

# HOLMES JUNIOR HIGH SCHOOL



## PARENT / STUDENT HANDBOOK 2015 – 2016

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*Preparing students to be successful for life.*

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## Welcome to Holmes!

The core purpose of Holmes Junior High is to prepare students to be successful for life. As a successful school, the Holmes community will reach outcomes for young adolescents that encompass responsible citizenship, healthy physical, emotional, and social development as well as the highest possible learning standards for all. We look forward to working with you. If you have any questions, or would like to know more about Holmes, please call us or contact us electronically. We would enjoy speaking with you.

### PART I - GENERAL INFORMATION

#### Daily Schedule

<b>BELL SCHEDULE 2015-2016</b>					
<b>REGULAR</b> (M, T, Th, F)		<b>EARLY DISMISSAL</b> (Wednesday)		<b>ASSEMBLY</b>	
<b>1</b>	7:45 – 8:33	<b>1</b>	7:45 – 8:22	<b>Asm</b>	7:45 – 9:00
<b>2</b>	8:36 – 9:20	<b>2</b>	8:25 – 8:58	<b>1</b>	9:00 – 9:35
<b>3</b>	9:23 – 10:07	<b>3</b>	9:01 – 9:34	<b>2</b>	9:38 – 10:13
<b>4</b>	10:10 – 10:54	<b>4</b>	9:37 – 10:10	<b>3</b>	10:16 – 10:51
<b>5A</b>	10:57 – 11:19	<b>5A</b>	10:13 – 10:33	<b>4</b>	10:54 – 11:29
<b>5B</b>	11:19 – 11:41	<b>5B</b>	10:33 – 10:53	<b>5A</b>	11:32 – 11:52
<b>6A</b>	11:44 – 12:06	<b>6A</b>	10:56 – 11:16	<b>5B</b>	11:52 – 12:12
<b>6B</b>	12:06 – 12:28	<b>6B</b>	11:16 – 11:36	<b>6A</b>	12:15 – 12:35
<b>7</b>	12:31 – 1:15	<b>7</b>	11:39 – 12:12	<b>6B</b>	12:35 – 12:55
<b>8</b>	1:18 – 2:02	<b>8</b>	12:15 – 12:48	<b>7</b>	12:58 – 1:33
<b>9</b>	2:05 – 2:50	<b>9</b>	12:51 – 1:24	<b>8</b>	1:36 – 2:11
		<b>Advisory</b>	1:27 – 1:50	<b>9</b>	2:14 – 2:50

#### Contacting Students During School Hours

All contact with students while they are at school should come through the main office. While students are allowed to carry cell phones at school, they should be turned off and used at teacher discretion only for learning purposes. Students should not be calling or texting parents from their cell phones during the school day to ask them to bring forgotten items, nor should parents call or text their student during the school day while classes are in session.

#### Phone Numbers

Holmes Office – 847-593-4390

Nurse – 847-472-3622

Attendance Line – 847-472-3890

Holmes FAX – 847-593-7386

Grand Prairie Transit Bus – (847) 640-2142

#### School Safety

Student safety is our school district's top priority. Holmes JHS maintains a School Crisis Plan that includes procedures for a number of emergency situations including a classroom/school lockdown and safe and secure procedures. During the course of the year, safety drills are held including those for fire, tornado (shelter-in-place), lockdown, and bus evacuation.

## Visitors

All visitors to school property are required to:

- Report to the building's main office and receive permission to remain on school/District property.
- Sign a Visitor's Log (i.e., provide the date, visitor's name, signature, purpose for the visit and time of arrival).
- Show identification.
- Obtain and wear a visitor lanyard badge.

## **PART II - SCHOOL EXPECTATIONS**

### Absenteeism and Tardies

If a student is going to be absent from school, a parent should call the office in the morning before 8:15 am and notify the school why the student is absent. The attendance phone number is 847-472-3890. The attendance line is available 24/7 and parents can leave messages at any time. If a call is not received, a parent will be contacted at home or work. The police department may be called if we cannot confirm the student's whereabouts.

If a student is tardy to school, they should report to the school office to obtain an admit slip. Please notify the school why the student is tardy. Missing the bus, oversleeping, or bad weather are not excuses for remaining at home and are not excused absences or tardies. Students with excessive absenteeism or tardiness may be referred to the County Truant Officer.

