

Elton Gregory Staff

Office

Chad Lowe..... Principal
Gena Bennett.....Assistant Principal
Doug Taylor.....Dean of Students
Marques Hase.....Athletic Director
Elizabeth Platt.....Counselor
Stacy Wink.....Office Manager/Bookkeeper
Christin Barnes.....Athletics
Tracy Osborne.....Registrar
Kay Crafton.....Attendance
Kim Kirk.....School Nurse

Specialists

Jessica Jones.....PE
Andrew Dempsey-Karp.....ERC
Sarah Cochran.....Spanish
Katie Puppo.....ERC
John Hooper.....ILS
John O'Malley.....ERC
Sean Maloney.....PE
Renee
Withers.....Band
Julie Klein.....Speech Pathologist
Trish Christopher.....School Psychologist

Columbia Teachers

Emily Holdsworth.....7/8 Science
Tim Garland.....7/8 Math
Chris Felton.....7/8 Social Studies
Madeline Tanner.....6th Grade Language Arts/Social Studies
Carrie Brumbach.....7/8 Language Arts

David Woods.....6th Grade Math/Science

Deschutes Teachers

Melissa Develter.....8th Grade Language Arts/AVID

Joan Vetter.....7th Grade Language Arts

Marques Hase.....7/8 Social Studies

Sammy Webb.....6th Grade Language Arts/Social Studies

Luke Voorhies.....6th Grade Math/Science

Diane Randgaard.....7/8 Math

Ray Morgan.....7/8 Science

McKenzie Teachers

Karen Young.....7/8 Science

Kelli Grey.....7/8 Social Studies

Carl Robbins.....7/8 Math

Jason Gruetzmacher.....6th Grade Language Arts/Social Studies

Michelle Malone.....6th Grade Math/Science

Kristi Scalise.....7/8th Language Arts

Metolius Teachers

Mark Blanchard.....6th Grade Math/Science

Cyd Wheeler.....6th Grade Language Arts/Social Studies

Educational Assistants

Julie Brown.....ERC

Melissa Morehouse.....ERC

Dusty Stenkamp.....ERC

Nina Rodriguez.....ILS

Tierra Ames.....ILS

Kendra Brabb.....ILS/CNA

Ryan Harding.....ILS

Building Wide Support Staff

Marci Park.....Library

Tammy Gates.....FAN

Rhonda Ayling.....Computer Lab Assistant

Darren Dutcher.....Head Custodian

Jay Martinez.....Custodian

FOR A SAFE AND SUPPORTIVE LEARNING ENVIRONMENT

Academic Responsibility

We take PRIDE in our learning

Students at the middle school level are expected to be **self-directed learners**, taking increased responsibility for their own academic progress. Students have the right to remain informed about their academic status, and each teacher maintains a system of posting updated grades. Students have the responsibility to communicate with their teachers and take advantage of tools to keep informed about their grades.

Parents and students are encouraged to access our ParentVue and StudentVue **online grading information system**.

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.

Messages need to be received by 1:45 in order to allow time to deliver to the student. Students need a pass from their teacher to use the office phone.

Office Visits

Students who would like to see a Counselor may make that appointment through the front office.

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.

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

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.

We cannot provide supervision to students after the **Final 2:20 bell**, so 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. Students who consistently fail to comply with this policy may be subject to citation by law enforcement.

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.

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 <i>Ladder will be used per class and reset each trimester</i>	
1st Tardy	Verbal Warning from teacher
2nd Tardy	Verbal Warning from teacher
3rd Tardy	Tardy Letter sent home. Letter must be signed by a parent/guardian and returned to the office the next school day. If letter is not returned, the student will be issued lunch detention until the letter is returned or contact with the parent/guardian has been made.
4th Tardy	Student will be issued a Discipline Referral and consequence
5th Tardy	Student will be issued a Discipline Referral and consequence
6th Tardy	Student will be issued a Discipline Referral and consequence as well as a parent conference with administration

Appropriate Dress

We respect ourselves.

Clothing at school is expected to be modest and safe. **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:** low-cut shirts, shirts exposing midriff, exposed undergarments, or attire

that displays drugs, weapons, alcohol or other inappropriate images. **Hats and hoods** are expected to be off from 7:15 am to 2:15 pm, with the exception of outside recess.

Attendance

We respect the value of time.

We are committed to providing a valuable experience for students every day. If circumstances make this difficult, please contact us 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. 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)

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.**

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.

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.

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.

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.

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 and devices during passing periods and at lunch break.

