

Redwood Middle School

2024-2025

Property of: _____

Address: _____

Phone #: _____ Email: _____

In case of emergency, please notify:

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The Conejo Valley Unified School District provides a quality education in an environment where every child matters.

REDWOOD MIDDLE SCHOOL MISSION STATEMENT

At Redwood Middle School, our mission is to develop lifelong learners who communicate, collaborate, and think critically, creatively, and independently. We encourage students to embrace the challenges that are necessary to become outstanding citizens and scholars. Redwood is a community that strives to maintain a safe, nurturing, and academic environment where there is a place for everyone.

---Strive with Pride---



ADMINISTRATION'S WELCOME

Dear Students,

Welcome to Redwood Middle School, home of the Vikings. This school year will present new and exciting challenges for growth and success in academics, performing arts, and athletics. We encourage you to participate in as many of these opportunities as possible. The Conejo Valley Unified School District has a rich tradition of academic success and as part of the "Redwood Middle School Community" all students, staff and parents have one thing in common: we are all valuable team members.

This handbook has been prepared to assist students in becoming acquainted with the school activities, as well as the policies and procedures that will be followed during the 2024-2025 school year. In conjunction with the CVUSD Discipline Policy and Procedure manual, and the CVUSD Middle School Information Handbook, this handbook serves as a framework to help you. You should comply with the spirit of good citizenship and, when in doubt, discuss your questions or concerns with a teacher, counselor, or administrator.

Redwood Middle School was named a California Gold Ribbon School in 2017 and was awarded California Distinguished School status in 2013. You, as students, are the most important part of this highly recognized school. As part of this school community, we all have the responsibility to give our very best effort in every situation. It is our sincere hope that your days at Redwood will be rewarding, meaningful, and fun.

The expectations at Redwood are high, but by no means unattainable and our staff is here to help you each and every day. Our hope is that you will have a wonderful experience here at Redwood and upon promoting feel prepared to face the challenges of your future.

Sincerely,
Redwood's Administrative Team

RENAISSANCE PROGRAM



RENAISSANCE

A COMMITMENT TO EXCELLENCE IN EDUCATION

Redwood will continue with the **RENAISSANCE PROGRAM** for the 2024-2025 school year. To qualify for Renaissance, students must meet the following criteria:

Earn all A's, B's C's and E's and S's in citizenship and work habits.

A mark of an "N" or "U" in citizenship or work habits disqualifies a student from earning a Renaissance Reward for a specified grading period.

RENAISSANCE is a recognition and incentive program with two major goals:

1. Focusing on and emphasizing academics and academic excellence
2. Recognizing and rewarding student achievement

The Renaissance Program at the middle schools encourages all students to raise their grades, maintain high citizenship, and exhibit good work habits by recognizing their positive efforts, providing incentives to improve, and rewarding them for excellence and improvement.

RENAISSANCE ACTIVITIES

Each trimester students are rewarded for earning good grades, citizenship, and work habit marks. Rewards may include t-shirts, school supplies with the Redwood logo and a specialty food item from a local community vendor. Students will receive Renaissance recognition every time they meet the criteria for Renaissance. Students will be given wristbands the day of the event to indicate they earned Renaissance .



Standard Bell Schedule
CPT Tuesday and Advisory Wednesday/Thursday

Monday Regular Schedule	Tuesday – CPT <i>No A Period</i>	Wednesday Advisory	Thursday Advisory	Friday Regular Schedule
A Period 7:55 am - 8:55 am	CPT 8:30 am - 9:25 am	A Period 7:55 am – 8:55 am	A Period 7:55 am – 8:55 am	A Period 7:55 am - 8:55 am
Period 1 9:00 am - 9:55 am	Period 1 9:30 am - 10:20 am	Advisory 9:00 am – 9:25 am	Advisory 9:00 am – 9:25 am	Period 1 9:00 am - 9:55 am
Period 2 10:00 am - 10:50 am	Period 2 10:25 am - 11:10 am	Period 1 9:30 am – 10:20 am	Period 1 9:30 am – 10:20 am	Period 2 10:00 am - 10:50 am
Nutrition 10:50 am - 11:00 am	Nutrition 11:10 am - 11:20 am	Period 2 10:25 am – 11:10 am	Period 2 10:25 am – 11:10 am	Nutrition 10:50 am - 11:00 am
Period 3 11:05 am - 11:55 am	Period 3 11:25 am - 12:10 pm	Nutrition 11:10 am – 11:20 am	Nutrition 11:10 am – 11:20 am	Period 3 11:05 am - 11:55 am
Period 4 12:00 pm - 12:50 pm	Period 4 12:15 pm - 1:00 pm	Period 3 11:25 am – 12:10 pm	Period 3 11:25 am – 12:10 pm	Period 4 12:00 pm - 12:50 pm
Lunch 12:50 pm - 1:20 pm	Lunch 1:00 pm - 1:30 pm	Period 4 12:15 pm – 1:00 pm	Period 4 12:15 pm – 1:00 pm	Lunch 12:50 pm - 1:20 pm
Period 5 1:25 pm - 2:15 pm	Period 5 1:35 pm - 2:20 pm	Lunch 1:00 pm – 1:30 pm	Lunch 1:00 pm – 1:30 pm	Period 5 1:25 pm - 2:15 pm
Period 6 2:20 pm - 3:10 pm	Period 6 2:25 pm - 3:10 pm	Period 5 1:35 pm – 2:20 pm	Period 5 1:35 pm – 2:20 pm	Period 6 2:20 pm - 3:10 pm
		Period 6 2:25 pm – 3:10 pm	Period 6 2:25 pm – 3:10 pm	