### Attendance

Classes at HJHS start at 7:45 am. Students should not arrive on campus earlier than 7:15 am unless they have special permission. Students gather in the cafeteria ahead of the 7:30 am bell to go to lockers and classrooms.

### Backpacks

For safety purposes, backpacks and other large bags must be stored in lockers during the school day.

### Bicycles and Skateboards

Students riding bikes to school should bring their own locks to secure their bikes to the racks. For the safety of others, riding skateboards and bicycles should not take place on school property.

### Cell Phones and Other Electronic Devices

Students are allowed to carry phones; however, cell phones can only be used at teacher discretion in the classroom. Students may not use cell phones in the hallways, cafeteria, locker rooms, or any common areas. Earbuds should not be used or visible in school unless directed by a teacher.

Students are discouraged from bring personal electronic devices to school such as iPods, games, etc. These are not allowed to be used at anytime in the building and should be kept in the student's secured locker.

### Early Dismissal

If a student needs to leave school early, please send in a written statement with the time and reason for the early dismissal. Students should turn this into the office at the start of the day and receive an early dismissal slip that

they will show to the teacher to exit class at the appropriate time. Parent or parent designee must come in to the school office to sign the student out.

### Family Vacations

Parents are strongly urged to coordinate vacation plans and other such activities with school vacations. Some classroom experiences cannot be repeated for students who are absent and students are responsible for content covered while away. If an absence exceeds ten school days without parental communication to the school, the child's attendance record will be adjusted to reflect a student withdrawal effective the first day of absence from school.

### Food and Drinks

Breakfast is offered to all students starting at 7:25 am. Students may take any unfinished breakfast to their first period class. No other food is allowed outside of the cafeteria during the school day. Students should only buy what they can eat during the lunch period. Occasionally, special events in the classroom may include food at teacher discretion.

Only water brought in a clear or original bottle is allowed outside of the cafeteria during the school day. Other drinks should be finished during lunch. Items bought at "grab and go" breakfast may be brought to first period only.

### Gum Chewing

Gum chewing in classrooms is at the discretion of the teacher. Students are expected to chew gum and dispose of it in a responsible manner.

### Honesty Policy

It is assumed that all students are honest and trustworthy. Cheating or copying homework, tests, quizzes, changing report to parents, forging parent signatures, plagiarism, or any other form of misrepresentation is unacceptable at all times. Students risk a substantial grade penalty and/or removal of privileges. Additionally, student respect of other's property is expected. Theft of any type is not tolerated.

### ID Badges

All students are to carry their bus/ID pass at all times. Bus riders should show their ID's upon boarding the bus. ID's are used to purchase lunch. Temporary ID's may be obtained in the lunchroom. Excessive requests for temporary ID's may result in a consequence. Replacement ID's can be purchased in the school office for \$2.00. Replacement ID's should be purchased during lunch/study or before 2:00 pm to avoid a delay in the departure of the school busses.

### Lockers/Locker Decorating

Each student is assigned a hall locker and a gym locker. Students are not allowed to switch or share lockers without office approval and should not share their combinations with other students. Taking any item from another student's locker, even if it is not locked, is a violation of the student honesty policy. Lockers are the property of the school and not the student. Therefore, the principal or a person(s) designated by the principal have the right to inspect any desk, locker or other school property assigned to a student.

Students wanting to decorate another student's locker should get a morning pass the day before from the main office, so that they may gain access to the hallways ahead of the start of school.

### Lost and Found

The Lost and Found is located in the cafeteria and gym locker rooms. Any article not claimed within a reasonable length of time will be given to a charity.

## **PART III - EDUCATIONAL PROGRAM**

### Academic Expectations

The task of educating students to their full potential is a shared responsibility between parents and educators. Neither parents nor educators can accomplish this task in isolation. We encourage students to do their best by:

- Being prepared for class with assignments and materials
- Working up to their ability
- Being present physically and mentally
- Advocating for themselves

Grades are reviewed for each student on a regular basis, and those students who struggle will be offered support through a variety of ways, including but not limited to: intervention programs, support programs during or after school, parent/student conferences, counseling, or special homework.

### Course Selection

Each student has a core set of classes that includes: Math, Science, Social Studies, Physical Education and English/Language Arts.

Additionally students take two electives.

