

Deer Creek Middle School Student Handbook 2020-2021



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WELCOME

Welcome to Deer Creek Middle School. We want you to become an integral part of our Antler tradition and activities. Our success as a school and your personal success depend on your efforts. Let us always have the spirit to do the things which will make this an outstanding school and an excellent year. The information presented here is designed to help you achieve success this year.

In order to have an organized school that functions smoothly, it is imperative to establish student policies. The following policies and procedures are not designed to limit your freedom. These policies and procedures are designed to give every student the opportunity to learn in a climate conducive to learning. Please study these policies and procedures in order to know what is expected of you while attending Deer Creek Middle School. A complete listing of District Policies can be found on the Deer Creek School District Website. Each policy has been assigned to a particular section such as Attendance (*JED*). Section Titles which represent a District Policy will be placed in italics: Attendance (*JED*)

-DISTRICT MISSION-

We are committed to learning and personal growth for every Antle.

SCHOOL CREED

I am a Deer Creek Antler.

I am Safe,

I am Respectful,

And I am Responsible in all areas of my life.

**I am a Deer Creek Antler, and this is
THE ANTLER WAY.**

THE ANTLER WAY

Be Safe

Be Respectful

Be Responsible

GENERAL INFORMATION

DEER CREEK SCHOOL DISTRICT BOARD POLICY GOALS FOR STUDENTS: Students are the first concern of the District and must receive the primary attention of the Board and all staff members. To fulfill its obligations to students, the Board will strive to spend most of its time in formulating policy and considering other matters related to students. A similar commitment is expected of all staff members. In pursuing this primary goal, it is imperative that the good of the individual student be kept paramount. Each

student shall be considered and treated with respect as an individual. One of the major tasks of the educational program shall be to assist each student in becoming self-sufficient in utilizing decision making processes and techniques, eventually becoming responsible for determining his or her own learning purposes and the means for achieving them. Staff members shall seek to be wise counselors of children and youth and skillful facilitators of learning. To this end, the Board and staff shall work together to establish an environment conducive to the very best learning achievement for each student.

Click the link below to view all district policies regarding students, such as:

Link: [Deer Creek Board Policies](#)

[Alcohol, Tobacco, Drug Policy](#)
[Annual Parent Notifications -Meningitis, Family Rights and Privacy Act \(FERPA\), Asbestos Policy, Child abuse and neglect reporting](#)
[Attendance Policy](#)
[Bullying Policy](#)
[Bus Behavior](#)
[Chronic Absenteeism](#)
[Dress Code](#)
[Drug Testing Policy](#)
[Electronic Device](#)
[List of Student Behaviors \(from Board Policy\)](#)
[Medicine Policy](#)
[OSSAA Eligibility](#)
[School Insurance](#)
[School Visitor Policy](#)
[Search Policy](#)
[Sexual Harassment](#)
[Student Suspension and Due Process](#)
[Title IX - Description and Process](#)
[Technology Use Policy](#)
[Weapons Policy](#)

ANTLER AWARE & FRIEND MAIL

To assist students with reporting incidents of bullying, we will have a mailbox that will be used to send letters to students and staff. This may be used to send letters of appreciation or encouragement, but can also be used to report incidents of bullying or any other incident to the office. The mailboxes are located throughout the school for student convenience. We call these our "Friend Mail" boxes.

We also have a system in place where students can text issues that they observe such as bullying, safety/security issues, suspicious persons or activity, harassment, inappropriate behaviors/vandalism, etc.

Students simply text the information they want to report to 405.358.DCMS (3267). Information sent to this number goes straight to our DCMS Principal Team. *For situations that*

require immediate attention, students should contact an adult directly.

ASBESTOS NOTIFICATION

The Asbestos Hazard Emergency Response Act of 1986 (AHERA) required the inspection of all buildings in the school district for asbestos. The District has complied with this act. A management plan documenting these inspections is on file for public review. Upon request you may view the plan, which is located at the superintendent's office and at each campus.

The DEER CREEK PUBLIC SCHOOLS annually notifies all parents, teachers, and other employees by posting this notice. Additionally, information regarding any asbestos related activities, planned or in progress, will be disseminated by posting a notice, or using handout bulletins, e-mails, flyers and/or using school newsletters.

The asbestos identified in our management plan will be checked regularly by a licensed asbestos company and by our staff to scrutinize any changes in the material, which could cause a health hazard. We will continue to monitor the asbestos as defined by EPA guidelines. If changes occur, our asbestos coordinator will notify the appropriate people as described by law.