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

1st Violation	Phone/Device will be brought to the office by a staff member. Student may pick up the phone/device after the 2:15 dismissal bell.
2nd Violation	Phone/Device will be brought to the office by a staff member. Student may pick up the phone/device after the 2:15 dismissal bell. A letter will be sent home informing parent/guardian that they will need to pick up the phone/device from school if a 3rd violation occurs. Letter will need to be signed and returned by parent/guardian within 2 school days after letter is issued.
3rd Violation	Phone/Device will be brought to the office by a staff member. Administration will call and inform that parent/guardian must pick up the phone/device. Student will have a “problem-solving” meeting with administrator.
4th Violation	Phone/Device will be brought to the office by a staff member. Administration will call and inform the parent/guardian that they must pick up the phone/device. Discipline referral will be written.
5th Violation	Phone/Device will be brought to the office by a staff member. Administration will call and inform the parent/guardian that they must pick up the phone/device. Discipline referral will be written.
6th Violation	Phone/Device will be brought to the office by a staff member Administration will call and inform the parent/guardian that they must pick up the phone/device. Discipline referral will be written. Parent/guardian conference may be scheduled

	and a check-in/check-out plan will be created.
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Miscellaneous Items

Any item that disrupts learning will be confiscated. This includes, but may not be limited to, laser pointers, fidget spinners, headphones, rubber bands, toys and notes. It will be the decision of administration if the item is returned to the student or the parent.

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.

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.

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.

BEHAVIOR THAT MAY RESULT IN DISCIPLINARY ACTION

per EGMS Disciplinary Matrix

Displays of Affections

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

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.

Fighting

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

First Incident: Suspension for 2-5 days and police citation as warranted.

Second Incident: Suspension for 5-7 days and police citation as warranted

Third Incident: Suspensions pending recommendations expulsion and police citation as warranted.

Students who help incite or encourage a fight in any way will be held responsible for their actions and may receive disciplinary action.

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 will 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.

Weapons

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.

Dangerous Items

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.

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.

Gang Related Behavior

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

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 up to two days

Second Incident: Suspension for up to five days; parent conference required

Third Incident: Suspension with possible recommendation for expulsion

Controlled Substances and Drug Paraphernalia – Possession or Use

Students may not possess or use drugs, alcohol, drug-related paraphernalia or controlled substances without a prescription on any School District property or while attending any school-related event, even away from school grounds. This includes all look-alike substances such as electronic cigarettes, energy pills, non-alcoholic beer, etc.

Controlled Substances - Sale or Distribution

Students may not sell, distribute alcohol or any other controlled substance/look-alike substance on any school district property or while attending any school-related event, even away from school grounds.

Elton Gregory Discipline Matrix

Level 1; Classroom Managed	
<p>Level 1 behavior offenses are minor in nature. These may include violations of student handbook and/or classroom rules and procedures. Consequences for Level 1 behaviors will be handled by the classroom teacher.</p>	
<p>Behavior Examples:</p> <ul style="list-style-type: none"> - Minor "horseplay" - Undirected profanity - Running in halls/classroom - Minor defiance - Minor classroom disruption - Off-task behavior - Minor levels of cheating - Minor Public Displays of Affection - Minor levels of cheating 	<p>Possible Consequences:</p> <ul style="list-style-type: none"> - Parental/Guardian contact - Teacher/Student conference - Loss of privilege - Assigned seat - Change of seat - Lunch detention - Alternative/Additional assignment
<p>Exhibits of repeated Level 1 behaviors will result in Level 2 matrix escalation. Parent/Guardian contact will be made by phone or email.</p>	

Level 2; Office Managed	
<p>Level 2 behaviors are more serious in nature, may involve the safety of other students, and show a willful disregard for rules and/or policies. Level 2 behaviors will be referred to the office pending further consequences. Discipline referral will be written by staff member and make initial contact with parent/guardian. Administration will also contact parent/guardian after student conference.</p>	
<p>Behavior Examples:</p> <ul style="list-style-type: none"> - Repeated Level 1 behaviors - Throwing of objects - Major disruptions - Defiance or disrespect - Directed profanity - Skipping Class - Damaging or defacing school property - Major Public Displays of Affection - Cheating 	<p>Possible Consequences:</p> <ul style="list-style-type: none"> - School Service - Lunch Detention(s) - Parent/Guardian Conference - Loss of privileges

A **third** Level 2 referral in a **trimester** will result in the **escalation** to Level 3.

Level 3; Office Managed

Level 3 behaviors are severe and deliberate in nature. Level 3 behaviors may put the individual, peers, and staff in danger. Students exhibiting Level 3 behaviors will be sent directly to see administration. **Discipline referral will be written and administration will contact parent/guardian.**

Behavior Examples:

- Repeated Level 2 behaviors
- Harassment/Bullying
- Threats of bodily harm
- Fighting or Physical aggression
- Blatant disrespect
- Damaging or defacing school property

Possible Consequences:

- ISS/OSS
- Parent/Guardian conference
- Financial Restitution
- Loss of privilege
- School Service
- Behavior Plan
- Meeting with SRO
- Change of schedule

Level 4; Office Managed

Level 4 behaviors are the most severe, deliberate, and willful in nature. Level 4 behaviors put students, staff, and the school as a whole in extreme danger. Students exhibiting Level 4 behaviors will be immediately **escorted** to the office. **Discipline referral will be written and administration will contact parent/guardian.**

Behavior Examples:

- Possession, use, or distribution of tobacco, drugs, or alcohol
- Assault
- Robbery or Theft
- Major and malicious destruction of school property
- Possession of a weapon (knife, gun, pepper spray, etc.)

Possible Consequences:

- OSS
- Expulsion
- Law Enforcement citation
- Change of placement or schedule
- Financial Restitution