

Culver Middle School

Student & Family Handbook



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Welcome Statement

Welcome to Culver Middle School! We're thrilled to have you join our community. This handbook is your essential guide to a successful middle school experience. Middle school is a time for new friendships, exciting discoveries, and growing independence. It's a stepping stone where you'll explore interests and embrace new challenges. Inside, you'll find important information on our mission, values, academic programs, and extracurricular activities, as well as details on student conduct, attendance, and resources to help you thrive. We foster a positive school environment through our Positive Behavior Intervention Program (PBIS), promoting high behavioral expectations. Our ultimate goal is to help you become an effective citizen, prepared for today's world and tomorrow's challenges. Success here is directly related to your effort and accomplishments. Remember, our teachers, counselors, administrators, and fellow students are here to support you. Ask questions, seek help, and get involved! We believe in you and can't wait to see what you achieve. Let's make this a fantastic year together!

Culver School District Mission

Teaming up to invest in every kid, every day, to equip students with:

- Real-world, life, social, and career-ready skills
- Attentive, mindful communication
- Integrity, character, and confidence
- A driven purpose

Non-Discrimination Statement & Federal Compliance Officer

Culver School District does not discriminate based on race, religion, color, national origin, disability, marital status, gender, sexual orientation, gender identity or expression, or age in providing education or access to benefits of education services, activities, and programs following Title VI, Title VII, Title IX, and other civil rights or discrimination issues; Section 504 of the Rehabilitation Act of 1973, as amended; and the Americans with Disabilities Act. The following person has been designated to coordinate compliance with legal requirements, including Title II, Title VI, Title VII, Title IX, and other civil rights or discrimination issues, the Americans with Disabilities Act, and Section 504.

Dr. Barbara Garland

Director of Special Education and Federal Programs

710 5th Street, Culver, Oregon 97734

Phone: (541) 546-2251

Fax: (541) 541-2201

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This handbook was created in alignment with policies adopted by the Culver School Board of Directors. It serves as a general guide for students and families, highlighting key policies that support a healthy learning culture at Culver Middle School. It is not an exhaustive list of rules and regulations and is subordinate to the Culver School Board policies and the "Student Rights and Responsibilities" Handbook.

School Information & Faculty Directory

Culver Middle School Faculty and Staff

First Name	Last Name	Subject Area	Email
Jessica	Calderon	Special Education Instructional Assistant	jcalderon@culver.k12.or.us
Austin	Enoch	7th & 8th Math	aenoch@culver.k12.or.us
Sharon	Gibson	K-12 Music & 6th Grade Science	sgibson@culver.k12.or.us
Megan	Graves	6th grade Math & Language Arts	mgraves@culver.k12.or.us
Mindi	Hoke	Office Manager	mhoke@culver.k12.or.us
Naomi	Little	7th & 8th grade Language arts	nlittle@culver.k12.or.us
Misty	Macy	Special Education Instructional assistant	mmacy@culver.k12.or.us
Kara	Nielsen	Nurse	knielsen@culver.k12.or.us
Jamie	Olson	Counselor	jolson@culver.k12.or.us
Jake	Schwab	8th Grade Social Studies	jschwab@culver.k12.or.us
Rhiann	Silbernagel	6th & 7th Social Studies	rsilbernagel@culver.k12.or.us
John	Spinelli	6-8 Physical Education & Health	jspinelli@culver.k12.or.us
Kyle	Kuust	Special Education Teacher	kkuust@culver.k12.or.us
Jamie	Vollmer	7th & 8th Grade Science	jvollmer@culver.k12.or.us
Dave	Williams	Principal/Athletic Director	dwilliams@culver.k12.or.us

Bell Schedules

Regular Schedule		
Period	Start	End
1	7:55 AM	8:44 AM
2	8:48 AM	9:37 AM
3	9:41 AM	10:30 AM
4	10:34 AM	11:23 AM
Lunch	11:23 AM	11:56 AM
5	12:00 PM	12:49 PM
6	12:53 PM	1:42 PM
7	1:46 PM	2:35 PM

2-Hour Delay Schedule		
Period	Start	End
1	9:55 AM	10:14 AM
2	10:18 AM	10:37 AM
3	10:41 AM	11:00 AM
4	11:04 AM	11:23 AM
Lunch	11:23 AM	11:56 AM
5	12:00 PM	12:49 PM
6	12:53 PM	1:42 PM
7	1:46 PM	2:35 PM

AM Assembly Schedule		
Period	Start	End
1	7:55 AM	8:34 AM
2	8:38 AM	9:17 AM
Assembly	9:17 AM	9:57 AM
3	10:01 AM	10:40 AM
4	10:44 AM	11:23 AM
Lunch	11:23 AM	11:56 AM
5	12:00 PM	12:49 PM
6	12:53 PM	1:42 PM
7	1:46 PM	2:35 PM

PM Assembly Schedule		
Period	Start	End
1	7:55 AM	8:44 AM
2	8:48 AM	9:37 AM
3	9:41 AM	10:30 AM
4	10:34 AM	11:23 AM
Lunch	11:23 AM	11:56 AM
5	12:00 PM	12:30 PM
Assembly	12:35 PM	1:25 PM
6	1:30 PM	2:00 PM
7	2:04 PM	2:35 PM

Grading Periods

Semester 1	
Start for 6th-8th	End
August 31st	January 21st

Semester 2	
Start	End for 6-8th
January 25th	June 8th

Academic Policies

Academic Responsibility & Program Exceptions

Grades are posted regularly online and sent via ParentSquare every nine weeks as a Progress Report. Parents and students can monitor academic progress and attendance through PowerSchool. For assistance with PowerSchool, contact the Main Office at (541) 546-3090. If you cannot access grades online, teachers can be reached by email or phone. Only semester grades are recorded on transcripts and affect a student's GPA; all other grades are progress updates. Attendance is also included in the quarterly progress reports. Students are responsible for their academic success and should check PowerSchool daily and communicate with teachers regularly. Transcripts and progress are available through PowerSchool or by request from the School Counselor or Office Manager. Parents are encouraged to monitor their students' progress and reach out to teachers with any concerns they may have.