BACKPACKS/BAGS/PURSES

Students may bring backpacks/bags/purses to school but **may not** bring them to classrooms. They should be kept in their lockers. Backpacks/bags/purses that are too large to fit into student lockers should not be used. If a purse is large enough to fit a textbook inside, it must remain in the locker. Students carrying a bag during the day will receive a mark.

BAND INSTRUMENTS

Band instruments left at school at night and on holidays are not the responsibility of the school. Instruments should be taken home at night and on holidays.

CAMERAS

Cameras are only allowed under strict teacher supervision. Inappropriate use of cameras such as taking pictures of other students, staff, families, etc. without their permission, taking pictures in restrooms and locker rooms, and/or taking inappropriate pictures that cause a disruption to the school day will result in suspension.

CHEATING

Whenever a student is guilty of academic dishonesty, the teacher shall collect the student's paper, mark a zero in their process skills grade for the week, and notify the parent and office as soon as possible as to the action taken. The parent shall be notified that a second offense will bring placement in In-School-Suspension. Any verbal or nonverbal communication or disruption during an exam or copying assignments may result in disciplinary action and a zero. Any student that has a cell phone out, whether they are using or not, may be considered cheating and can result in disciplinary action.

CURRICULUM GUIDES

All core courses at Deer Creek Middle School have a written curriculum guide that is available in the office. All curriculum guides are updated on a regular basis.

ELIGIBILITY

The Oklahoma Secondary Schools Activities Association (OSSAA) rules state that, in order to participate in any extracurricular activity the following eligibility requirements must be met:

1. Beginning of the school year:
 - a) A student must pass six (6) of the seven (7) classes they were enrolled in the previous year.
 - b) A student new to the district, moving from a six period day, must have passed five (5) of the classes they completed the previous semester.
2. During the year:
 - a) A student must be passing all classes.
 - b) A student must maintain a 2.0 GPA.

Eligibility for music performances will be taken three (3) weeks prior to a scheduled performance.

Eligibility will be taken on Thursday of the fourth complete week each semester and every Thursday thereafter. Coaches will meet with ineligible students on the following Friday. It is the student's responsibility to share the information with their parents. It is also the responsibility of the parents to check the students' grades on-line. The first week a student is failing any class; they will be placed on probation and allowed to participate in the following week. If they are failing any class the second week in a row, they will be declared ineligible and will be unable to participate in any extra-curricular activity the following week. As soon as the student is again passing all classes, they will be allowed to participate once again.

GRADING POLICIES (IKA) *BOARD POLICY

Within the first two (2) weeks of school, students will receive a printed syllabus for each class explaining the requirements and grading procedures for the class.

Grades are available online through Infinite Campus. Only semester grades will be recorded on the permanent records. The semester grade is a cumulative grade for the entire semester and not an average of the two nine weeks.

The following scale is used for reporting grades:

- A - (90-100)
- B - (80-89)
- C - (70-79)
- D - (69-60)
- F - (59 and below)

If a student begins to fail (has a D or F grade point average) parents will be notified.

GUIDANCE

The purpose of the guidance program is to help each individual student achieve his/her highest growth mentally, emotionally, and socially. We try to do this in several ways:

1. Helping the new student feel at home in our school with new teachers and friends in a different setting
1. Individual conferences whenever a student, a teacher, a parent, or the counselor deems it necessary
1. Health and Wellness
1. The counselor welcomes the opportunity to talk things over with any student, parent, or teacher.
2. Counselors are divided by grade level and loop up with students for the 2 years they are at the middle

school. This ensures a strong student/family connection with their counselor during middle school years.

3. Schedule change requests should be submitted through the designated counselor. Schedule change requests will be considered through August 29th.

LUNCH

All information pertaining to school nutrition may be found at <http://deercreeksd.sodexomyway.com>

MEDIA CENTER

The Media Center is located in the center area of the school and is open to serve students during normal school hours. The Media Center is designed to encourage students' love of reading and to serve as an information center. The Media Center is staffed by a media specialist. Materials can be checked out for a two week period. Overdue notices will be sent to students if books are not returned on time. If books are late beyond that, parents are notified and encouraged to help locate them. Students are financially responsible for lost or damaged library books. The Media Center sponsors an annual book fair and poster sale. The Media Center is fully automated to include a computerized check-out system and card catalog.

PARENT CONFERENCES

DCMS encourages open communication between the school and home. Parent conferences are scheduled within the school calendar. Parents are invited to schedule conferences on these days, as well as at any needed time throughout the school year. Email is the quickest and most efficient way contact a teacher to set up a conference.