MINIMUM DAY SCHEDULE

A Period	8:30 - 8:55
Period 1	9:00 - 9:30
Period 2	9:35 - 10:00
Period 3	10:05 - 10:30
Period 4	10:35 - 11:00
LUNCH	11:00 - 11:30
Period 5	11:35 - 12:00
Period 6	12:05 - 12:30

BLOCK SCHEDULE

A Period	7:55 - 8:55
Per. 1 or 2	9:00 - 10:50
Nutrition	10:50 - 11:00
Per. 3 or 4	11:05 – 12:50
LUNCH	12:50 – 1:20
Per. 5 or 6	1:25 – 3:10

ASSEMBLY SCHEDULE

A Period	8:00 - 8:55
Period 1A	9:00 - 9:55
Period 1B	10:00 - 10:50
Period 2	10:55 - 11:34
Period 3	11:39 - 12:18
LUNCH	12:18 - 12:58
Period 4	1:03 - 1:52
Period 5	1:47 - 2:26
Period 6	2:31 - 3:10

Redwood's Viking Motto

Victorious in all our efforts

Integrity in all our actions

Kind to others

Intelligent in our thinking

Noble in our work

Grateful for the adults on campus

Supportive of each other



CONEJO VALLEY UNIFIED SCHOOL DISTRICT SCHOOL CALENDAR IMPORTANT DATES

Legal Holidays Per Education Code Section 37220

<u>Holiday</u>	<u>Dates in 2024-2025</u>
<u>FIRST DAY OF CLASSES</u>	August 21
Labor Day	September 2
Local Holiday	October 3
Local Holiday	October 21
Professional Learning Day	November 1
Veteran's Day	November 11
Fall Break	November 25-29
Winter Break	Dec. 23-31
Winter Break	January 1-3
Secondary Planning Day	January 6
Martin Luther King Jr. Day	January 20
President's Day	February 14
President's Day	February 17
Professional Learning Day	March 17
Local Holiday	April 18
Spring Break	April 21-25
Memorial Day	May 23
Memorial Day	May 26
<u>LAST DAY OF CLASSES</u>	June 13



IMPORTANT CONTACT INFORMATION:

RMS Website: www.conejousd.org/redwood
 Redwood Main Office: 805.497.7264
 Redwood Cafeteria: 805.497.7264 ext.1016
 Redwood Library: 805.497.8264 ext.1014
 Redwood Counseling Office: 805.446.1962
 RMS Student Store: 805.497.7264 ext. 1013
 Attendance Hotline: 805.497.7264 ext.1

INFORMACIÓN EN ESPAÑOL

Para dejar un mensaje en español, por favor de llamar al (805) 497-7264-extensión 1000. Un representante de la escuela le devolverá su llamada en español. También hay información electrónica en el sitio web (website) www.conejousd.org/redwood.

CLOSED CAMPUS

Redwood is a closed campus. Student should not be on campus before 7:45am. After arriving in the morning, students are to remain at school all day unless they become ill or a parent requests that they be excused. Students are to sign out in the office before leaving campus and must report to the office when arriving late. All requests and notes will be verified. Students are to sign back in at the main office before going to class. Visitors may not attend classes with Redwood students. Non-Redwood students are not permitted on campus. Violators will be cited, and their home school notified if they do not leave when requested.

DEPARTURE TIMES

Students must leave the school grounds by 3:30 pm at the latest unless involved in an after school program. Additionally, it is our expectation that Redwood students respect our neighbors' property at all times, which includes not disturbing plants/flowers and not leaving trash in any yard.

ATTENDANCE PROCEDURES

Please call the school at 497-7264 and press 1 to report an absence. A call from a parent/guardian on the day of absence is the preferred method of reporting. If no call has been placed, please send a note to the front office when the student returns to school. Students who report late to school must present a written note explaining the late arrival and report to the front office immediately for a pass to their class. **Excused absences include illness, medical, dental, vision, bereavement (immediate family), and religious holidays. Unexcused absences include overslept, family vacation, left binder/key at home, etc.** If you have further questions about absences, please call the attendance line between 8:00am and 4:00pm or visit Redwood's website. Students who need to leave during the school day (doctor, dentist, etc.) must sign out through the office after submitting a note.