Parents may request that their student be exempt from a learning activity or academic unit for religious or other reasons deemed reasonable by the district. An alternative activity may be provided. All such requests should be directed to the Teacher and Principal in writing.

Grading Policy and Definitions

Culver Middle School staff is committed to providing multiple opportunities to demonstrate proficiency, but all students must respond with effort and a demonstration of specific, prescribed skills and knowledge. Individuality regarding grading programs is essential. Individual teachers will make their student evaluation system available to students, parents, and administration. Teachers may also employ alternative assessment measures in the evaluation process. Examples of alternative measures are interviewing, self-assessment, verbal testing, projects, and demonstrations. **Final grades are based on a combination of student learning, participation, and attendance.**

Incomplete Grades

Extenuating circumstances may prohibit a student from completing the assignments/exams necessary to complete a course. If this situation arises, students should contact the School Counselor to obtain an Incomplete Grade Agreement. All assignments, exams, and requirements must be completed by the agreed-upon date. Failure to do so will result in the incomplete grade being changed to an "F," and no credit will be earned.

Academic Honor Code

Academic Integrity

At Culver Middle School, academic integrity is essential, and students are expected to:

- Complete assignments, quizzes, and tests as directed by teachers.
- Cite sources for any information that is not their own or common knowledge.
- Seek clarification on acceptable practices when needed.
- Encourage honesty and integrity among peers.
- Report suspected violations (anonymous reports are accepted).

Academic Dishonesty

Academic dishonesty is prohibited. Violations include, but are not limited to:

- Copying another student's work.
- Allowing others to copy from one's work.
- Unpermitted collaboration (e.g., group work not allowed by the teacher).
- Plagiarism
- Giving or receiving unpermitted aid.
- Using unauthorized materials (e.g., phones, notes, etc.).

Plagiarism

Plagiarism is the act of using someone else's work or ideas without proper credit. This includes copying text or submitting work done by others. Students must submit original work and properly cite any sources used. Violations will lead to disciplinary action, including possible failing grades and further consequences. Students should consult their teachers for guidance on proper citation.

Consequences

Violations of the Academic Honor Code will be referred to the administration. They may result in disciplinary actions such as parent contact, technology restrictions, zero credit for the work, detention, or suspension. **Consequences vary based on the severity and frequency of the infraction and may result in disciplinary action and/or a "zero" grade for the assignment(s).**

Year End Celebrations:

Culver Middle School Wildhorse

To be eligible to attend the Culver Middle School wildhorse trip a student must meet the following criteria.

- Uphold the Academic Honor Code.
- Maintain 92% attendance for the school year.
- Earn a cumulative weighted GPA of 3.75 or higher in their second semester of middle school.

Road Scholars

- Application Essay
- 90% Attendance rate
- Completion of all Teacher Tasks

6th Grade Outdoor School

- Signed Parent Permission Forms and Outdoor School Agreements
- Students who opt not to attend outdoor school will attend a normal school day during outdoor school dates

Campus Expectations & Procedures

Attendance

At Culver Middle School, regular attendance is vital for academic success. Oregon law requires all students ages 6 to 18 who have not completed 12th grade to attend school full-time, and parents are responsible for ensuring this. Students and parents must promptly notify the Main Office of any absence. If an absence is not pre-arranged or excused, the Office Manager will contact the family. Students who become ill during the school day must check out at the office before leaving. Poor attendance, defined as a rate below 92% or a pattern of frequent absences, will result in notifications and possible interventions. Additionally, absences may impact eligibility for participation in sports or clubs.

Tardies

A student is considered absent if they are not in class within the first 10 minutes of a period. Staff may update the attendance to "tardy" if the student arrives late. After three or more tardies to a class, the student may be assigned lunch detention by their teacher.

Unexcused Absences

If a parent or guardian does not excuse an absence within 24 hours, it will be recorded as unexcused. Chronic absenteeism may result in disciplinary action. **Additionally, students with unexcused absences may lose the opportunity to earn participation credit in class.**

Excused Absences

These are generally related to illness and appointments. Parents must call the office or send a note with their student. **Students are responsible for communicating with their teachers to complete any missed assignments.**

Checking In & Checking Out

Students arriving late or leaving early must check in or out with the main office. Parents should notify the office in advance via note, phone call, or email. Failure to check in for late arrivals may result in an unexcused absence or disciplinary action. **For early departures, students will receive a release slip to present to their teacher, allowing them to leave class early.** Leaving without checking out will result in an unexcused absence and may result in disciplinary action. Students returning the same day must check in at the office.

Extended Absences

State law requires that school districts withdraw any student from enrollment who is absent for ten (10 consecutive days. The student must re-enroll upon return. In cases of extended illness or injury, parents are asked to contact the School Counselor and Principal to discuss options.

Delayed Opening

In the event of a two-hour delay, the school day will begin two hours later than the regular start time. The bell schedule outlined on page 6 will be followed. Buses will run on a delayed schedule, and AM classes will be shortened to accommodate the adjusted day. Students are expected to follow their regular class schedule once school begins. Please check ParentSquare/StudentSquare or the district website for updates and further instructions on two-hour delay days.