PUBLIC DISPLAY OF AFFECTION: PDA

Public displays of affection are not appropriate in the classroom, halls, on school grounds, or during any activity both on-site and off-site. Violators will be referred to the office for disciplinary action. PDA includes but is not limited to hand holding, prolonged hugging, kissing or inappropriate touching.

PROFICIENCY BASED PROMOTION

Upon request, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum. Students demonstrating proficiency in a core curriculum area will be given credit for their learning and will be given the opportunity to advance to the next level of study in the appropriate curriculum area. Testing is scheduled through the District Curriculum Office with the Curriculum Director.

SCHEDULE CHANGES

Every effort is made to accommodate all pre-enrolled student class requests. The master schedule is built on these requests. After the school year has begun, schedule changes will only be made in exceptional cases and when class size limits will not be exceeded. Schedule change request forms may be secured from the middle school office. Schedule requests must be turned in within 10 days of the start of school. HS credit classes and honors math courses can be changed within the 1st 6 weeks of school or at semester break. Options may be limited with these days.

SCHOOL CLUBS AND ORGANIZATIONS

Deer Creek Middle School strives to offer a variety of opportunities in which our students may participate. The mission of these clubs and organizations is to provide a positive outlet so that our students can be connected to the larger school community. Below are a list of the clubs and organizations available to students:

Creek Connect
DCMS Competitive Cheer
Tennis
Soccer
Golf
FCA
Volleyball
Academic Team
NJHS

SEVERE WEATHER/TORNADO

The middle school will be evacuated to the safe room (wrestling room). Once everyone is inside the shelter, no one will be allowed to exit or enter until we are notified that it is safe to do so.

SOCIAL MEDIA/BLOGS/ WEBSITES/ E-MAILS/ INSTANT MESSAGES/ TEXT MESSAGES

Messages/blogs/electronic messaging which imply student intent at school, or slanderous and inappropriate activity during the school day will fall under the school district behavior policy and/or turned over to the School Resource Officer for prosecution through the Oklahoma District Attorney. Messages which happen after school hours can be acted upon at the discretion of school administration if school administration feels the school environment is threatened, made unsafe, or if a disruption of the educational process during the school day is taking place based on bullying or slanderous messages.

STUDENT CHECK-OUT

Only a student's parent or his designee may check a student out of school once he/she has arrived at school. Parents must come into school to check a student out at the main office. Parents must present a photo ID at the time of check out. Students will not be allowed to bring a note and wait outside. When students arrive late or come back from a doctor or dental appointment, the parent must bring the student to the office to check in.

STUDENT CODE OF CONDUCT

1. All students are expected to respect themselves, the rights of other students, and to show respect to all teachers and school personnel.
1. Each student is expected to display good sportsmanship at all school sponsored activities.
2. In the interest of a safe and orderly climate, there should be no running, pushing, or shoving on the school grounds.
1. Each student is expected to do their part in keeping the school, cafeteria, and gym clean.
1. No student has the option to interfere with the right of other students to learn or with a teacher's right to teach.

STUDENT RECORDS

The Deer Creek Board of Education acknowledges and supports the privacy rights of a student regarding educational records. It is the intent of the Board to comply with the Family Education Rights and Privacy Act (FERPA) and amendments. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.
1. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.
1. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests.
1. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

STUDENT WORK ETHIC

1. Students are expected to do their very best in all academic and extracurricular activities.
1. Students are expected to be on time to all classes and activities.
1. Students are expected to be prepared for all classes and activities.
1. Students are expected to work together in a positive manner for the success of the school or activity.

TARDIES

It is important that all students get to school and class on time. When students are late to school or class, they will receive a tardy. If they have received 4 tardies in a 9 week period, they will receive a principal's detention. The tardy policy goes into effect after the 2nd full week of school.

TEXTBOOKS (JFCB) *BOARD POLICY

Textbooks are provided to students without cost. If a student loses or damages a textbook, he/she will be held financially responsible.

TRUANCY

Truancy is defined as being absent from school or an assigned area without the permission of the school or the knowledge of the parents. Any student who leaves a class or school grounds without permission will be considered to be truant and will be disciplined.

- 1st offense: One day In School Suspension
 - 2nd offense: Three days In School Suspension
 - 3rd offense: Five days In School Suspension
- (subsequent truancy incidents will result in additional In-School or Out-of-School Suspensions)

Discipline of Students:

We reserve the right to take any appropriate action on events which may not directly appear within the guidelines of the handbook in order to provide a safe and secure environment for DCMS. All efforts have been made in order to provide a comprehensive guide of our school rules and policies, but unforeseen circumstances will be dealt with in accordance to administrative interpretation.

