

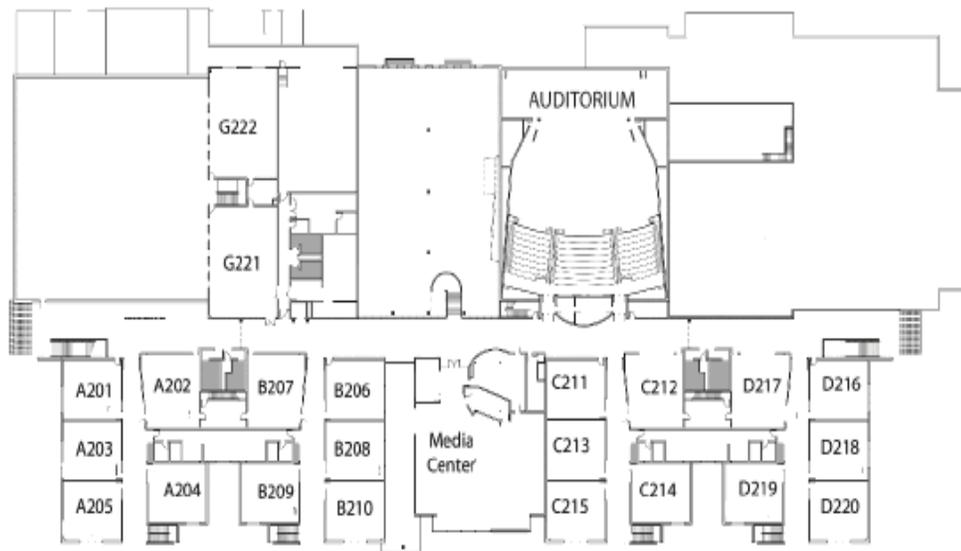
# **Vista Heights Middle School**



## **Blackhawk Handbook 2014-2015**

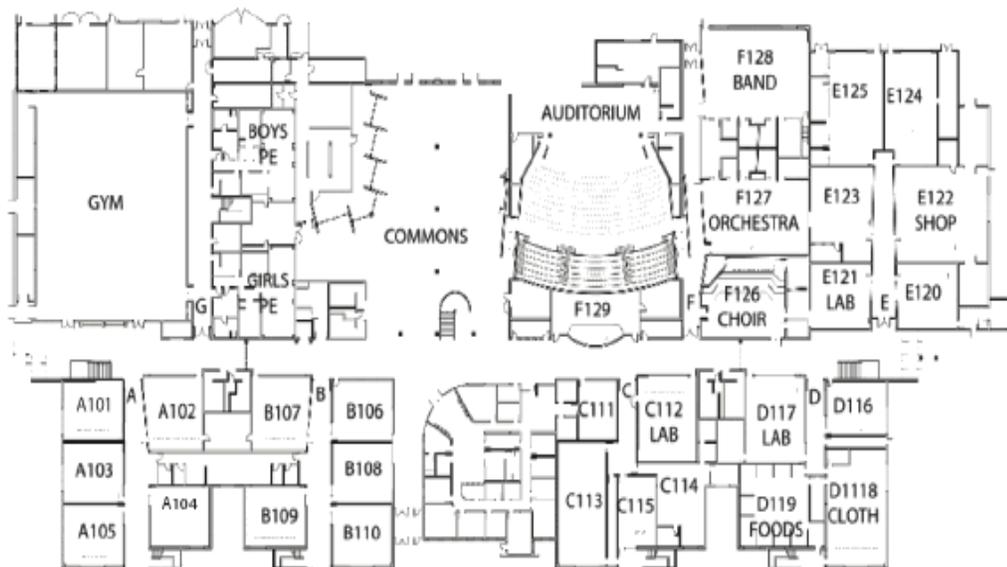
# Vista Heights Middle School Map

Upper Floor



Vista Heights Middle School Map

Lower Floor



**\*Classrooms T1, T2, T3, & T4 are located in the trailers outside the commons area.**



## **Blackhawks 2014-2015**

This handbook belongs to:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Skyward Login: \_\_\_\_\_

*Vista Heights Middle School  
484 W. Pony Express Parkway  
Saratoga Springs, UT 84045*

*Front Office: 801 610-8770*

*Counseling: 801 610-8771*

*Attendance: 801 610-8773*

*Fax: 801-768-4226*

*School website: [vistaheights.alpineschools.org](http://vistaheights.alpineschools.org)*

## Blackhawk Handbook 2014-2015

**Front Office: (801) 610-8770**

**Counseling Center: (801) 610-8771**

**Attendance: (801) 610-8773**

**Fax #: (801)768-4226**

### *School Information:*

*School colors: Black, Teal and Silver*

*Mascot: Blackhawks*

*School website: [vistaheights.alpineschools.org](http://vistaheights.alpineschools.org)*