Bell Schedules

While most school days will operate on the “Regular” bell schedule outlined on page 6, there will be times when we will utilize alternative schedules for assemblies and other events. Bell schedules are subject to change, and students are responsible for knowing which schedule is in effect for the day. Please check ParentSquare/StudentSquare or the district website for updates.

Phones & Wearable Devices

While on the Culver School District campus, all electronic devices (phones, smartwatches, earbuds, etc.) must be turned off and put away during school hours. If a student uses any device during the school day, they must turn it over to the main office. Devices may be picked up at the end of the school day. Repeated violations may result in further disciplinary action.

Messages

Messages for students will be accepted only from parents/guardians and emergency contacts. Students will receive notification that they have a message in the office and can retrieve their message only between class periods or at lunch. Students may access the student phone in the Main Office.

Visitors

All visitors who enter Culver Middle School are required to check in at the Main Office, wear a visitor badge, and check out upon leaving campus. **Student guests (from other schools, friends/family visiting, etc.) are not allowed to attend classes.**

Gymnasium & Athletic Facilities

Students are only allowed in athletic facilities under the supervision of a Culver School District staff member or certified coach. Locker rooms will be locked during lunch hours.

Nutrition Services

All students enrolled in the Culver School District are eligible to receive a healthy breakfast and lunch at school at **no charge** each day of the 2025-2026 school year as a part of the Community Eligibility Provision (CEP). All CSD students are automatically enrolled to participate without submitting an application or paying a fee.

Medication at School

All prescription and nonprescription medications must be checked into the Main Office by a parent with the Office Manager, along with the required paperwork and forms. All medications must be in their original containers, which indicate the student's name and dosage. Medication that is not labeled correctly or not in its original container will not be accepted.

Financial Obligations

Students are responsible for returning or replacing damaged or lost school materials and equipment, including books, computer equipment, athletic gear, and lockers. Unpaid fines or fees may result in exclusion from co-curricular activities, events, and graduation activities.

Technology

Technology Integration and Access

Culver School District integrates technology across all grade levels to enhance teaching and learning. Students in grades 6-8 will have access to classroom Chromebooks. Chromebooks are available to check out from our library as requested by parents. All students have access to Google Apps for Education, which offers tools for collaboration, productivity, and communication. Although content filters are in place, exposure to inappropriate material is possible. School staff monitor technology use on campus, and parents are responsible for supervising their child's technology use at home.

Expectations for Responsible Technology Use

Students are expected to use district technology ethically, respectfully, and solely for educational purposes aligned with district goals. Digital files and communications on school devices, Google Drive, and networks are not private and may be reviewed by administrators. Students must protect privacy, avoid transmitting inappropriate or illegal content, and refrain from installing unauthorized software or accessing harmful websites. Commercial, political, or religious use of district technology is prohibited. Students are accountable for their conduct at all times, both on and off campus.

Responsible Use of AI Tools

AI tools provided by the district should support learning without replacing original student work. Students must follow the AI Use Stoplight Guide taught in classrooms, verify AI-generated content for accuracy and bias using reliable sources, and protect personal information when using AI. If unsure about ethical or proper AI use, students should seek staff guidance.

Consequences and Accountability

Misuse of district technology or AI tools may result in loss of privileges, disciplinary action according to district policies, and financial responsibility for intentional or malicious damage. Users may be held personally and financially liable for violations, including transmitting unlawful content, causing damage to hardware or software, or unauthorized use of resources.

Technology Agreement

- Signed technology agreement on file in office.
 - Agreements are handed out in classrooms the first week of school
 - Students needing to check out Chromebooks will do so with parent approval and check them out from our library cart.
 - These are typically for overnight use with any multi day checkout needing approval of administration

Bark for Schools

Keeping students safe online is a top priority for Culver School District. We have partnered with Bark for Schools to monitor all school-issued Google accounts. Bark alerts us to potentially harmful messages, including signs of suicidal thoughts, violence, cyberbullying, or sexual content, enabling quick intervention. Bark does not perform random searches of student documents or data; it only notifies us of concerning or dangerous content. If you have any questions, please contact the administration.

Athletics

Before Participation

All forms, listed below, must be signed and returned to the Athletic Department **before the first practice**. Athletes cannot participate until these forms are submitted and approved.

- Required Reading
 - Athletic/Extracurricular Policies
- Required Forms
 - Current Physical: Must be on file with the athletic office (Required every 2 years)
 - Athletic Medical card turned into office.
- \$25.00 Participation Fee.

Extra-Curricular Activity Policy

An Extra-Curricular Activity is any activity where lack of participation does not affect a student's grade. The Culver School District Board of Directors values extra-curricular programs but prioritizes academic success. Students participating in these activities are expected to represent our school with exemplary behavior.

Physical Examinations

Students **must** have a physical examination on file (valid for 2 years to participate in athletics. New students, or those who have had major surgery, must provide updated exams.

Insurance Policy

The Culver School District does not provide insurance for students. Parents are responsible for medical treatment and other coverage.

Athletic Eligibility and Guidelines

Eligibility Requirements

- Students must meet the Culver Middle School eligibility requirements.
 - Students must be currently passing all classes with grades A, B, C, or D in order to participate in competition.

Grade Checks: Grades will be done weekly in a given season. Students with an "F" will be ineligible for competition until the grade has improved to a passing mark.

Ineligibility

- If a student-athlete becomes ineligible, they may not participate in games/events but remain eligible for practices. Student-athletes with eligibility concerns are encouraged to attend Homework Club and communicate with teachers to improve their grades.