District Policies Regarding Student Behavior and Discipline:

Link: [Deer Creek Board Policies](#)

School-Wide Discipline Plan

In an effort to continue to provide a safe and positive learning environment DCMS follows a school-wide discipline plan. This plan will ensure that all teachers are consistent in their discipline and that discipline measures will not vary from class to class. As such, each student will be held accountable for their behavior in every class. Those students who choose not to behave may receive a mark in class.

Receiving a mark should be taken very seriously and in most instances, they will not be given without a warning. A child may receive a mark in class for unacceptable classroom behavior, disruptions, or anything that distracts from the educational process. Students are to be held accountable for their behavior in every part of the building; this includes the cafeteria and hallways. Faculty and staff will send notification as soon as possible to the student's 2nd hour teacher when a mark is received. The 2nd hour teacher will maintain a record of each individual student's marks and will be responsible for assigning detention or office referrals. Every three marks will result in a

discipline step. The discipline steps are as follows:

STEP ONE After 3 marks – 1 Lunch Detention, Student Conference, Parent Contact

STEP TWO After 6 marks – 2 Lunch Detentions, Parent Contact

STEP THREE After 9 marks - *One day ISI (In-School Intervention)

STEP FOUR After 12 marks - *Two day ISI (In-School Intervention)

STEP FIVE After 15 marks - *Threedays ISI

STEP SIX After 18 marks - *One day OSS (Out of School Suspension)

STEP SEVEN After 21 marks - *Three days OSS

At semester the mark system starts over. Therefore, everyone has a new start.

- Each mark after 21 will result in an automatic office referral.
- Failure to serve a consequence may result in an office referral.
- Four tardies will result in a lunch detention.

Severe Clause: Severe violations of DCMS/district policies will result in an immediate office referral.

Important Information for Parents About Meningococcal Disease and Meningococcal Vaccines from the Oklahoma State Department of Education and the Oklahoma State Department of Health

What is meningococcal disease?

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called *Neisseria meningitidis*. The disease causes either meningitis, severe swelling of the brain and spinal cord, or meningococemia, a serious infection of the blood.

Who is at risk from meningococcal disease?

Although the risk is extremely low, disease does occur. Babies less than a year old have the highest risk for meningococcal disease, but no vaccine is available to protect them.

Teenagers and young adults, aged 15 to 22 years, are at increased risk because of behaviors that spread the disease. On average two to three people in this age group get meningococcal disease every year in Oklahoma. More than half of these could be prevented by vaccine.

College freshmen living in dormitories have a greater chance of contracting the disease than other persons their age. Others at increased risk are those with immune system problems, without a spleen, and traveling to parts of the world where the disease is more common.

How is the disease spread?

The disease is spread by droplets in the air and direct contact with someone who is infected. That includes coughing or sneezing, kissing, sharing a water bottle or drinking glass, sharing cigarettes, lipstick, lip balm—anything an infected person touches with his or her mouth.

Is meningococcal disease dangerous?

Yes, every year in the United States about 2,500 people are infected and about 300 people a year die, in spite of treatment with antibiotics. Of those who live, about 400 a year lose their arms or legs, become deaf, have problems with their nervous systems, become mentally retarded, or suffer seizures or strokes. This is why preventing the disease is important. If your child has symptoms of meningococcal disease contact your health-care provider immediately.

Signs and Symptoms of Meningitis

- Headache
- Fever
- Chills
- Stiff neck
- Extreme tiredness
- Vomiting
- Sensitivity to light
- Rash of small purplish black-red dots

How can meningococcal disease be prevented?

Vaccines can prevent many types of meningococcal disease, but not all types. There are two vaccines available in the United States that protect against four of the five most common strains of the meningococcal bacteria. The newest vaccine, called Menactra, or MCV4, is currently available for:

- Adolescents entering high school (15 years of age),
- College freshmen who live in dormitories,
- Other people at high risk 11- through 55-years-of-age.

There is a shortage of both vaccines because the company that makes the vaccines has not been able to keep up with the demand; therefore, it may be difficult to get the vaccine. However, healthcare providers are saving the vaccine for these groups.

The earlier vaccine, called Menomune, or MPSV4, was effective in older children and teenagers but booster doses were needed every three to five years. The new vaccine protects against the same types of meningococcal bacteria and probably will not require booster doses. MPSV4 is still used for children 2- through 10-years-old and adults over 55 who are at risk.

Teenagers and young adults can also reduce their risk by taking good care of themselves, by eating a balanced diet, getting enough sleep and exercise, as well as avoiding cigarettes and alcohol.