VISITORS

Redwood staff and students welcome parents to visit our school and must check in at the office with a valid photo ID. **State law requires that all visitors make arrangements with the principal before visiting any classes.**

MESSAGES

Messages and materials **will not** be delivered to students. Student will be paged to pick up messages and materials in the office or the front gate. Students should communicate with parents prior to coming to school regarding transportation home. Food delivery services will not be accepted at the front gate.

I.D. CARDS

Individual student pictures are taken each year and picture packets are made available at varying prices. As part of this service, the photographer provides **ID cards, which all students are expected to have with them daily and produce when requested to do so by any staff member.** Library book check out and Internet use in the Library/Media Center requires an ID card. The ID card is required for attendance at all ASB activities. Additionally, students with an account in the cafeteria must use their ID card when making purchases. The Redwood Store will provide a replacement ID card, when necessary, for a \$5 replacement fee.

LOCKERS

Book lockers and physical education lockers are available for students. Students must use the locker assigned to them for the entire school year (they may not change lockers without receiving permission from the school administration). **Students may not share lockers** with other students for any reason. Students are responsible for the items that they put into their lockers. All lockers are the property of Redwood Middle School and can be searched if deemed necessary by the administration.

Should a student not have access to their book locker, loaner lockers are available. In an effort to promote student responsibility, students are subject to progressive disciplinary action upon continued use of loaner lockers. Likewise, when a student does not follow the rules pertaining to the Physical Education locker room lockers, progressive disciplinary action may follow. Lockers will be changed as necessary at the discretion of administrators and/or physical education teachers. Locker sharing is never permitted.

LOCKS

Combination locks may be purchased at Orientation prior to the first day of school or in the Redwood Store any time during the year. Students are not required to purchase locks from Redwood Middle School; however, purchasing a Redwood lock guarantees that campus supervisors will be able to help the student open the locker if there is a problem. Students may use locks that a sibling purchased at Redwood.

If students chose to purchase a lock from a source other than Redwood, we recommend that parents provide the combination to the school. If purchasing a key lock, we recommend that multiple copies of the key be made and kept at home. Finally, note that if any student is using a lock other than one purchased from Redwood and the need to search the locker presents, the lock will have to be cut off.

HALL PASSES

Students are required to complete a Google Hall Pass when ask to leave to leave class. **NO EXCEPTIONS.**

EMERGENCY RELEASE OF STUDENTS

Redwood has a comprehensive emergency plan. In an emergency situation, expect the school to utilize a formal check out procedure. No student will be released until proper identification is established that coincides with the information on the emergency cards. This C.V.U.S.D. policy is in place to ensure the safety of your student.

CAFETERIA

Complete breakfasts and lunches are available in the cafeteria as well as a la cart items. Each day a fresh and healthy breakfast, which consists of an entrée, fruit, and milk is offered to help students start their day out right. For lunch students can choose from a variety of entrées, a choice of beverage, along with our farm-to-school salad bar featuring fresh local seasonal produce for a complete meal.

Students are required to scan their ID to go through the lunch line. Students who show their ID's will go through the lunch line first.

LOST AND FOUND

Students should report all lost articles and return all found personal items to the office. Lost library books, textbooks, and notebooks are collected in the cafeteria. Lost clothing is kept in the cafeteria and lost personal/valuable items are kept in the office.

AUTOMATED PHONE CALLS

As a courtesy, parents receive important phone calls to communicate information about special events, calendar reminders, and other timely information that involve Redwood's students and families. Parents with an email address on file will also receive automated email notifications from the system.

HEALTH OFFICE

Students who become ill during the day should ask for a pass from the classroom teacher and report to the health office. Except in emergency situations, students should not go to the health office during passing periods without first reporting to the next period teacher to ask for a pass. A nurse is on duty and is available for consultation. **All prescription drugs and/or over the counter medicines to be administered at school must be brought to the health office with a "Release of Medication" form filled out by a physician. The form can be found on Redwood's website.**

CASTS, CRUTCHES, and WHEELCHAIRS

All students who need to come to school with a cast/sling, crutches, or wheelchair must have a [CVUSD readmit form](#) on file in the Health office along for the duration that the students will be using any of these items. **Students will not be permitted to attend class without one on file. See www.conejousd.org/redwood/General-Info/Health for more information.**

SCHOOL COUNSELING

School Counseling services are available to every student and generally fall under the three domains (academic, social/emotional, and college/career readiness) outlined by the American School Counseling Association (ASCA). Students are welcome to drop in to see their counselor before school, at lunch, and after school, or by appointment. Students and families can reach their counselors directly through email or phone at the following contacts:

Student Last Names A-L: Mr. Zasadil
wzasadil@conejousd.org or ext. 1006

Student Last Names M-Z: Ms. Sims
tsims@conejousd.org or ext. 1008

Counseling Office Phone: 805.446.1962 Fax:
805.494.8930



LUNCHTIME ACTIVITIES (LTAs)

The ASB/Leadership class plans several spirit activities throughout the school year during lunch. These activities include students from all grades and are designed to be engaging and inclusive. Redwood also hosts various intramural activities during the year including flag football, 3-on-3 basketball, volleyball leagues and tournaments. Our gym is occasionally open for free-play basketball, volleyball and rallies as well.