- In sixth grade students choose between a Performing Arts class (Chorus, Orchestra or Band) or Technology Skills class, and they all receive Fine and Practical Arts which is a rotation of courses that includes Art, Life Skills, Technology and Music.
- In seventh and eighth grades, students may choose two of three options: Performing Arts (Band, Chorus, or Orchestra); Foreign Language (Spanish, French, or Spanish for Native Speakers); or Fine and Practical Arts which is a rotation of courses that include Art, Life Skills, Technology and Music.

Special Education, Language or Intervention supports may prevent a student from having electives.

### Eighth Grade Graduation and End-of-Year Events

It is our hope that every child will be able to meet the requirements for graduation and participate in all of our end-of-year activities. These include the class trip to Great America, the graduation ceremony and graduation dance. Those withheld from end-of-year events are:

- Students who receive more than one final grade of "F" on their report card will not participate in the graduation ceremony.
- Students who display inappropriate behavior throughout the year, as evidenced by suspension and/or numerous office referrals, may not participate in graduation ceremony, dance of class trip.
- Students with excessive unexcused absences from school may not participate in graduation ceremony, dance, or class trip.

- Students whose parents have not yet paid fees related to damage/loss of district-owned materials and equipment will not participate in the graduation ceremony, dance or class trip. In addition, the district may contact a collection agency to assist in the collection of unpaid fees or pursue other legal avenues to collect unpaid fees. No discrimination or punishment of any kind, including the lowering of grades or exclusion from classes, may be exercised against a student whose parent(s)/guardian(s) are unable to pay required school fees.

### Honor Roll

Honor roll occurs each quarter that grades are posted. Students with straight A's will be on the straight A Honor Roll and students with all A's or B's will be on the A/B Honor Roll. Straight A honor roll students and their parents are invited to a recognition breakfast.

### Physical Education – Uniforms and Participation

All students in junior high are scheduled into a daily PE class and are required to wear the school gym uniform. Uniforms (shirt and shorts) can be purchased through the PE department. Students are required to have gym shoes and athletic socks as well. All students are issued a gym locker to secure their belongings. Please put the student's name on all items with a permanent marker. State, district and school regulations require that students participate in physical education classes. Thus, students are expected to be properly dressed to take part in all activities.

A student who is not able to participate in PE should have a note from his/her parents. A parent note will excuse the student for 2 days. Students who are to be excused for a longer period should contact the school nurse. A doctor's note will be required for an extended absence from PE.

### Report Cards and Progress Reports

Report cards are sent home at the end of each quarter. Progress reports are available electronically at the midway point of each quarter, and grades are always available for review through the online Skyward portal. Please contact the school if you need help in accessing your student's grades online.

### Technology

All students are issued a Nexus tablet and a Chrome Book to be used at school and home during the school year. Parents have the option of purchasing District 59 Technology Protection Plan for protection from the potential expense of breakage or repairs. The purchase of this plan, while recommended, is not mandatory. Rules on technology use and expectations will be reviewed with students at the start of the school year. (See Part V)

## **PART IV - ACTIVITIES AND EVENTS**

### Activity Period

The after-school activity period begins at 2:50 pm. A late bus is available for students. All students who plan to stay during the activity period must be supervised for the entire period and sign in at their designated location. Students attending games after school are expected to take the late bus or have a ride available at the end of the game. Students may be required to take the late bus if they have previously demonstrated transportation difficulties.

### Extra-curricular Activities

Holmes JHS has a wide range of extra-curricular activities. We encourage students to become involved! Monitor announcements for meeting times and dates. The activity bus is available to students who stay for these activities provided they usually ride a bus to/from school.

### Team Sports and Eligibility

Students wishing to participate in interscholastic sports are required to have a physical examination card dated within twelve months of the first day of participation on file with the school nurse. Students are also required to show proof of insurance.

Athletes must maintain academic eligibility and proper behavior standards as set by School District 59 in order to participate in interscholastic athletics. Eligibility and behavior standards will be communicated to athletes by coaches at the start of the season. Students may not participate in games or practice if they are absent for any part or all of that school day due to illness.

## **PART IV - SCHOOL SERVICES**

### Bus Transportation

Riding the bus is a privilege and students are expected to follow all rules (See Part V). All students should show their ID as they enter the bus. Students may ride a different bus home if they have a written notice from parents making the request. The note should be brought into the school office first thing in the morning and approved. Once approved, that note should be given to the driver to gain access to the new route. Notes are good for only one day. If you are a walker you may not take a bus home, even if it is to go to a friend's house. Parents, if you have any questions regarding the location of your child's bus, delays in pick-up, etc., please call Grand Prairie Transit at (847) 640-2142.

