learning they receive in class. Students should record their homework assignments in their student planner on a daily basis. This is an effort to help students learn organizational and time-management skills. The homework hotline will be activated in September. This service allows you to check your homework assignments by team from your home.

TEAM WEBSITES

Please refer to the team websites for updated homework information.

6 East—<http://ht.psd3.org/6east>

6 West—<http://ht.psd3.org/6west>

7 East—<http://ht.psd3.org/7east>

7 West—<http://ht.psd3.org/7west>

8 East—<http://ht.psd3.org/8east>

8 West—<http://ht.psd3.org/8west>

All other websites may be accessed by going to <http://ht.psd3.org/webpages>.

RENAISSANCE LEVELS

Students qualify for special events, activities, field trips and incentives by earning a Green or Gold Level sticker each grading period.

REQUIREMENTS

Gold Level

3.5 GPA
No 4's or 5's (citizenship)
No suspensions
No fines
No unexcused absences

Green Level

2.0 GPA with no Fs
Only one 4 or 5
No suspensions
No fines
4 hours (2 at school) of community service and/or activities during the grading period

Examples of **Green Level** activities you may qualify to participate in: Athletic tournaments, trivia nights, evening dances and various other activities.

Examples of **Gold Level** activities you may qualify to participate in: Hidden Valley Ski Trip, Cardinal Game, Cosmic Bowling, Laser Tag, Trout Lodge.

MIDDLE SCHOOL AWARDS

THE PATTONVILLE HEIGHTS MIDDLE SCHOOL AWARD

Students begin working toward earning their Middle School Award at the **beginning** of each year. They earn points for participation in school activities, scholarship, citizenship, and service. **All activities must be recorded on the self-scoring application form, available in the main office.** Students are encouraged to complete forms during 6th, 7th, and 8th grades. Forms are collected and tabulated in early May. This award is given out at the annual awards ceremony.

SCHOLASTIC AWARD

Students who have earned a 3.75 or above grade point average will qualify for this award.

EXEMPLARY ATTENDANCE AWARD

Students with Exemplary Attendance can miss no more than one day or have more than 5 tardies to school throughout the school year.

CITIZENSHIP AWARD

Students who maintain excellent citizenship (1.5 average or better with no 4s or 5s, ISS, OSS or bus suspensions) throughout the year are recognized in this category.

CORE SUBJECT AWARDS

Each teacher recognizes exemplary students who exhibit academic excellence in each subject area.

8TH GRADE AWARDS

PRINCIPAL'S AWARD

This is the most prestigious middle school award. The student(s) selected must have outstanding grades, citizenship, effort, and participation during the middle school years.

PRESIDENTIAL ACADEMIC AWARD

This award is given to students who earn a cumulative grade point average of 3.5 for five semesters at Pattonville Heights and a combination of standardized achievement test scores at the 85th percentile in math and reading.

STRAIGHT A's IN 1, 2, 3, or 4 CORE SUBJECTS

This award is given to students who have earned straight A's in their core subjects during x semesters at Pattonville Heights.

SCIENCE AWARD

This award is given to a student who has had outstanding accomplishments and participation in the area of science.

CHARACTERplus TRAITS

Respect

Responsibility

Acceptance

Service

Kindness

Peace

Courage

Perseverance

Cooperation

Honesty

EARLY DISMISSAL DAYS

Students are dismissed at 12:50pm on these dates:

Sept. 25, 2009 Oct. 12, 2009 Oct. 14, 2009
 Oct. 30, 2009 Dec. 11, 2009 Jan. 22, 2010
 Feb. 19, 2010 Mar. 9, 2010

12:30 Dismissal on Thursday, March 11, 2010

BELL SCHEDULE

REGULAR DAY - 1st Bell at 7:50 am

6th Grade	7th Grade	8th Grade
1st 8:05 - 8:49	1st 8:05 - 8:49	1st 8:05 - 8:49
2nd 8:53 - 9:37	2nd 8:53 - 9:37	2nd 8:53 - 9:37
3rd 9:41 - 10:25	3rd 9:41 - 10:25	3rd 9:41 - 10:25
4th 10:29 - 11:13	4th 10:29 - 11:13	4th 10:29 - 11:13
L 11:13 - 11:38	5th 11:17 - 12:01	5th 11:17 - 12:01
5th 11:42 - 12:26	L 12:01 - 12:26	6th 12:05 - 12:49
6th 12:30 - 1:14	6th 12:30 - 1:14	L 12:49 - 1:14
7th 1:18 - 2:02	7th 1:18 - 2:02	7th 1:18 - 2:02
8 th 2:06 - 2:50	8 th 2:06 - 2:50	8 th 2:06 - 2:50
Adv 2:50 - 2:58	Adv 2:50 - 2:58	Adv 2:50 - 2:58

L LUNCH BREAK

SHORTENED DAY - 1st Bell at 7:50 am

6th Grade	7th Grade	8th Grade
1st 8:05 - 8:34	1st 8:05 - 8:34	1st 8:05 - 8:34
2nd 8:38 - 9:07	2nd 8:38 - 9:07	2nd 8:38 - 9:07
3rd 9:11 - 9:40	3rd 9:11 - 9:40	3rd 9:11 - 9:40
4th 9:44 - 10:13	4th 9:44 - 10:13	4th 9:44 - 10:13
5th 10:17 - 10:46	5th 10:17 - 10:46	5th 10:17 - 10:46
L 10:46 - 11:11	6th 10:50 - 11:19	6th 10:50 - 11:19
6th 11:15 - 11:44	L 11:19 - 11:44	7th 11:23 - 11:52
7th 11:48 - 12:17	7th 11:48 - 12:17	L 11:52 - 12:17
8th 12:21 - 12:50	8th 12:21 - 12:50	8th 12:21 - 12:50

NO SCHOOL FOR STUDENTS

Friday, Sept. 4, 2009	Staff Development Day
Monday, Sept. 7, 2009	Labor Day
Friday, Oct. 16, 2009	Friday after P/T Conf.
Friday, Nov. 6, 2009	State Teacher meetings
Wed., Nov. 25, 2009	Staff Development Day
Thurs, Nov. 26, 2009	Thanksgiving holiday
Friday, Nov. 27, 2009	Thanksgiving holiday
Wed., Dec. 23, 2009	
thru	Winter Recess
Friday, Jan. 1, 2010	
Monday, Jan. 4, 2010	Report Day
Friday, Jan. 15, 2010	Staff Development Day
Monday, Jan. 18, 2010	Martin Luther King Day
Monday, Feb. 15, 2010	President's Day
Friday, Mar. 12, 2010	Friday after P/T Conf.
Monday, Mar. 15, 2010	
thru	Spring Break
Friday, Mar. 19, 2010	
Friday, April 2, 2010	Spring Holiday
Monday, May 31, 2010	Memorial Day Holiday