CLUBS

Redwood Middle School offers a variety of clubs based on students' interests. Clubs usually meet during lunch. Clubs that have been popular in the past include the following: Chess Club, Rubik's Cubers Club, Pride Club, Friendship Bracelet Club, Choir Club, Anime Club, Bingo Club, Musical Theater Club, Songwriter's Club, Black Student Union, Latino Leadership, Christian Club.

ACTIVITIES STICKER

Students are encouraged to purchase an ACTIVITES sticker during Orientation. A sticker is placed on the student ID Card. This sticker allows students to enter many school events throughout the year at no cost or at a reduced cost.

SOCIALS AND ACTIVITIES

Redwood's dances and activities are intended to connect students to the Redwood community. They are open to all Redwood students; however, students on the Loss of Privileges (LOP) list may not attend. **ID cards are required for attendance** at any school activity. Students should wear clothing that is within the dress code. Food and refreshments may be purchased for a nominal charge. All school rules must be observed. Students may not leave activities once admitted without written permission from a parent/guardian.



LIBRARY/MEDIA CENTER

The library/media center hours vary each school year. Please visit Redwood's webpage or call **805.497.7264, x 1014** for current library hours. Students are expected to conduct themselves in a quiet manner while in the library. Computer gaming is not permitted in the library. Redwood ID cards are required for material check out. Each student will receive a set of textbooks to keep at home. Textbooks will be assessed for damage in June; students will be required to pay for damaged or lost textbooks – most textbooks cost approximately \$100.00 each.

Code of Conduct

Students' Right: All students have the right to attend school on a safe and orderly campus, which has a structured, pleasant atmosphere, based on mutual respect.

Students shall:

- Be on time to all classes.
- Bring proper materials to all classes every day.
- Be considerate of the rights, safety, property and feelings of others.
- Be courteous and respectful to all teachers and other adults on campus.
- Be responsible and accountable for all materials issued to them (textbooks, library books, locks, lockers, I.D. cards).

Students shall not:

- Eat outside the designated areas on campus
- Litter school grounds
- **Have a cell phone out during the school day unless given specific permission by a teacher**
- Throw objects of any kind except in P.E.
- Ride bikes, skateboards or scooters on campus
- Chew gum
- Bully/Harass/Sexual Harass (See E.C. 48900)
Examples of Bullying /Harassment Behaviors
Physical: Hitting, Kicking, Spitting, Pushing, Unwanted touching, Physical threats, Obscene gestures, Suggestive looks, Indecent exposure, and Damaging others' things
Verbal: Taunting, malicious teasing, Name calling, Threatening comments, Racial-specific comments, Gender-specific comments, Sexual innuendos, Requests for sexual favors and Threatening
Other: Spreading rumors, Manipulating social relationships, Promoting social exclusion, Extortion, and Intimidation
- Have any weapon, look-a-like weapon, or dangerous object that can be used as a weapon in their possession, backpack, or locker. This includes Pepper Spray and other mace – like items
Deface, damage or destroy school property or property belonging to another person
- Possess or use cigarettes, tobacco, vapors, lighters, matches or any smoking related paraphernalia.
- Possess alcohol or drugs (including over the counter medications)

Appropriate Language

At our school, it's important that we respect each other and create a positive learning environment. Our academic language should reflect kindness, inclusivity, and respect for all. Below are guidelines for using appropriate language and fostering a supportive community:

- **Respectful Language:** Use respectful and polite language at all times, whether speaking or writing. Address teachers, staff, and fellow students with kindness and consideration.
- **Avoiding Racial Slurs:** Racial slurs or derogatory remarks based on race, ethnicity, or nationality are not tolerated. Treat everyone with dignity and celebrate our diverse community.
- **No Comments on Disabilities, Religion, or Sexual Orientation:** Never make negative or disrespectful comments about someone's disability, religious beliefs, or sexual orientation. Everyone has the right to be themselves without fear of judgment or discrimination.
- **Inclusive Language:** Use language that includes everyone and avoids assumptions or stereotypes. Be mindful of how your words might impact others.
- **Positive Communication:** Encourage positive and supportive communication in classrooms, hallways, and on campus. Lift each other up and contribute to a welcoming atmosphere.
- **Reporting Concerns:** If you witness or experience any inappropriate language or behavior, report it to a teacher, counselor, or trusted adult immediately. We all play a role in maintaining a safe and respectful school environment.

Remember, **our words have power.** Let's use them to build each other up and create a school where everyone feels valued and respected.