Athletic Hardship Procedures

- Culver Middle School recognizes that students may encounter challenges that impact their athletic participation and eligibility. We have hardship procedures to address these cases. Each case is reviewed individually, considering the student's specific needs, with input from coaches, Athletic Director, Administrators, and Counselors. Our goal is to support students while upholding the standards of our athletic programs.

Athletic Standards of Conduct

Culver Middle School student-athletes are expected to model good citizenship and follow all policies outlined in the Student Handbook.

- Minor Infractions: (Half-day ISS) may result in missing practice/competition on the day of suspension.
- Major Infractions: (Full-day ISS or OSS) may result in an additional week of no competition.
- A second major infraction may result in one month of program ineligibility.
- Repeated infractions could result in the revocation of athletic privileges.

Attendance Expectations

Student-athletes must attend the entire school day to practice or participate in activities, except for approved absences like school functions or medical appointments. Student-athletes are expected to attend all scheduled practices, team functions, and games. Head coaches may adjust a student-athlete's participation level based on their attendance.

- **Excused Absences:** A parent/guardian must communicate with the office within 24 hours following an absence
- **Pre-Arranged Absences:** Must be communicated for absences over one day (family vacations, college visits, etc.)
- **Partial Day Absences:** Must be valid, and students must check in/out at the office. Unexcused absences may lead to disciplinary action and loss of credit.

Illegal Substances and Violation Consequences

- **First Offense:** Possession of illegal substances results in a 5-day suspension from all school and athletic activities.
- **Second Offense:** Possession of illegal substances for a 2nd time results in an automatic 10-day suspension from all school and athletics activities.
- **Third Offense:** Possession of illegal substances for a 3rd offense results in expulsion and removal from all school and athletics activities.
- Any athlete who is serving a school suspension for a drug/alcohol-related offense is also ineligible for participation in athletics through the suspension period.

Concussion Management Protocol

1. **Immediate Evaluation:** Remove the athlete from play if a concussion is suspected and consult a physician.
 - a. St. Charles Madras
 - i. 470 NE A Street, Madras, OR 97741
 - b. St. Charles Redmond
 - i. 1253 NW Canal Blvd, Redmond, OR 97756
 - c. Best Care Treatment Services Inc.
 - i. 850 SW 4th Street, Suite 302, Madras, OR 97741
2. **Removal from Activity:** No return to play on the same day. A progressive return to activity is required.
3. **Neurocognitive Testing:** Post-concussion testing within 24-72 hours.
4. **School Activity Modification:** Adjust school attendance and workload as needed.
5. **Monitoring:** Regular symptom checks and testing until the athlete is symptom-free.
6. **Return to Play:** Gradual return under close supervision.
 - a. Any student-athlete returning to participation after a concussion must complete a Return to Participation form. Please see the Athletic Director for more information.

Associated Student Body (ASB)

The Associated Student Body (student council) is a group of class-elected officials. If you are interested in running for office, elections take place every spring. The activities that the ASB plans and sponsors include assemblies, dances, and various Spirit Week events. For more information, please contact the Activities Director.

Assemblies

Attendance at assemblies is required unless approved by the administration. Checking out to avoid attending assemblies will not be allowed. Excellent student behavior is expected at assemblies. Students at Culver Middle School desire to be respected by their peers, and have demonstrated a tradition of tolerance and respect for others. This is proven in the manner in which students conduct themselves at assemblies. Another trademark of our students is their willingness to take on responsibility, both as individuals and collectively as a student body.

Dances

- Non-Culver Middle School students **WILL NOT BE ALLOWED** to attend CMS dances.
- Students must stay in designated areas; once exited, re-entry will be allowed and parents called to come pick their student up. Attire and behavior should be appropriate; failure to comply may result in loss of dance privileges. ID cards are required for ticket purchase and entry.

ASB Stickers

CMS students are encouraged to have a valid ASB sticker on their student ID for reasons that include but are not limited to the following:

- Students with an ASB sticker will receive free admission to all CHS home and conference athletic events (excluding some playoff and endowment games).
- Students need an ASB sticker for other activities, such as dances and other spirit-week-oriented events.
- Purchasing an ASB sticker allows you exclusive discounts or free admission into school-sponsored events.

Student Behavior & Discipline

Foundational Beliefs

- All students deserve a safe and orderly learning environment.
- Students are continuously learning appropriate behaviors and boundaries.
- Clear expectations and reminders are essential for student success.
- School officials have the right and responsibility to enforce expectations through coaching, mentorship, and, when necessary, reasonable consequences.

Authority and Expectations

Culver Middle School officials have authority over students during school hours and at any school-related activity, including district transportation, field trips, and athletic events. School guidelines and expectations apply in all these contexts, and school officials can impose disciplinary consequences for incidents occurring in these settings. Consequences may also be used for incidents in the community that originated at school or impact the school day.

Due Process

When a disciplinary incident occurs, school officials will gather factual information from all parties involved and make decisions that reflect our commitment to a safe and orderly environment. If a parent or student believes they have not received fair treatment:

1. Request a meeting with the involved staff member.
2. If unresolved, request a meeting with an administrator.
3. If the issue remains unresolved, the administrator will schedule a conference with the parent, student, and relevant parties.
4. If the issue remains unresolved, contact the district office and follow district complaint procedures.

Code of Conduct

Students must conduct themselves appropriately, follow school policies, and respect staff direction. Culver Middle School upholds students' rights under federal and state law while providing a learning experience that builds the skills and attitudes needed to become responsible, contributing citizens. To support this mission, each student is expected to:

- Respect others and avoid prejudice based on race, sex, age, disability, religion, national origin, or language.
- Attend all classes daily, on time, and prepared.
- Participate actively in learning and take responsibility for personal progress.
- Follow directions from all staff members.
- Adhere to school and district rules.
- Accept reasonable discipline or corrective actions for rule violations.
- Behave in a way that reflects positively on themselves and the school.