### Important School Dates:

August 14 <sup>th</sup>	Open House 3:00-7:00 p.m.	January 5 <sup>th</sup>	School resumes after winter break
August 18 <sup>th</sup>	7 <sup>th</sup> Grade Day (8:15-11:30 a.m.)	January 19 <sup>th</sup>	Martin Luther King Day (No School)
August 19 <sup>th</sup>	First Day of School	February 16 <sup>th</sup>	Washington-Lincoln Day (No School)
September 1 <sup>st</sup>	Labor Day (No School)	March 9 <sup>th</sup>	Professional Development (No School)
October 16, 17,	Fall Break (No School)	April 6 <sup>th</sup> -10 <sup>th</sup>	Spring Break (No School)
October 20	Professional Development (No School)	May 25 <sup>th</sup>	Memorial Day (No School)
November 26 <sup>th</sup> -28 <sup>th</sup>	Thanksgiving Break (No School)	May 29 <sup>th</sup>	Last Day of School
December 22 <sup>nd</sup> -Jan 2 <sup>nd</sup>	Winter Break (No School)		

*Term 1 August 19<sup>th</sup>– October 24<sup>th</sup>, 2014*

*Term 2 October 27<sup>th</sup>, 2013 – January 12<sup>th</sup>, 2015*

*Term 3 January 13<sup>th</sup> – March 20<sup>st</sup>, 2015*

*Term 4 March 23<sup>rd</sup> – May 29<sup>th</sup>, 2015*

### **Parent/Teacher Conferences Dates:**

First Term: Thursday, September 18<sup>th</sup>, 2013

Third Term: Thursday, February 12<sup>th</sup>, 2014

### **Administration/Counseling Assignments:**

Administrators:

A-G Dr. Stewart  
H-O Mr. Reynolds  
P-Z Mrs. Eisenhart

Counselors:

A-G Mr. Wiltbank  
H-O Mr. Ringger  
P-Z Mrs. Webb  
9<sup>th</sup> grade specialist Mrs. Pauga

# Vista Heights Middle School

484 W. Pony Express Parkway

Saratoga Springs, UT 84045

Phone: (801) 610-8770

Dear Vista Heights Students,

Welcome to Vista Heights Middle School the home of the Blackhawks. So much time and attention has been given to provide you the opportunity to receive a first-class education at a state of the art school. It is built and staffed with you in mind. We are eager to help you have a successful experience in fulfilling the potential that you have to learn and grow. All we ask is that you give your best and believe in yourself and in those who have been given the awesome responsibility to educate you. This Blackhawk Handbook is provided for you to organize your schoolwork, and give you basic guidelines to follow for your success. We are here for you so please don't hesitate to ask for help whenever you need it.

Sincerely,

Steven K. Stewart, Principal

Kelli L. Eisenhart, Assistant Principal

Derek T. Reynolds, Assistant Principal

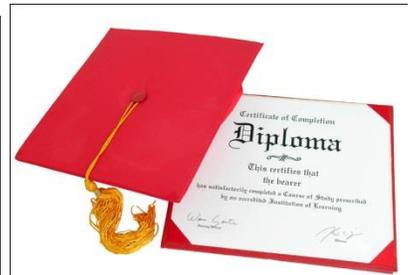


## Alpine School District 7<sup>th</sup>-8<sup>th</sup> Grade Completion Requirements

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15 Credits Required for Graduation  
16 Credits Possible on normal A/B Schedule  
1 Credit= 1 Full Year Class

<b>Subject</b>	<b>Req. Credit</b>
<b>CTE (7)</b>	<b>1</b>
<b>Fine Arts</b>	<b>1</b>
<b>English</b>	<b>2</b>
<b>Health (8)</b>	<b>0.5</b>
<b>PE</b>	<b>1</b>
<b>Social Studies</b>	<b>1.5</b>
<b>Math</b>	<b>2</b>
<b>Science</b>	<b>2</b>
<b>Electives</b>	<b>4</b>
<b>Total Credits Required</b>	<b>15</b>