THE LOSS OF PRIVILEGES (LOP) LIST

Students at Redwood Middle School are encouraged to do their best, both academically and behaviorally. The Loss of Privileges (LOP) List is designed to motivate students to maintain eligibility for student activities through positive citizenship and behavior on campus. The following infractions are examples of reasons a student may be placed on the LOP list:

- Unserved Tuesday Schools
- 1 or more suspensions
- 6 or more tardies
- 3 or more trancies

Students on the LOP List may be ineligible to participate in student activities including assemblies, field trips, and after-hours events at Redwood. **Eighth graders that are on the LOP list for both semesters may lose all three of their end-of-the-year eighth grade activities.**

SCHOOL RULES AND STANDARDS FOR BEHAVIOR



BICYCLES

Many of our students ride bikes, e-bikes, and scooters to and from school. State law requires that riders wear appropriate helmets, and we urge our students to do so. Bicycle and scooter riding is not permitted on the school grounds, including the parking lot, at any time. A parking area is provided for bicycles on the campus. All bicycles and scooters should be locked. Bicycles and scooters must be walked from the street to the enclosure.

Students who violate this rule will be subject to progressive consequences, including detention and Tuesday School. Repeated offenses may result in disciplinary consequences. **The school and district are not responsible for bicycles parked on the campus.**

SKATEBOARDS, SCOOTERS, etc...

Students may not **ride** skateboards, scooters, or similar items on the Redwood campus at any time. This includes all school district property including the parking lot. These items may not be on campus before, during, or after school or at any school event.

Students arriving to campus with these items must take their skateboard, scooter, or similar item and lock it up in the skateboard rack in the bike rack area.

Violation of this policy will result in progressive consequences and having a parent pick up the item immediately.



LUNCH STANDARDS

Students are expected to lock up their binders and personal belongings during lunch unless attending to them at all times. Students must eat and drink in the designated lunch area. No eating or drinking is allowed in the classrooms or unsupervised campus areas. **All trash and recycling are to be deposited in the cans provided in the eating area.** Food and trash are not to be thrown. After eating, students may go to the area between the physical education building and classrooms or the physical education area, which is open for sports activities. No food may be taken to these areas. All athletic fields are for student athletes only that are participating in organized sports activities. The hill by the handball courts is completely off limits during lunchtime. Students are not to climb on trees or rocks.

GUM CHEWING

Careless disposal of gum in drinking fountains, on furniture, and on the floor presents sanitation and cleaning problems, and costly repair. Gum chewing, therefore, is not permitted on the school grounds before, during, or after school hours.

GUM VIOLATIONS WILL BE HANDLED ON A PER-CASE BASIS for the first offense and all further incidents will be referred to the school administration for further consequences.

Academic Honesty

Students' Rights: All students have the right to keep confidential materials, homework, tests and expressions, which they create through their efforts.

Students' Responsibilities: Students shall not misrepresent examination materials, research assignments, classwork and homework assignments as their own, when in fact they are the work of someone else. Students will not share their homework, classwork or test information with other students, unless permission is expressly given by the teacher. **For a complete explanation of the Academic Honesty Policy refer to the CVUSD Discipline Handbook.**

SCHOOL RULES AND STANDARDS FOR BEHAVIOR (Continued)



Redwood Middle School Cell Phone Policy

To enhance the learning environment within the Redwood Middle School, the new cell phone policy will be as follows:

Policies -

- From 7:55 – 3:10 cell phones, air pods and earbuds are off and in students' backpacks.
- Students needing to call home may do so via classroom or office phones.
- Parents needing to contact their child for emergency purposes may call the front office where a message will be sent to the student. Students will not be able to check their phones for messages during the hours of 7:55 – 3:10.
- Students who are ill will check in with their teacher, obtain a pass for the Health Office, and the Health Clerk will place the call home to make contact with parents.
- Per Board Policy, the District assumes no responsibility for the protection, loss, or damage to any electronic device that is brought to school.

Consequences:

- **First offense:** Student will be sent to check in their phone in the front office where they will be able to pick up the phone at the end of the school day. Parents contacted.
- **Second offense:** Student will be sent to check in their phone in the front office where the parent will need to retrieve their child's phone. Tuesday school assigned.
- **Third offense:** Student will be sent to check in their phone in the front office for parent pick up and student has lost the privilege of having a cell phone on campus for a minimum of one quarter. (Students have the option of checking in their phone to the front office before school and picking it up at the end of the day.) Tuesday school assigned.

Texting, calling home, and/or using social media (Facebook, Instagram, SnapChat, etc.) during instructional time and/or in any inappropriate, negative, or targeted manner that occurs during school hours will immediately result in the loss of cell phone privileges on campus.

Cell phone use in bathrooms or locker rooms will result in immediate consequences.