Culver Middle School retains authority over students during the school day, at all school-sponsored activities, and while using district transportation. Students may face disciplinary action—including detention, suspension, expulsion, or referral to law enforcement—for misconduct, including but not limited to:

- Possession or use of weapons, tobacco, vaping devices, alcohol, or drugs.
- Assault, menacing, or harassment of staff or students.
- Property damage or theft.
- Defiance, insubordination, or obscene language.
- Violations of transportation rules or the dress code.
- Cheating, forgery, false alarms, setting fires.
- Felony offenses.

Student Rights and Responsibilities, Complaint Procedures

Students at Culver Middle School are entitled to a free public education and have the rights of citizenship as outlined in the U.S. Constitution and its amendments. These rights may be limited in the school setting to ensure an effective learning environment, but cannot be unduly infringed upon. Disciplinary actions will be fair, taking into account each student's rights and safety, and will be free from arbitrary or inappropriate measures. **If a student feels they have not been treated fairly, they should follow these steps:**

1. Initial Meeting: Arrange a meeting with the staff member involved to discuss the concern. This meeting should be scheduled outside of class time.
2. Administrative Conference: If the issue remains unresolved, contact an administrator to arrange a conference with the administrator, student, staff member, school counselor, and parent(s).
3. Written Complaint: If the concern is still unresolved, submit a written complaint to the building administration to request a conference with the Superintendent.

Search and Questioning

Questioning by Law Enforcement

If law enforcement needs to question students during school or extracurricular activities, the principal or designee will be present when possible. Parents will be notified unless prohibited by law in cases such as suspected child abuse, where the Department of Human Services or law enforcement may exclude district personnel from the investigation.

Search and Seizure

School officials may search a student or their personal property (e.g., wallets, bags, electronic devices, or vehicles) if justified. Illegal items or those threatening safety or disrupting education may be seized. Random searches of school facilities, including lockers and desks, may occur without warning. Items that are unlawful or violate school policy may be confiscated. Refusal to allow a search may result in expulsion.

Privacy

Federal privacy laws prohibit the district from disclosing the identities of students involved in disciplinary actions or the consequences of those actions to other students' parents or legal guardians.

Student Dress Code

Responsibility for dress and grooming rests primarily with students and their parents; however, Culver Middle School expects student dress and grooming to meet standards that ensure that the following conditions do not exist:

- Disruption or interference with the school's learning environment;
- Threat to the health and/or safety of the student concerned or of other students.
- The following items are not allowed at Culver Middle School: Clothing or accessories that display weapons, drugs, tobacco or tobacco-related products, alcohol, gang-related messages, or obscene/profane words or images; this includes direct or implied messages; and bandanas.

If a staff member concludes that a student's clothing is in violation of our expectations or disrupts the learning environment for others, the student will be asked to correct this. Parents will be notified if dress policy violations become a pattern of behavior. If a student is asked to remove an item or change and refuses, the student may be suspended for the remainder of the day.

Access to Students and Students' Property

Law enforcement may have cause to speak with students while at school or in co-curricular activities. School officials will follow district protocol regarding parent notification when law enforcement or another agency (Department of Human Services, Juvenile Department, etc. requests to speak with a student. School officials may search a student's personal property (vehicle, clothing, backpack, etc. when there is reasonable suspicion to believe a student's property contains an item that is dangerous, illegal, or in violation of the student code of conduct.

Lockers & Locker Rooms

Lockers are available for academic and athletic use. Hallway lockers are issued through our Main Office and are distributed during fall registration. Athletic lockers are located in the boys' and girls' locker rooms, and students must use locks on their PE lockers at all times. Locker rooms are off-limits when students are not in PE class. Please note that lockers are school property and may be searched if there is reasonable suspicion. The Culver School District reserves the right to conduct random inspections of lockers without notice, which may include assistance from law enforcement and canine drug detection units.

Classroom Disruption, Non-Compliance, & Disrespect

Students are expected to manage their behavior and maintain respect for others, ensuring that they do not disrupt the learning environment. Disrespectful behavior, including disruptive or non-compliant actions, will not be tolerated. Teachers will communicate directly with parents if a student's behavior is inappropriate. If this becomes a pattern, the student may be referred to the administration. In cases of severe non-compliance, disorderly conduct, or blatant disrespect, the student may be removed from the class. Non-compliance, insubordination, or disrespect may result in further disciplinary actions, including in-school and out-of-school suspension.

Electronic Device Policy

The Culver School District prioritizes the mental health and emotional well-being of its students. To foster an academic environment free from distractions, we prohibit the use of cell phones and other electronic devices in classrooms, the cafeteria, hallways, outdoor spaces, and assemblies. By minimizing distractions, our students can better engage in their learning. By keeping their cell phones and electronic devices "OFF & AWAY", students practice a valuable skill that prepares them for life beyond school.

Our Expectation

Student phones must be off and away from bell to bell. Students may access their phones before and after school. The term "phone" in this policy refers to any personal electronic device not issued by the school (e.g., iPods, MP3 players, headphones, smartwatches, game devices, wireless headphones, AirPods, etc..

Our Practice

Students should leave their phones and earphones in their lockers, backpacks, or secure places. Phones, headphones, or any other devices should not be visible during any class, hallway, or assembly at any time.