### Food Service

Both lunch and breakfast are available for purchase for all students. Breakfast is a "grab and go" meal sold from 7:25 am – 7:45 am. Students may take their breakfast to their first period class. We encourage all students to eat a healthy breakfast. Each student is assigned a 20 minute lunch period. Students can either bring a lunch from home or purchase a hot lunch.

To increase efficiency in the food line, all students use their ID cards to make a purchase. Parents may go online ([www.mymealtime.com](http://www.mymealtime.com)) to deposit money into their student's account. Cash will no longer be accepted. If you have any questions regarding student meal accounts, please call School Nutrition Services at 847-593-4338 or 847-593-4341. Lunchroom rules are expected to be followed (see Part V).

### Guidance Service

Students are encouraged to visit the student services staff for personal guidance. The school social worker, psychologist, and counselor are available to discuss any home, school or social concerns.

### Health Service and Policies

A school nurse is available at all times. If a student becomes ill or has an accident, he/she should report this to a teacher and ask to see the nurse. At no time should a student leave the building or call home for parents to pick them up without checking in with the nurse or the main office.



Any medication (including over the counter drugs) to be taken at school requires a doctor's written notice and communication with the nurse. Medication guidelines and forms are available through the school nurse. All medication must be locked in the office and taken under the supervision of the nurse or other approved staff.

## **PART V - SCHOOL RULES AND DISCIPLINE**

### Anti-Bullying Policy

Bullying is defined as any physical, psychological or verbal attack against an individual or group of individuals by a person or group of persons, causing, or potentially causing, physical or psychological harm to the victim(s) or resulting in the exclusion of the victim(s) from participation in, and/or enjoyment of any program or activity, including academic and nonacademic classes and extracurricular activities, offered or sponsored by the school district. The attack may be an isolated incident or series of incidences occurring over a period of time.

“Cyber-bullying” is considered a form of bullying and is defined as the use of e-mail, instant messaging, chat rooms, pagers, cell phones, or other forms of information technology to bully, harass, embarrass, threaten, or intimidate someone.

Holmes JHS does not tolerate bullying. Any student who believes he/she has been subjected to bullying or harassment is encouraged to report this to a teacher, guidance personnel or administration.

### Behavior Expectations

Holmes JHS is a Positive Behavioral Intervention and Supports (PBIS) school. We work from the proactive approach of educating students on behavior expectations through direct instruction. We reinforce those behaviors with a reward system. Students who do not follow the expected behaviors receive minor consequences. Our goal is not to punish, but to shape behavior that creates a safe and successful learning environment for all students. Parents are informed should a problem arise that requires administrative attention. Please review the PBIS Matrix of expected behaviors in Part VI.

**School wide expectations are summarized as: Be Prepared Be Respectful Be Safe**

### Discipline Guidelines

**All students are held to the discipline policies of District 59.** These may be found on our district website at <http://www.ccsd59.org/family-reference-guide/> under the Student Behavior and Responsibilities section. Students and parents are expected to review the family reference guide in its entirety. Below are some highlights.

The school administration is authorized to discipline students for gross disobedience or misconduct, including, but not limited to:

- Disrespect of students or adults
- Continued disregard for school rules
- Physical contact that includes students touching each other or fighting.
- Using, possessing, distributing, selling or purchasing tobacco, alcohol, or drugs or any “look alike.”
- Using, possessing, controlling or transferring a weapon or “look alike” weapon.
- Using or possessing a laser pointer.
- Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
- Engaging in hazing or any kind of bullying or aggressive behavior
- Using inappropriately any electronic device.

- Disobeying rules of student conduct or directives from staff members of school officials
- Causing or attempting to cause damage, or stealing or attempting to steal school property or another person's personal property.
- Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia and/or clothing.

Disciplinary measure may include, but are not limited to:

- Disciplinary conference
- Removal from classroom
- Loss of privileges
- School Detention
- Suspension from school
- Suspension of bus riding privileges
- Saturday School
- Law Enforcement involvement
- Expulsion

### Dress Code

Students' dress and grooming must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency.

### Lunchroom Rules

- Dispose of your garbage appropriately
- Be sure your eating area is clean before leaving the table
- When the table is clean, remain seated until dismissed.
- Keep noise to a minimum
- Follow the instructions of the lunchroom supervisors.
- Throwing articles of any kind is prohibited.