Tardies

Redwood students are expected to be on time to class. Students arriving late will report to the office for a tardy pass. Repeated tardies to class will result in progressive discipline and will be accompanied by a call home to parents. **A student will be placed on the Loss of Privileges (LOP) list for 6 tardies.** Continued tardies will result in subsequent offenses and may result in a Tuesday School assignment, the student being placed on a behavior contract, a SART (school attendance review team) meeting, and/or may result in a referral to the district School Attendance Review Board (SARB).

Chromebooks

All students will be issued Chromebooks as part of the District's 1:1 Chromebook program. School issued Chromebooks should be used for educational purposes and students are to adhere to the **Using Technology in School Acceptable Use Policy (AUP) for Students** at all times. District administrative staff and faculty retain the right to collect and/or inspect Chromebooks at any time, including via electronic remote access, and to alter, add or delete installed software or hardware. Apps that students will need for class are already part of the OS, and any further downloads must be approved by a teacher. Students may opt out of Conejo Valley Unified School District's 1:1 Chromebook program and bring their privately owned portable technology device such as Chromebook or laptops to school for academic use.

Rewards for Scholarly Work and Good Citizenship



S.W.A.P.A. (Students with a Positive Attitude) rewards are given to students who demonstrate excellent citizenship. Students who receives SWAPA tickets are entered into a weekly drawing for prizes.

AWARDS NIGHT

Redwood's Awards Night is held at the end of each year to honor 6th, 7th, and 8th grade students recognized for both academic achievement and exemplary citizenship. Students are also nominated by teachers for any reason they feel is worthy of recognition. Students being honored at Awards Night, and their parents, receive invitations to attend the ceremony. It is an exciting and rewarding evening for both students and teachers.

GRADE LEVEL TRIPS

Our 6th, 7th and 8th graders who have demonstrated excellent citizenship are invited to participate in grade-level field trips.

Students on the LOP list may be eliminated from these trips.

Opportunities to Learn

TUESDAY SCHOOL

A student may be assigned a Tuesday School for disciplinary or other purposes. Tuesday Schools is offered Tuesday mornings from 8:15-9:15. Students must be on time for Tuesday School and serve the entire time. During Tuesday School, students will participate in campus beautification. If circumstances do not allow a student to serve a Tuesday School, please reach out to the administrators to discuss other options. Failure to serve a Tuesday School will result in being added to the Loss of Privileges List (LOP).

COUNSELING

With parent permission, students may be offered the opportunity to participate conflict resolution counseling, Wellness Counseling, Break-Through counseling, or other counseling resources.

SUSPENSION

While a student is suspended, he/she is not permitted to be on the Redwood campus or any other school campus and may not participate in any school activities. During the final week of school when yearbooks are being distributed, the student may return to school after school hours to pick up his/her yearbook.

ACADEMICS

CLASS ASSIGNMENTS

Students are assigned to classes that best meet their academic needs. Academic classes include English, math, science, and social science. All students also take an elective class and physical education each year. Students are assigned to their academic classes on the basis of past academic performance and achievement on applicable exams. Students desiring a change in their academic courses may submit a Consideration for Honors form. To be considered for the upcoming year, Consideration for Honors forms are available in May from the counseling office and are accepted through the end of the current school year.

Students make elective selections in the spring of each year for the following year. Elective courses may include foreign language, technology, and visual and performing arts. For specific information regarding classes and their prerequisites, please check the current District Middle School Information Handbook.

PHYSICAL EDUCATION

The Redwood Physical Education Department requires that all students change clothes to participate in the physical education class. Students who have medical notes will still be required to "dress out" for physical education class. Students are encouraged to purchase Redwood's *physical education* uniform from the student store. **Hooded sweatshirts and jackets with zippers are NOT permitted due to safety concerns.** NOTE: Students who do not wear the Redwood *physical education* uniform or sweats are encouraged to wear a plain grey t-shirt, sweatshirt, sweatpants (no logos), and/or plain black shorts black (no logos) with an inseam of no more than 6 to 8 inches. All articles of clothing must be clearly marked with the student's name on the outside of the clothing, in the same manner as the Redwood *physical education* uniform. **Students must wear "athletic shoes" that are safe and supportive for both running and various movement and/or sports activities. Therefore, slip-on shoes will not be permitted in the Physical Education class.** For foot fitness and hygiene, students are encouraged to wear athletic-type socks. On rainy days, students will always do their physical education activities indoors.

Note: *The physical education uniform, sweatshirts, sweatpants, locks, and the PE laundry bag may all be purchased at Redwood's school orientation, the Redwood Store, or online at www.conejousd.org/redwood.*

HOMEWORK

Homework is assigned on a regular basis. All students are required to record homework assignments in their assignment notebook. Many Redwood teachers also post the homework assignments on their teacher websites that can be accessed via the Redwood Middle School web page (www.conejousd.org/redwood). Copies of the homework guidelines of the Conejo Valley Unified School District are available in the school office.