Procedures

- Students may use digital devices before and after school.
- Devices must be off (silent) and put away from 7:55 AM to 2:35 PM.
 - Cell phones and other electronic devices may be kept in student-assigned lockers, backpacks, or the office during the "Off and Away" timeframe.
- Phones and headphones used during instructional time will be confiscated and taken to the office.

Consequences for violating electronic device policy

Level 1	Level 2	Level 3	Level 4
1 Day	1 Week	1 Month	1 Semester
The device is confiscated and turned into the attendance office for the remainder of the school day. Families are notified, and students can reclaim their device(s) at the end of the day.	The device is confiscated, and families are notified. Students can reclaim their device(s) at the end of the school day. Students must turn device in at the office each day for five school days.	The device is confiscated and will only be returned directly to a parent or guardian. Students must turn device in at the office each day for thirty school days.	A family meeting is held to address the issue. Students must turn device in at the office daily until the end of the current grading period or at the end of thirty school days, whichever is greater.

Communicating with Families

We understand that families may need to communicate with their students during the school day. However, we ask that students and families respect this policy. The guidelines below outline how we can collaborate to meet specific needs:

- Students may use cell phones and communicate with families prior to first bell at 7:55 AM.
- Parents can contact the school at (541) 546-3090 with urgent messages that cannot wait until lunch or after school.
- If a student does not have a personal cell phone on campus, the school can assist with communication as needed.

FAQs

- What if a student is using their phone/electronics during class time in the hallway?
 - Teachers are not expected to monitor the hallways while teaching. Hallway enforcement is the responsibility of the administration. However, during prep periods, teachers are encouraged to remind students about the expectations and direct them to the office if necessary.

- If I fail to uphold this policy, can it negatively impact my evaluations?
 - Yes. All staff are expected to enforce this school-wide policy, as supported by Domain 2.
- What about TAs?
 - The same expectations apply to all students in the building.
- What if I have a legitimate educational reason for students to use cell phones?
 - District-issued student devices have most of the same capabilities as phones. Teachers are encouraged to plan lessons that can be accomplished using Chromebooks instead of cell phones.
- Can students use cell phones when they are done with tests or waiting for the bell to ring?
 - No. To maintain consistency, the policy applies "bell to bell" in all classrooms. We encourage students to edit their work, assist others, or read during these times.
- What if a student's phone sounds while it's stored in their backpack or purse?
 - Students may access their phones to turn them off without consequence. This should be a rare occurrence and serve as a lesson to students.
- Why do teachers need to notify parents when a student violates the policy?
 - This is an essential part of our united messaging.

Behaviors Resulting in Discipline

Potential Behavioral Consequences

Culver Middle School follows a progressive discipline approach. At Culver Middle School, this process includes the following steps. School officials may impose disciplinary consequences that include, but are not limited to, the following:

- **Staff Interventions & Consequences:** Adjustments to a student's routine or privileges to improve behavior.
- **Lunch Detention:** Students must get their lunch from the cafeteria and report to the designated classroom.
- **Loss of Privileges:** Exclusion from activities like after-school events, dances, or athletics.
- **In-School Suspension (ISS):** A student spends class time in the Main Office, completing assignments. Parents are notified. Misbehavior in ISS may lead to out-of-school suspension.
- **Out-of-School Suspension (OSS):** Exclusion from school for one or more days. Students can make up missed work, but cannot be on campus, participate in activities, or attend events during the suspension. Violations may result in trespassing citations.
- **Contract instead of Suspension/Expulsion:** A behavior contract with specific conditions. Violations may lead to suspension or expulsion. Parents are notified.
- **Recommendation for Expulsion:** A student may be removed from school for up to one year. Parents will be notified to attend an expulsion hearing, where a hearings officer will determine the outcome and forward recommendations to the Superintendent.
- **Year-to-Year Discipline:** Progressive discipline applies if a student repeatedly commits similar infractions over time.

Academic Dishonesty (Cheating)

CMS Honor Code, found on page 8, defines academic dishonesty (cheating), and students are expected to follow this Code. Students involved in cheating, forgery, plagiarism, or inappropriate use of Artificial Intelligence may receive classroom-level consequences at the teacher's discretion and/or be referred to Student Management for disciplinary consequences.

First Incident	Second & Subsequent Incidents
Conference Consequence Assigned by Teacher	Loss of Credit 1 Day OSS

Activating a False Alarm

Activating a fire alarm, 911, or other security alarm or response protocol will result in disciplinary consequences and referral to law enforcement.

First Incident	Second & Subsequent Incidents
Recommend for Expulsion, Possible Restitution	Recommend for Expulsion, Possible Restitution

Assault

An assault occurs when one student attempts to injure or fight another student, and the other student attempts to avoid the physical confrontation, or takes action solely to protect themselves.

First Incident	Second & Subsequent Incidents
Up to 5 Days OSS (pending investigation) Non-Contact Agreement Recommended for Expulsion Referral to Law Enforcement	Up to 10 Days OSS (pending investigation) Recommended for Expulsion Referral to Law Enforcement

Fighting

Students are expected to resolve conflicts without physical altercations. All staff members are available to help manage disputes, and students must report any potential fights to an adult. Promoting fights, such as encouraging, filming, or instigating them, is prohibited and may result in disciplinary action. Typical consequences apply for incidents involving mutual combat.

First Incident	Second & Subsequent Incidents
Up to 5 Days OSS/ISS (pending investigation) Non-Contact Agreement Referral to Law Enforcement	Up to 10 Days OSS Non-Contact Agreement Recommended for Expulsion Referral to Law Enforcement

Gang-Related Behavior

Students are prohibited from displaying gang signs, tags, gestures, or items. Clothing or accessories considered by school officials or law enforcement to be gang-related are not allowed at school. Students involved in gang-related behavior are subject to suspension, recommendation for expulsion, and referral to law enforcement. Examples include, but are not limited to: bandanas, collective wearing of colors, symbolism, etc.