# Alpine School District

## High School Graduation Requirements

28 Credits Required for Graduation  
 32 Credits Possible on normal A/B Schedule  
 1 Credit=1 Full Year Class

Subject	Req. Credit			
<b>English</b>	<b>4</b>			
<b>Math*</b>	<b>3</b>			
<b>Science*</b> At Least 2 of the Following Areas	<b>3</b>			
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Earth</td> <td style="width: 50%;">Biological</td> </tr> <tr> <td>Chemical</td> <td>Physics</td> </tr> </table>		Earth	Biological	Chemical
Earth	Biological			
Chemical	Physics			
<b>Social Studies</b> 1.0 World Studies (9) (.5 World Geography) (.5 World Civilizations) 1.0 U.S. History (10) 0.5 Elective (11) 0.5 Citizenship and Government	<b>3</b>			
<b>Fine Arts</b>	<b>1.5</b>			
<b>Career/Technical Education</b>	<b>1</b>			
<b>Computer Technology (9)</b>	<b>0.5</b>			
<b>Financial Literacy (12)</b>	<b>0.5</b>			
<b>Health (10)</b>	<b>0.5</b>			
<b>Movement and Fitness (PE)</b> 0.5 PE Skills (must take in 9th) 0.5 Fitness for Life (10) 0.5 Individualized Lifetime Act.	<b>1.5</b>			
<b>Electives</b>	<b>9.5</b>			
<b>Total Credits Required</b>	<b>28</b>			



**The Single Most Important  
Ingredient in Your Future is  
YOU!**

**YOU CAN  
SUCCEED**

**If it's to be it's  
up to ME!**



\*Most Universities Look At:  
**4 Years of Math**  
**4 Years of Science**  
**2-3 Years of a Foreign Language**

## School Tips

### **If you are having trouble with a class.**

Visit with your teacher about what you need to do to improve your grade. Take advantage of TEAL Time to get help in the classes you are not doing well in.

### **If your locker is jammed.**

Let the front office know so they can refer someone to assist you.

### **If you are absent and need missed work.**

When you are absent your parent/guardian should call the attendance secretary to excuse the absence. If you miss more than three consecutive days you may have your homework collected for you and available in the front office. Most missed assignments should be discussed and made up with your teacher.

### **If you need to purchase a lunch credit.**

Please visit the lunchroom and pay before school begins or pay online. You can make lunch payments online at [www.mealpayplus.com](http://www.mealpayplus.com). Please note that online payments can take 48 hours to post.

### **If you need to pay fines/class fee/PE uniform.**

The financial office will be open before school, during lunch and after school. You may also pay your fees online at [www.myschoolfees.com](http://www.myschoolfees.com).

### **If you lost or found something.**

Please visit the front office lost and found. Please remember that valuable items should not be brought to school.

### **If you have a question about your grades.**

Visit with your teacher or check your grades online through Skyward. A computer is now available in the library for students to check their grades before or after school.

### **If someone is harassing or bullying you.**

Talk to your teacher, counselor or an administrator. Please talk to someone so we can help you.

### **If you are ill.**

Make sure your parent/guardian excuses your absence and then work with your teacher to collect missed assignments. If you become ill during school let your teacher know. Check with the secretary in the front office to call home. If you are leaving school you must be checked out through the front office.

## Student Policies

### Attendance

Attendance is one of the most significant factors affecting student achievement in school. In order to assist students in their efforts to be academically successful and responsible citizens, Vista Heights expects students to be in class, prepared and on time each day. The objectives of the Vista Heights Attendance Guidelines are to:

- Teach responsible behavior by encouraging students to be accountable for their attendance.
- Support parent and student efforts in promotion of school attendance.
- Provide a safe, effective, uninterrupted learning environment for every student.

#### Absences:

When a student is absent from school parents are required to excuse the absence with a note or a phone call within 10 days. Any attempts to excuse an absence beyond 10 days, must be done through an administrator.

- Any student who misses (10) consecutive school days will be reported to state and district agencies, except for extenuating circumstances.
- It is the responsibility of the student to collect any work missed during the absence.
- If a student is absent for more than 3 consecutive days arrangements can be made for collection and pick up of homework.

#### Checking in late/Checking out early:

Students who arrive after school has begun need to check into the main office with a note or phone call from their parent or guardian. Students may not leave during the school day unless they are checked out through the front office by a parent/ guardian or authorized person. Any person checking out a student must present photo ID and be listed on the emergency release form online before the student may be released from the school. You may update the emergency contacts for your student via Skyward.

Tardies:

Students are expected to be on time to class, prepared, and ready to work when the tardy bell rings. There is a five minute passing period between classes. When the tardy bell rings all teachers will close their doors.

- Students not in the classroom before the bell rings are considered tardy and must report to the tardy office for a note.
- Any student reporting to school late must check in at the main office if the tardy is excused with a note, parent phone call or parent may walk in with the student. Unexcused tardy students need to report to the tardy office.
- Excessive excused check- in's will be addressed with administration.
- Missed detentions will result in double time.
- Consequences for unexcused tardies include the following:

# of Total Tardies Per term	Consequence	Referred to
1	Student is warned, reads and signs the policy showing they understand what is expected of them.	Student Advocate
2	Student phone call to parent(s). Parent is notified that on the next tardy they will need to sign an attendance contract.	Student Advocate
3	Parent is required to sign a contract. Student serves a 30 minute lunch detention if parent does not sign and return contract within 3 days.	Student Advocate
4,5	Parent is contacted and student is assigned a 30 minute after school detention or lunch detention.	Student Advocate
6,7,8	Parent, student, administrator meeting. Student is assigned a 60 minute after school detention or two lunch detentions.	Administration
9	Parent contacted and student is assigned to ISS for the day.	Student Advocate
10	Out-of-school suspension, referral to Truancy School, reinstatement meeting with Administration.	Administration
Single Class Truant	Time for time: One after school truancy detention/per period missed or 2 lunch detentions, phone call to parent(s).	Administration Attendance Student Advocate
All Day Truant	Send home Utah Code Letter-Law regarding compulsory education. In or out of school suspension possible. Phone call or meeting with parent(s), referred to conference with Counselor.	Administration Counselor
Continued Truant	Referral to Truancy School and/or Court.	Administration

Truancy

Students are considered truant if they are absent from their assigned class without permission.

### Auditorium Behavior

Student behavior while attending events in the auditorium should be much like behavior required while in class. Students who misbehave in the auditorium will lose the privilege to attend future events. Please follow these simple rules:

- Go directly to a seat. Move toward the center of the rows; do not save seats next to you.
- Be courteous to those performing. Refrain from whistling, shouting, and other disruptive behavior.
- Remain seated until dismissed by the person in charge.
- No candy, pop, or food of any kind is allowed in the auditorium.
- Please do not put feet (shoes) on the seat in front of you.

### Backpack Policy

Backpacks may be carried to school but must remain in the locker during the school day. We ask students to use a small string bag to carry necessary items.

- Safer school environment.
- Less theft of other students' belongings.
- Less congestion during class changing times.
- Safer and easier access to aisles in classrooms and in the cafeteria.
- Facilitates carrying basic items to class.

The Administration reserves the right to determine whether the string bag is too large.

### Bus Guidelines

Bus drivers will instruct you concerning bus rules, but generally they are the same as those we expect while students are in the school. Students must be careful while boarding buses after school. Never approach a moving bus or run along beside the buses as they enter or leave the parking lot. Riding the school bus is a privilege; if you fail to follow the rules or expectations of the driver you may lose that privilege. No student should ever cross the parking lot to reach a bus.

### Closed Campus

Adult visitors to the school must first check in at the front office. Student visitors are not allowed. Students from other schools, who are loitering, will face a misdemeanor charge of trespassing. The police will be called. Once students arrive at school, they may not leave the school grounds unless properly checked out through the main office. If students do check out of school, they must check back in through the main office if they return to school. Students leaving school grounds without properly checking out will be marked as truant.

### Computer Use/Acceptable Use Policy (ASD Policy 5225)

When using computers with internet access at Vista Heights, students must first have parents or guardians sign the Internet Use Policy Form online, giving permission for their student to access the internet. School computers must be used responsibly by students. School computers must not be used to access or create materials that are considered inappropriate at school. This includes, but is not limited to: images and messages that are sexually explicit, violent, grotesque, or are meant to demean or harass others. Computer use is a privilege and may be taken away if students use the computers in an inappropriate fashion. Vista Heights strictly enforces the policies set forth by the Alpine School District's Acceptable Use Policy. The current policy is found at: <http://alpinedistrict.org/policy/proc5225.pdf>

### Dress Code: (ASD Policy 5152)

Extremes of dress and appearance attract improper attention to the individual, which interferes with the educational process. The school will make the determination whether clothing or attire is inappropriate. Students in violation of the dress code policy will receive disciplinary action and may be sent home to change or the parent may be contacted to provide a change of clothes. Students will not be permitted to attend class while in violation of the dress code. The following guidelines will be followed at Vista Heights:

- Fads and extremes of dress that attract improper attention should be avoided.
- Hair should be clean and well groomed. Hair styles or colors distracting in appearance or needing constant attention are not acceptable. Also, odd colored or multicolored hair is not acceptable.
- All students male & female will be required to wear **SHIRTS WITH SLEEVE. Cap sleeves are acceptable.**
- Tank tops, halters, plunging necklines, and bare midriffs, muscle shirts, are not acceptable. Skirt length and shorts need to be closer to the knees than the hips.
- Vulgar words, profane or obscene slogans (explicit or implied), or advertisements for alcohol, tobacco, and drugs on clothing will not be tolerated.
- Clothing that is ragged, tattered, or deliberately distracting in appearance must be avoided.
- All students are required to wear appropriate footwear to school. Footwear must not mark or damage floors.
- Headwear/hats should NOT be worn in the building, carried, or held during school hours. Any teacher or administrator may confiscate these items if the rules are not followed. (this includes bandannas)

- Students cannot display any body piercing in an area other than the ear.
- Exposed undergarments are not allowed!  
\*Interpretation of the dress standard is the right and responsibility of the school administration.