Students are responsible to ask teachers for assignments missed. Students are encouraged to get the telephone number of at least two students in each class, so if they are absent fewer than three days, they can call and get their assignments. Parents may call or email teachers to request assignments for students absent for more than three days. Requests made by 10 A.M. should be available for pick up at 3:10 P.M. on the same day. Student should also follow their teachers' websites and/or Google classrooms.

MAKE-UP WORK

Students are to make up all class work and homework that is due or assigned during an absence. Students are responsible for contacting the teacher to receive both in-class assignments and homework missed. Students with excused absences are entitled to full credit for make-up work if turned in on a timely basis. **Students who have an excused absence should work with their teacher regarding making up work in a timely matter upon their return.**

Elective Donation

Many elective classes involve activities and/or projects that require the use of consumable materials. There will be a requested donation for these materials. Students will still participate in the activities without a donation and their products and/or projects will be kept by the school for demonstration purposes or the materials may be reused. This decision will not affect a student's grade in any way. The classroom teacher will collect these donations after the start of school/trimester.

HONORS CRITERIA/CONSIDERATION FOR HONORS PLACEMENT

District honors criteria:

English 7H: "A" semester 1 and semester 2 in Grade 6 English AND requisite score on District benchmark exam.

Social Science 7H: "A" semester 1 and semester 2 in Grade 6 Social Science AND requisite score on District benchmark exam.

Math 7A: "A" or "B" Semester 1 and Semester 2 Math 6A or "A" in semester 1 and semester 2 in Math 6CP and attendance the District Summer Math Boost Camp and completion with a 70% total work score or a 70% or higher on the requisite exam.

English 8H: "A" or "B" semester 1 and semester 2 in English 7H OR "A" semester 1 and semester 2 in English 7 CP AND requisite score on District benchmark exam.

Social Science 8H: "A" or "B" semester 1 and semester 2 in Social Science 7H OR "A" semester 1 and semester 2 in Social Science 7 CP AND requisite score on District benchmark exam.

Algebra 1CP: "A" semester 1 and semester 2 in Math 7CP and attendance at District Summer Math Boost Camp and completion with a 70% total work score or a 70% or higher on the requisite exam.

Algebra 1H: "A" or "B" semester 1 and semester 2 in Math 7A.

Physical Science 8H: "A" semester 1 and semester 2 in Life Science 7CP AND concurrent or prior enrollment in Algebra 1CP or higher.

Additional Redwood Honors Criteria: Math 7A for incoming 6th graders: "A" semester 1 and semester 2 in Grade 5 Math, and a requisite score on a math challenge exam given in June.

Algebra 1H for 7th graders: "A" or "B" semester 1 and semester 2 in Math 7A as a 6th grader.

Geometry for 8th graders: "A" or "B" semester 1 and semester 2 in Algebra 1H as a 7th grader.

Spanish 1 CP for 8th graders: "A" or "B" in English 7H or 7CP for semester 1 and semester 2. No grade lower than "C" in other classes. **High School credit is earned and grade received is a part of high school GPA.**

Redwood Consideration for Honors Policy:

Students who do not meet the District and/or Redwood criteria for honors/advanced classes may submit a Consideration for Honors Placement form. A Redwood Committee meets yearly to review all requests. Each student's academic and testing records, as well as student's statement of intent are taken into consideration. Students placed in honors/advanced classes must maintain a B- or above at each grading period to remain in the class

Students who fall below a B- at a grading period may be placed on petition. Once on petition, a student may be automatically reassigned to a College Preparatory level class if he/she falls below a B- grade during another grading period within the same academic school year.

REPORT CARDS

Progress reports and report cards are posted to Q. All-calls are sent home to remind families to review grades on Q for all Progress Report and Report Card throughout the school year. Report cards are issued two times a year at the end of each semester in Q. The semester report cards, in January and June, are cumulative grades. Progress Reports are issued midway between the grading periods in Q. Grades below C (B- for Honors classes) are indicated. Between reporting periods, students and parents are encouraged to use Q to monitor grades in the classes where teachers use the Q gradebook system. Parents are encouraged to contact the specific teacher(s) and/or counselor if they have any questions. Report cards and progress reports will be available in the Q Student Information System on the Friday following the end of each grading period. Refer to the calendar for dates of the end of each grading period. Only semester grades are recorded on student transcripts.

HONOR ROLL

At the end of each trimester, those students who earn a grade point average of 3.0 or better and with no grade below a "C" are recognized by the principal and receive a certificate of merit and a bumper sticker.

Criteria for Citizenship and Work Habit grades:

E = Excellent. An excellent student **consistently** demonstrates the characteristics below. **S** = Satisfactory. A satisfactory student **generally** demonstrates the characteristics listed below. **N** = Needs Improvement. This mark indicates a **need for improvement** in the characteristics listed below. **U** = Unsatisfactory. This mark indicates that a student **rarely** demonstrates the characteristics below.