### Technology Rules

The use of the District's electronic network and the provided devices are a privilege, not a right, and inappropriate use will result in a cancellation of those privileges and/or other disciplinary action.

- Students must have turned in a signed Acceptable Use form to access the network
- Internet use must be school related; no recreational use of the internet is permitted
- Students are expected to carry their district-owned electronic devices in the provided bags at all times
- Students are not to use another student's device or log in
- Students are expected to use appropriate language in all communications using district devices or the district electronic network.

### Transportation Rules

Following the bus rules is important for the safety of others on the bus and for the focus of the bus driver. The bus is an extension of school and all school rules apply.

- Do what the bus driver asks.
- Upon entering the bus, select a seat and remain seated until time to exit.
- Seats may not be saved
- No student has the right to more than one seat space
- Keep the noise to a polite level
- Food is not to be eaten on the bus

**PART VI – PBIS MATRIX**

**Holmes Junior High Expectations**

	<b>Be Prepared</b>	<b>Be Respectful</b>	<b>Be Safe</b>
<b>School-Wide</b>	<ul style="list-style-type: none"> <li>• Be on time</li> <li>• Bring all materials, (charged devices, book, paper, pen/pencil, etc.)</li> <li>• Wear appropriate clothing</li> </ul>	<ul style="list-style-type: none"> <li>• Treat others as you want to be treated</li> <li>• Use appropriate language, volume, and tone</li> <li>• Follow all directions</li> <li>• Protect school property</li> </ul>	<ul style="list-style-type: none"> <li>• Keep hands and feet to yourself</li> <li>• Remain in your scheduled area/room unless given permission</li> </ul>
<b>Arrivals</b>	<ul style="list-style-type: none"> <li>• Report to Café between 7:15-7:30 am</li> <li>• Be in class before 7:45 am bell</li> </ul>	<ul style="list-style-type: none"> <li>• Be considerate of others doing work and eating breakfast in Café</li> </ul>	<ul style="list-style-type: none"> <li>• Stay in the Café until the 7:30 am bell rings</li> </ul>
<b>Bathroom</b>	<ul style="list-style-type: none"> <li>• Use before class or during passing periods</li> <li>• Observe time limits</li> </ul>	<ul style="list-style-type: none"> <li>• Keep bathroom clean</li> <li>• Respect the privacy of others</li> <li>• Flush the toilet</li> <li>• Be considerate of other classrooms</li> </ul>	<ul style="list-style-type: none"> <li>• Wash hands with soap and water</li> <li>• Sign in/out when leaving the classroom</li> </ul>
<b>Cafeteria – Breakfast/Lunch</b>	<ul style="list-style-type: none"> <li>• Bring your ID/meal</li> <li>• Keep all lunch items in cafeteria</li> <li>• Place devices in cubbies during lunch</li> </ul>	<ul style="list-style-type: none"> <li>• Follow all cleanup rules</li> <li>• Be polite to the lunch staff, supervisors, and your peers</li> </ul>	<ul style="list-style-type: none"> <li>• Walk to and from table</li> <li>• Follow the lines/ropes set up by the lunch staff</li> </ul>
<b>Hallways</b>	<ul style="list-style-type: none"> <li>• Have a pass if you are in the hall during class time</li> </ul>	<ul style="list-style-type: none"> <li>• Help keep hallways clean and litter-free</li> </ul>	<ul style="list-style-type: none"> <li>• Walk on the right side</li> </ul>
<b>LMC</b>	<ul style="list-style-type: none"> <li>• Enter and exit quietly</li> </ul>	<ul style="list-style-type: none"> <li>• Return books on time, in the same condition</li> </ul>	<ul style="list-style-type: none"> <li>• Push in chairs</li> <li>• Keep aisles clear</li> </ul>
<b>Devices</b>	<ul style="list-style-type: none"> <li>• Leave charging cords at home</li> <li>• Store only devices and earbuds in your case</li> <li>• Have device name tag attached to case at all times</li> </ul>	<ul style="list-style-type: none"> <li>• Communicate appropriately when on devices</li> <li>• Work on school-related assignments only</li> </ul>	<ul style="list-style-type: none"> <li>• Follow Technology Agreement guidelines</li> <li>• Keep your device/login information to yourself</li> <li>• Carry closed devices in bag from place to place</li> </ul>
<b>Assemblies/Special Events</b>	<ul style="list-style-type: none"> <li>• Sit in assigned area</li> <li>• Leave all materials and books in classroom</li> </ul>	<ul style="list-style-type: none"> <li>• Be an appropriate audience/participant</li> <li>• Actively listen to presenter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Leave yellow aisle space empty on bleachers</li> <li>• Follow entry and dismissal routines</li> </ul>
<b>After School Activities</b>	<ul style="list-style-type: none"> <li>• Store unneeded materials in your locker</li> <li>• Get to your activity and sign in before the 3:00 bell                             <ul style="list-style-type: none"> <li>• Have a pass if you are in the hall during activity time</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Display sportsmanship during all activities, both home and away.</li> </ul>	<ul style="list-style-type: none"> <li>• Stay with your activity for the entire after-school period</li> <li>• Remain in the building until your activity begins</li> </ul>
<b>PE/Locker Room</b>	<ul style="list-style-type: none"> <li>• Clean PE clothes each week</li> <li>• Wear appropriate shoes</li> <li>• Bring stick deodorant</li> <li>• Store devices appropriately</li> </ul>	<ul style="list-style-type: none"> <li>• Respect the privacy of others</li> <li>• Display sportsmanship</li> </ul>	<ul style="list-style-type: none"> <li>• Lock all belongings in your locker at all times</li> <li>• Follow safety instructions</li> </ul>