### Drug/Alcohol/ Tobacco Policy (ASD Policy 5430)

Vista Heights Middle School is a “Drug Free Zone,” this means that these rules not only apply to campus, but they are enforced up to 1000 feet off campus. Any student in violation of drug and alcohol policy shall be subject to the following actions:

- Suspension from school for up to ten school days.
- Referral to the local police department.

A second offense may involve a referral to an administrative hearing panel for possible expulsion.

In addition, students distributing or selling drugs or alcohol will appear at an administrative hearing panel for the first offense for possible expulsion.

A drug offense consists of the possession, use, or distribution (giving away or selling) of any controlled substance (including marijuana, cocaine, steroids, prescription drugs, or other drugs listed in the law): or any imitation controlled substance (something that looks like a controlled substance, even though it isn't): or any drug paraphernalia (things like hypodermic needles, bongs, roach clips, hash pipes, etc., which may be used to produce, package, distribute, or use drugs.)

### Discipline

All students are expected to conduct themselves in a manner that will create a positive learning environment and not be offensive to any other student, teacher or visitor to the school. Students who do not conduct themselves in a manner appropriate for the school setting will be subject to school and district discipline.

### Electronic Device Policy (ASD Policy 5250)

#### *CELL PHONES*

**Cell phones cannot be used, shown, or displayed during school hours (8:15-2:45).** Teachers and staff are instructed to confiscate cell phones that are used, shown, or displayed during that time. Students may use their cell phones before or after school. Because of the potential for theft and misuse, electronic devices should not be brought to school by students. If any electronic device is confiscated and brought to the office, the following steps can be taken but are left to administrative discretion according to the circumstances.

1<sup>st</sup> Offense: phone is confiscated and will be returned at the end of the day.

2<sup>nd</sup> Offense: phone is taken until a parent or guardian can pick it up.

3<sup>rd</sup> Offense: student subject to school discipline, phone is held until administration can meet with student and parent/guardian.

\* Additional offenses will result in administrative discipline.

### Emergency Procedures

#### **1. FIRE**

Fire alarms will sound and students will evacuate the building according to the rehearsed evacuation plan in each classroom. Students will remain with the teacher outside until further instructions are given. **If an emergency happens during the lunch time hour or at class break students would report to their previous period teacher.**

#### **2. EARTHQUAKE**

A. The students will “cover and hold on” position under a desk or table if possible to enhance protection.

B. Students should move away from large windows and from under any heavy light fixtures.

C. Students will evacuate the building with the teacher when the alarm sounds. When everything is safe and the emergency is over the all clear bell will ring for students to reenter the building.

#### **3. INTRUDER**

A. Teacher will lock down their room with students inside and down against the wall out of view of the window.

B. Students in the hall at the time of the intrusion need to go to the nearest room. If in the restroom, stay there.

### First Aid/Medication

#### *Dispensing Medication*

Prescription medication must be kept in the front office and parent/guardian must provide the school with a written request and written health care provider approval. Forms may be picked up in the front office or downloaded from the district website. If proper authorization has been obtained, a parent must bring medication to the school in its original prescription bottle with the original pharmacist label. It will be kept in the front office. It is a district policy that the only medication that a student may have in their possession is for asthma or diabetes. The student must have Physician authorization on file in the front office for these medications.

#### *Over the Counter Medication*

- Parents/guardians may request non-prescription drugs such as acetaminophen or ibuprofen be dispensed by school personnel to the student. School personnel must receive parental permission by phone call EACH TIME a student requests such treatment. If your student requires regular doses of pain

medication, please fill out a medical form provided by a doctor, and supply the office with medication.

- With parent permission, students may carry and self-administer ONE dose of easily identified non-prescription, over-the-counter medication with the exception of syrups.
- No student is permitted to sell, share, or otherwise give to others any medication, prescription or non-prescription. Violations of this policy are subject to disciplinary action.

## General Student Expectations

- IPOD's, MP3, headphones, and other electronic devices are to be left home.
- Trading cards, toys, and other distracting items are to be left at home.
- No inappropriate language allowed on school grounds.
- Do not run, push, shove, or yell in the halls during passing time.
- All students in the halls during class time must have their planner hall pass.
- Skateboards, roller blades, and scooters are not permitted at school.

## Grade Reports

Report cards will be available online via skyward. Parents and students are encouraged to use Skyward to monitor student progress during the year.

Academic Tracking: Tracking methods to monitor progress may include talking with a teacher, TEAL Time progress reports, and Skyward.

## Language

Appropriate language should be used with friends and teachers anywhere on school grounds. Language which includes swearing, obscene jokes or gestures and dirty words, will not be tolerated whether it is in the classroom, halls or playing fields.