Citizenship Criteria

- Demonstrates respect to peers and adults
- Demonstrates self-control
- Follows class rules
- Follows school rules
- Maintains positive attitude

Work and Study Habits

- Comes to class prepared
- Completes class work on time
- Completes and returns homework
- Demonstrates effort
- Demonstrates neatness/organization
- Focuses consistently/stays on task
- Listens and follows directions
- Participates in class activities and discussions



PROMOTION

To be eligible to participate in the promotion ceremony and promotional activities (the dance and the end of the year amusement park trip), students must satisfy all of the following requirements:

1. Students must have passed at least five or more classes each semester.
2. Students must have passed English and Math EVERY semester.
3. Students must not be on the LOP list.
4. All assigned Tuesday schools must be served.
5. All library fines and/or school debts must be paid including charges for damaged or lost textbooks.

6th Grade Recommended Supply List

All supplies need to be clearly marked with student first and last name. **ITEMS TO BE KEPT WITH STUDENTS:**

- One sturdy three-ring binder Please DO NOT purchase a bulky oversized binder.
- Five Subject dividers for three-ring binders
Label subject dividers – MATH, SCIENCE, ENGLISH, SOC. STUDIES, ELECTIVE
- NOTEBOOK paper – three-ring lined 8 ½ X 11 Student paper supply should *not* be obtained by tearing papers out of a spiral or other notepad.
- One-fourth inch graph-paper spiral notebook for math
You may want to purchase an extra for later in the year.
- Six-pack of spiral notebooks 70 pages each 9" X 11"
- Clearly and permanently label three of the spirals for English, science and social studies
- Keep the others for use later in the year.
- Please be sure spirals are SINGLE SUBJECT. Students need separate spirals for each class.
- One two-pocket plastic folder
- Pencil pouch (not a pencil box)
- Pencils – students should have four sharpened pencils at all times
- At least two highlighters of different colors
- Small personal pencil sharpener with screw-on top to catch pencil shavings
- White-out tape
- Black ballpoint pens – students should have two at all times
- Red ballpoint pens – students should have two at all times
- Colored pencils – a variety of 8-12 colors
- Package of fine line colored markers
- 12" ruler with standard and metric measurement units

Please note that Sharpies (or any permanent markers) are not allowed on campus. Use of permanent markers in the classroom will be at a teacher's discretion. If used, the markers will be provided by the teacher and will be stored in the classroom.

Please also note that many English teachers recommend that students carry independent reading books.

7th- and 8th-Grade Recommended Supply List

TOOLS AND RULES FOR SUCCESS IN SCHOOL

TOOLS: Individual teachers may suggest different materials and supply list, but the following are strongly recommended for use in different subject areas:

1. College-ruled notebook paper and binder
2. Pouch or pencil box containing the following supplies:
 - black or blue pens
 - red pens
 - #2 pencils
 - colored pencils
 - thin line washable colored markers
 - pencil eraser
 - hand held pencil sharpener
 - glue sticks
 - highlighters
 - ruler with metric and US systems of measurement
3. Thick MEAD spiral notebook

Please note that Sharpies (or any permanent markers) are not allowed on campus.

Many English teachers recommend that students carry independent reading books.

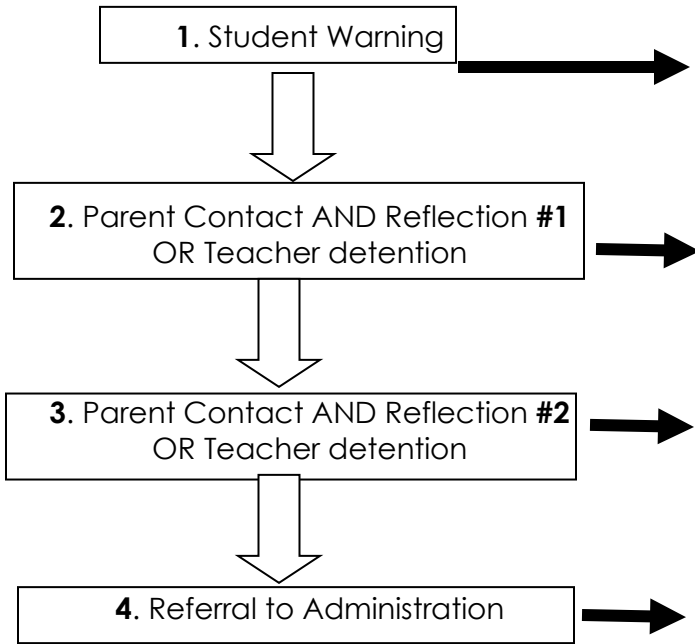
RULES:

1. Although expectations and formatting may vary among teachers, we encourage all students to use MLA formatting in their paper headings.
2. Take notebooks and writing tools to class every day unless otherwise instructed.
3. Carry an independent reading book to English class.

Vicki Viking
September 1, 2024
Period 1

Page 15, Exercise B, Verbs

Redwood Middle School Progressive Discipline Model



Redwood PBIS Behavior Flow Chart