<b>Bus</b>	<ul style="list-style-type: none"> <li>• Carry and present your ID</li> <li>• Get a temporary ID by 8<sup>th</sup> period (if necessary)</li> <li>• Get to your bus stop on time</li> </ul>	<ul style="list-style-type: none"> <li>• Follow the driver's directions</li> <li>• Keep all food/drinks in your book bag</li> </ul>	<ul style="list-style-type: none"> <li>• Move directly to your seat</li> <li>• Face forward</li> <li>• Remain seated</li> <li>• Take only your assigned route</li> <li>• Keep aisles clear</li> </ul>
<b>Classroom</b>	<ul style="list-style-type: none"> <li>• Turn in all work on time</li> <li>• Give your best effort</li> <li>• Check e-mail and Skyward frequently</li> <li>• Keep track of assignments</li> </ul>	<ul style="list-style-type: none"> <li>• Actively listen and respond to teachers and peers</li> <li>• Work collaboratively with all group members</li> </ul>	<ul style="list-style-type: none"> <li>• Sign out and take a pass when you leave the room</li> <li>• Enter and exit quietly</li> </ul>
<b>Dismissal</b>	<ul style="list-style-type: none"> <li>• Head to your locker right after the 2:50 bell rings</li> <li>• Take home all necessary materials</li> </ul>	<ul style="list-style-type: none"> <li>• Be considerate of your locker neighbors</li> </ul>	<ul style="list-style-type: none"> <li>• Walk directly to your bus or after school activity</li> </ul>
<b>Lockers</b>	<ul style="list-style-type: none"> <li>• Adhere to the school cell phone policy</li> <li>• Keep valuables at home</li> <li>• Keep your belongings in your own locker</li> </ul>	<ul style="list-style-type: none"> <li>• Keep locker neat, clean, and organized</li> <li>• Work within the space designated for your locker</li> </ul>	<ul style="list-style-type: none"> <li>• Keep your combination to yourself</li> <li>• Make sure your locker can close easily</li> </ul>
<b>Field Trips &amp; Out-Of-School Activities</b>	<ul style="list-style-type: none"> <li>• Bring necessary equipment or clothing</li> <li>• Turn in eligibility / permission slips on time</li> <li>• Actively listen to announcements &amp; directions</li> </ul>	<ul style="list-style-type: none"> <li>• Turn in or make up missed work</li> <li>• Actively listen to chaperones and other adults</li> <li>• Represent Holmes with pride</li> </ul>	<ul style="list-style-type: none"> <li>• Stay with the group</li> </ul>



## PART VII – PARENT AND STUDENT ACKNOWLEDGMENT OF RECEIPT

Since all Holmes Junior High School students are held to the standards outlined in this handbook, we require that Parents, Guardians and Students acknowledge receipt and review of this handbook. Additionally, all parents should review the District Family Reference Guide, which may be found at <http://www.ccsd59.org/family-reference-guide/>.

Thank you - We look forward to a great year!