## Lockers

A locker with a combination lock is assigned to students at the beginning of the year. Students will share their locker with another student. Locker combinations are changed each year and the combination is issued only to those students who are responsible for that locker. The school is not responsible for lost or stolen items; please leave valuable items at home! Lockers should be clean and cannot have any material on the outside. Legal opinions have ruled that school lockers will remain the property of the school. Authorized personnel have

a responsibility and right to examine the contents of lockers for reason of health, safety, and security.

It is imperative that you keep your combination confidential. The following guidelines will help avoid problems with your locker:

- Do not give your combination to any other person even your best friend.
- Do not leave your combination set on the last number.
- Use only your assigned locker. Do not change lockers without permission from the office.

Failure to follow these guidelines may result in a fine or loss of locker privilege.

## Lunchroom

Lunch may be purchased on a daily or monthly basis.

Payments for lunch may be made prior to school in the cafeteria or the easiest way to pay and track your balance is online at [www.mypaymentsplus.com](http://www.mypaymentsplus.com). Payments made online take 48 hours to post. Students must exhibit the following behaviors in the lunchroom:

- Be courteous at all times.
- Take the proper place in the lunch line. Do not cut ahead of others.
- Clean up any food spilled through accident or carelessness.
- Dispose of all containers properly.
- Leave tables and chairs in proper order.
- Food is to be consumed only in the cafeteria.
- Students are not to sit on the tables or counters.

The a la carte line is a privilege, not a right. Inappropriate behavior in the a la carte area will result in closing the line and losing the privilege.

## Media Center

The library is open from 7:45 a.m. to 3:15 p.m. and during lunches. During class time, class groups must be accompanied by their teacher. An authorized media center pass is required of all students who use the library during instructional time. Students should check in at the desk as they enter so the staff is aware of who is in the center and what they will be doing, so the staff is better able to assist. Students may only check out one book at a time. Most books are checked out for two weeks and may be renewed for three additional two week periods. There will be a charge of \$.10 per day for overdue items. Late reference items will be charged \$.25 per day.

*Student Media Expectations:*

Students are to show respect to others, property and self.

- Use appropriate voice, language and behavior.
- Keep it clean.
- No food or drinks allowed.

## Relationships

Students are not allowed to hold hands or engage in other inappropriate physical contact (PDA “public display of affection”) anywhere on campus or at any school-sponsored activity. This applies to any gender relationship.

## Safe School Policy (ASD Policy 5182)

The ASD Safe School Policy includes avoiding the following:

**Abetting** is the act of supporting, encouraging, and/or assisting activities which violate the safe school policy.

**Bullying** is defined as aggressive behavior that is intended to cause harm or distress, exists in a relationship in which there is an imbalance of power or strength and may be repeated over time. Bullying may be physical, verbal/written or psychological, and through cyber space.

**Physical Bullying** includes, but is not limited to, pushing, grabbing, pinching, shoving, poking, tripping, kicking, hitting, and destroying property.

**Verbal/ Written Bullying** includes, but is not limited to, name calling, mean teasing, spreading false rumors, intimidation, sexual comments, harassing and threatening comments which are communicated verbally, in writing or through electric media.

**Cyber Bullying** includes, but is not limited to, using email, web pages, text messaging, blogs, instant messaging, or any other electronic means for aggression, intimidation, or harassment against another person. Examples may include, but are not limited to sending mean, vulgar, or threatening messages or images; posting inappropriate pictures that are sensitive, private information about the victim; pretending to be someone else to hurt that person; rude comments; lies; stalking; threats; extortion; harassment; and transmission of unflattering or embarrassing photographs.

**Acts of Violence** that disrupt the daily operation of the school include but are not limited to physical or sexual assault, intimidation, aggression, possessing or displaying a dangerous weapon, or committing acts of terrorism.

**Dangerous Weapon** means any items capable of causing death or serious bodily injury, or a facsimile or representation of the item. (Weapons shall include but not be limited to firearms, knives, metal knuckles, straight razors, explosives, noxious, or poisonous gases, poisons and drugs. )

**Hazing/Harassment** means intimidation or any act that injures, degrades, or disgraces a student or staff member.

**Gang/Secret Societies/Hate Groups** means a group of three or more people who form an allegiance and engage in a range of anti-social behaviors that may include violent or unlawful activity or which advocate hatred or discrimination on the basis of race, religion, sex, national origin or disability.

**Gang Activities** shall include students who:

1. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other things which are evidence of membership or affiliation in any gang.

2. Commit any act or use any speech, either verbal or non-verbal (gestures, handshakes, etc.) showing membership or affiliation in a gang.