First Incident	Second & Subsequent Incidents
Law Enforcement / Administration Conference Recommended for Expulsion	Recommended for Expulsion Referral to Law Enforcement

Harassment, Bullying, or Hazing

Culver School District has zero tolerance for bullying, harassment, and hazing—whether it occurs in person or online, regardless of severity. Every student deserves to feel safe at school, and all students are expected to treat one another with respect and civility. Students should avoid bringing online conflicts (e.g., from Facebook, Twitter, Snapchat to school. However, any such issues should be reported to Student Management for prompt resolution. Incidents of harassment, bullying, hazing, or threatening behavior will result in disciplinary action. Bullying that involves threats may lead to a Risk Assessment Screening. Hazing or group initiation behaviors are strictly prohibited, and violations will result in consequences, up to and including suspension, expulsion, and referral to law enforcement if necessary.

First Incident	Second & Subsequent Incidents
Minimum: Conference with Student Maximum: Recommended for Expulsion Subject to Complaint Procedures	Minimum: Up to 5 Days OSS Maximum: Recommended for Expulsion Subject to Complaint Procedures

Horseplay or Unsafe Behavior

Students are expected to keep their hands and feet to themselves during school. Students are expected to be respectful of others' safety and personal space at all times.

First Incident	Second & Subsequent Incidents
Up to 1 Day OSS	Up to 3 Days OSS

Inappropriate Displays of Affection

Intimate displays of affection between students are not appropriate at school. Students are expected to interact in a manner that does not offend others and respects privacy. It is acceptable for students to hold hands and briefly hug each other. Unacceptable behavior includes prolonged embraces, kissing, and touching of others in areas typically considered private.

First Incident	Second & Subsequent Incidents
Lunch Detention	Up to 1 Day OSS

Inappropriate Use of School Technology

Students are expected to keep password information private. The user who is “signed in” is responsible for any activity on the device in use. Suppose a student misuses technology, including vandalism, identity theft, system compromise, or unauthorized access to sites. In that case, the student may lose the privilege of accessing district technology and may be subject to disciplinary consequences. Vandalism or misuse resulting in damage will result in monetary fines and may lead to referral to law enforcement. Bullying and harassment via electronic means will face the same consequences.

First Incident	Second & Subsequent Incidents
Conference	Loss of Usage Privileges Up to 3 Days OSS

Inappropriate Use of Skateboards, Bikes, Scooters & Sports Equipment

Students are expected to lock these items to our racks at the building’s entrance. If the item cannot fit in a locker, it can be checked in to the Main Office. Students are expected to carry (not ride) boards, etc., until safely out of the parking area.

First Incident	Second & Subsequent Incidents
Lunch Detention	Up to 1 Day OSS

Possession, Use, or Distribution of Tobacco/Vaping Devices

The possession, use, or distribution of tobacco or other nicotine products is prohibited. This includes (but is not limited to) cigarettes, cigars, loose tobacco, smoking cessation products, chewing tobacco, e-cigarettes/liquids or vape devices and accessories. This policy includes all co-curricular activities and applies to all areas of campus or district transportation. Distribution involves sharing or attempting to share, selling, or attempting to sell tobacco or nicotine-related products to another party. If violated, the following consequences may occur:

First Incident	Second Incident	Subsequent Incidents
Up to 1 Days OSS/ISS	Up to 3 Days OSS Possible Referral to Law Enforcement	Up to 5-10 Days OSS Recommended for Expulsion Possible Referral to Law Enforcement

Possession, Use, Distribution of Alcohol, Drugs, & Imitation/Look-Alike Substances

The possession, use, abuse, or distribution of alcohol or any controlled substance is prohibited. This includes, but is not limited to, marijuana, narcotics, medications, synthetic drugs, over-the-counter medicine (when not used as directed), and inhalants. This policy applies to all co-curricular activities and to all areas of campus or district transportation, including any amount of drug or alcohol residue in containers or paraphernalia. Imitation or look-alike substances, such as clove cigarettes, non-alcoholic beer, powders, or any substance presented as a drug, are also prohibited. Distribution includes sharing, selling, or attempting to sell drugs, alcohol, or look-alike substances.

First Incident	Second Incident	Subsequent Incidents
Up to 5 Days OSS Recommended for Expulsion Referral to Law Enforcement	Up to 10 Days OSS Recommended for Expulsion Referral to Law Enforcement	Up to 10 Days OSS Recommended for Expulsion Referral to Law Enforcement

Possession or Use of Weapons

No weapons are allowed on campus. This includes, but is not limited to, guns, explosives, knives (fixed blade or folding), mace, slingshots, spiked accessories, martial arts weapons, and ammunition. Look-alike weapons, such as airsoft guns, toy guns, paintball guns, and items that resemble knives, guns, or explosives, are also prohibited. Possession of any weapon or look-alike weapon on campus, on the bus, or at any school-related location will likely result in suspension, a recommendation for expulsion, and referral to law enforcement if necessary.

First Incident	Second & Subsequent Incidents
Minimum: 1-5 Days OSS/ISS Recommended for Expulsion Referral to Law Enforcement	10 Days OSS (pending investigation) Recommended for Expulsion Referral to Law Enforcement

Theft

Theft or possession (including receiving of stolen property) will result in discipline and referral to law enforcement.