3. Use any speech or commit any act in furtherance of the interests of any gang or gang activity, including, but not limited to: a. soliciting others for membership in any gangs; b. requesting any person to pay protection or otherwise intimidating or threatening any person; c. committing any other illegal act or other violation of school district policies; d. inciting other students to act with physical violence upon any other person; e. defacing school property (i.e.: books, lockers, walls, etc.)

## Sexual Harassment (ASD Policy 5185)

Sexual Harassment is defined as unwanted conduct or communication of a sexual nature that adversely affects a person’s educational opportunities, relationships or environment. This includes electronic harassment in the form of texts, chat rooms, social networking sites, pictures, etc. District Policy prohibits sexual harassment of any kind – adult to adult, adult to student, student to adult or student to student. Anyone may file a sexual harassment complaint when an incident arises with a counselor or administrator. Forms are available in the front office and the Guidance Center and the incident will be investigated immediately. Students who harass others may be suspended or possibly expelled.

## “Put Down the Snow!” A matter of safety

For safety reasons, snowball throwing anywhere on the school campus is prohibited.

## Student Recognition/Rewards

Our student recognition and rewards programs help provide a very positive environment for everyone at Vista Heights. We encourage all students to participate in our programs and do their very best. During the school year, other programs may be added to recognize the accomplishments of as many of our students as possible.

### *ACADEMICS*

High Honor Roll: 3.95-4.0 GPA

Honor Roll: 3.7-3.94 GPA

Students who earn high honor roll or honor roll standings are recognized each term.

4.0 Award: Students who maintain a 4.0 GPA throughout the school year. These students will be recognized at the end of the school year.

Year End Recognition Awards: Teachers nominate students for specific subject awards at the end of the school year for Student of the Year.

Student of the Week Awards: Teacher will nominate a student during the week for recognition.

Team Awards: Teams will recognize outstanding students.

### CITIZENSHIP:

Caught Being Good: Students caught being good by any staff member can earn a CBG card which is placed in a jar in the office. They are drawn out of the jar daily and students get to pick a prize.

### Substitute Teachers

Substitute teachers will be treated with the same respect as the regular classroom teacher. Those students who fail to respect any adult in the school will be subject to school discipline.

### Vending Machines

Please do not abuse this privilege. Vending machines are available to you before and after school and during lunch, but not between classes as food and drinks are not allowed in the classrooms. Anyone found kicking, hitting, rocking, or damaging the machines may be fined. If the machine "eats your money" Vista Heights will not refund your money.

### School Resources

#### Guidance Center

Guidance and counseling services are available for all students. If a parent or student would like to visit with a counselor please make an appointment with the counseling secretary. Schedule Changes: Schedule changes are strongly discouraged. In the event a schedule change is needed, a completed schedule change form and \$5 fee is required before the change can be made with your counselor.

#### HOPE Squad

Hope Squad is a group of peer mentors that work to create awareness about and prevent self-harm and teenage suicide. HOPE stands for "Hold On, Persuade, and Empower." We know that our students have friends who struggle with self-harm talk and behavior. Most times friends don't know what to do with the information that is shared with them and stand by and watch as their friend suffers in silence. Peers have the ability to "**persuade**" their friends to just "**hold on**" long enough to get help, and they become "**empowered**" when they see their friends get the help they need. Our students were asked to nominate friends who they trusted and felt comfortable talking to. HOPE Squad members were selected from these nominations and then trained on how to best provide support to their peers and where they could turn to for help. We want all of our students to know that they do have resources available to them here at Vista. Our HOPE Squad has been instrumental in creating a positive, safe, and healthy learning environment for our students at Vista Heights.

### Skyward

We encourage you to use Skyward during the school year to keep informed of your progress. Teachers will update grades regularly in order to remain current. Skyward can be accessed by internet at [vistaheights.alpineschools.org](http://vistaheights.alpineschools.org). You will need to know your students' log in and password, which is the User Name. You can access updated assignments, attendance, grades or leave an e-mail message for teachers. Please become familiar with Skyward as we will now be paperless for report cards and midterms.

### TEAL (Teacher Extended Assistance Learning) Time

TEAL Time is a 30 minute segment of the school day schedule, Tuesday-Friday, when students have the opportunity to meet with teachers to work on any failing grades or missed work. Students occasionally miss school due to illness, absences, or other activities (competitions/festivals). TEAL Time is a chance to identify missed work or suffering grades. Students will receive their own grades slip each day so that they know exactly what their current grades are. They will know which teachers to meet with, and can find out what work needs to be completed. We call this portion of TEAL Time, *remediation*. Almost all of the students at Vista Heights will have the opportunity to do some remediation during the course of the year for one reason or another.

We feel that giving students the benefit of clearing up any missed assignments or giving them extra one on one time with their teachers for clarification on concepts during the school day will provide a solid basis for maintaining grades and provide a win/win learning scenario. Not all students may be able to come in before school or stay after school. TEAL Time gives all students equal opportunity to have the extra help they may need. TEAL Time also has Enrichment Activities built in as motivation for students to turn all assignments in on time, and keep their grades up.

Students are expected to use their time in TEAL appropriately and effectively. Students who fail to do this are subject to normal consequences related to tardiness, truancy, and misbehavior.

We encourage parents to check with their student on a regular basis to ask about grades. Students and parents also have access, at any time, to current grades through Skyward.

Vista Heights Middle School  
Annual Calendar  
2014-2015

Open House.....	August 14, 2014
7 <sup>th</sup> Grade Day .....	August 18, 2014
School Starts (7 <sup>th</sup> & 8 <sup>th</sup> ).....	August 19, 2014
Labor Day (No School).....	September 1, 2014
Parent Teacher Conference.....	September 18, 2014
Fall Break (No School).....	October 16,17,20, 2014
End of 1 <sup>st</sup> term.....	October 24, 2014
Thanksgiving Break (No School).....	November 26-28, 2014
Winter Break (No School).....	December 22, 2014-January 2, 2015
End of 2 <sup>nd</sup> term.....	January 12, 2015
Martin Luther King Day (No School).....	January 19, 2015
Washington/Lincoln Day (No School).....	February 16, 2015
Parent Teacher Conference.....	February 12, 2015
End of 3 <sup>rd</sup> term.....	March 20, 2015
Spring Break (No School).....	April 6-10, 2015
Memorial Day (No School).....	May 25, 2015
Last day of school.....	May 29, 2015





## Collaboration Day Bell Schedule

Monday



Period		Time	Duration
A Days	B Days		
First Bell		8:10	
A1	<b>B5</b>	8:15-9:30	75 min.
Passing		9:30-9:35	5 min.
A2	<b>B6</b>	9:35-10:45	70 min.

### 1st Lunch

Lunch		Time	Duration
		10:45-11:15	30 min.
Passing		11:15-11:20	5 min.
A3	<b>B7</b>	11:20-12:30	70 min.

### 2<sup>nd</sup> Lunch

Passing		10:45-10:50	5 min.
A3	<b>B7</b>	10:50-12:00	70 min.
Lunch		12:00-12:30	30 min.

Passing		12:30-12:35	5 min.
A4	<b>B8</b>	12:35-1:45	70 min.



## TEAL Time Bell Schedule



Period		Time	Duration
A Days	B Days		
First Bell		8:10	
A1	<b>B5</b>	8:15-9:35	80 min.
Passing		9:35-9:40	5 min.
A2	<b>B6</b>	9:40-11:00	80 min.
Passing		11:00-11:05	5 min.
<b>TEAL Time</b>		<b>11:05-11:35</b>	<b>30 min</b>

### 1st Lunch

Lunch		Time	Duration
		11:35-12:05	30 min.
Passing		12:05-12:10	5 min.
A3	<b>B7</b>	12:10-1:25	75 min.

### 2<sup>nd</sup> Lunch

Passing		11:35-11:40	5 min.
A3	<b>B7</b>	11:40-12:55	75 min.
Lunch		12:55-1:25	30 min.

Passing		1:25-1:30	5 min.
A4	<b>B8</b>	1:30-2:45	75 min.



## No TEAL Time Bell Schedule



Period		Time	Duration
A Days	B Days		
First Bell		8:10	
A1	<b>B5</b>	8:15-9:45	90 min.
Passing		9:45-9:50	5 min.
A2	<b>B6</b>	9:50-11:15	85 min.

### 1st Lunch

Lunch		Time	Duration
		11:15-11:45	30 min.
Passing		11:45-11:50	5 min.
A3	<b>B7</b>	11:50-1:15	85 min.

### 2<sup>nd</sup> Lunch

Passing		11:15-11:20	5 min.
A3	<b>B7</b>	11:20-12:45	85 min.
Lunch		12:45-1:15	30 min.

Passing		1:15-1:20	5 min.
A4	<b>B8</b>	1:20-2:45	85 min.



## Extended TEAL Time Bell Schedule



Period		Time	Duration
A Days	B Days		
First Bell		8:10	
A1	<b>B5</b>	8:15-9:30	75 min.
A2	<b>B6</b>	9:35-10:50	75 min.
<b>TEAL Time</b>		<b>10:55-11:45</b>	<b>50 min</b>

### 1<sup>st</sup> Lunch

Lunch		Time	Duration
		11:45-12:15	30 min.
A3	<b>B7</b>	12:20-1:30	70 min.

### 2<sup>nd</sup> Lunch

A3	<b>B7</b>	11:50-1:00	70 min.
Lunch		1:00-1:30	30 min.

A4	<b>B8</b>	1:35-2:45	70 min.
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