First Incident	Second & Subsequent Incidents
Up to 1 Day OSS and Possible Restitution	Up to 3 Days OSS and Possible Restitution

Truancy

Students are expected to attend every class, every day, on time. If a student skips a portion of a class/day or an entire class/day, they may receive disciplinary consequences. Students who have a pattern of truancy may be placed on a contract, and law enforcement may be involved (due to compulsory attendance laws).

Unsafe or Disruptive Items

Any item that potentially interferes with learning or with maintaining an orderly environment is not allowed at school. Such items include, but are not limited to: noise makers, silly string, matches, lighters, laser pointers, etc. Staff members may confiscate such items, and parents will be required to retrieve the items in the office. Students are asked to be respectful when using colognes or other fragrance items at school.

First Incident	Second & Subsequent Incidents
Item Collected by Parent	Loss of Item 1 Day OSS

Use of Inappropriate Language

Students are expected to use appropriate language at school. Swearing, obscene or profane language or gestures will result in disciplinary action. Inappropriate language directed at staff will result in out-of-school suspension.

First Incident	Second & Subsequent Incidents
Lunch Detention	1 Day ISS or OSS

Vandalism

Students are expected to treat our facility and equipment with respect. Any act of vandalism (including writing on desks, walls, or other school property will result in out-of-school suspension. This includes vandalism of school technology and purposeful vandalism of other students' belongings. If a student damages their locker, they may lose locker privileges. Students will be held financially responsible for vandalism of school property, including covering the cost of custodial work orders. Students accountable for vandalism may be referred to law enforcement and/or recommended for expulsion.

First Incident	Second & Subsequent Incidents
Minimum: Up to 3 Days OSS and Possible Restitution Maximum: Recommend for Expulsion	Minimum: Up to 5 Days OSS and Possible Restitution Maximum: Recommend for Expulsion

False Reporting

Students are prohibited from knowingly making false statements or knowingly submitting false information in bad faith as part of a complaint or report, or associated with an investigation into misconduct. "

First Incident	Second & Subsequent Incidents
Minimum: Conference with Student Maximum: Up to 5 Days OSS	Up to 10 Days OSS Recommended for Expulsion Referral to Law Enforcement

Unsafe or Disruptive Behaviors During Emergency Drills

Students are expected to follow protocols and appropriate behaviors during all emergency drills. Failure to follow protocols and behaviors may result in disciplinary action.

First Incident	Second & Subsequent Incidents
1 Day OSS	Up to 3 Days OSS Recommended for Expulsion

Student Safety & Support

School Counseling Services

The School Counselor is available to students and families for assistance in the areas of scheduling classes, academic issues, and personal/social issues. The School Counselor can assist families in contacting community agencies. Parents and students are always welcome to contact the School Counselor with questions or concerns by phone or email. Confidentiality is maintained at all times unless a student's health or safety is at risk.

A Safe and Secure Campus

Student safety is the top priority for all Culver School District employees. At Culver, we expect everyone (students, staff, and visitors) to help keep our campus safe and secure. Please help keep Culver a safe environment by doing the following:

- Report any suspicious people or behaviors to a staff member. "See something, Say something."
- Never let someone into the building through doors other than the Main Entrance. This includes friends, employees, and strangers—no matter how harmless they seem.
- Never prop open doors.
- Share your concerns about fellow students with staff members. This includes jokes about violence, self-harm, signs of depression, or odd behaviors.
- Report all safety hazards to a staff member immediately, including spills, electrical hazards, etc.

Safe Oregon Reporting

We recognize that creating a safe learning environment is a critical part of helping each child achieve academic success. SafeOregon is a way for anyone to inform school personnel about their concerns—large or small: report abuse, bullying, depression, drug sales/use, fights, safety concerns, thefts, threats to campus safety, suspicious activity, vandalism, and more. Students can access the SafeOregon system through a link on our school website or by visiting the safeoregon.com website directly. Tips can be submitted through the web form on the SafeOregon website or by text, email, live call, and mobile app. **1-884-472-3367**.

Culver School District Security Cameras

The CSD campus has a comprehensive video surveillance system. This includes dozens of cameras inside and outside of campus buildings. Our system aims to promote appropriate behavior, discourage problematic behavior, and facilitate investigations when incidents occur. Our camera system is viewable in real time and stores surveillance data.

Public Information Release

School district policy forbids the release of personally identifiable information to the general public in the form of mailing or phone lists. However, some personally identifiable information (student name, birthday, photograph, athletic participation), which is generally not considered harmful if released, may be released in the form of a “directory” for certain activities. This includes athletic rosters, concert programs, honor roll postings, and graduation programs. This may also include media coverage of school activities. Parents may prevent the district from including their students in such publication by making this request in writing to Mindi Hoke, Administrative Assistant, Culver Middle School.

Distribution of Materials

All aspects of school-sponsored publications, including website, newspaper, video broadcasts, and yearbook, are under the supervision of school personnel. Students may be required to submit material to the administration for approval. No written or electronic materials may be distributed on district property without administrative approval. Students must obtain permission from administration before posting flyers or posters on campus.

Personal Property at School

Students are encouraged to leave valuable items at home. The school is not responsible for the loss or theft of items. Students are expected to use lockers for PE and to store all personal property. We have limited resources to investigate missing items, so we encourage students to avoid bringing excessive cash, small electronics, jewelry, or other valuables to school.

Personal Hygiene

Students are expected to maintain appropriate personal hygiene to support a clean, healthy, and respectful learning environment. This includes regular bathing, wearing clean clothing, and practicing good grooming habits. Personal hygiene is essential for individual well-being and the consideration of others in shared spaces. If assistance or resources are needed, students are encouraged to speak with a school counselor or administrator.