

## Middle Addendum

### ACADEMIC INFORMATION

#### ACADEMICS & EXTRA-CURRICULAR EDUCATION

Academic life at CA, in balance with our spiritual focus and a well-rounded approach, builds and prepares our students to be academically challenged and supported while having the opportunity to be contributing members of our school. Our goal is for each student to grow during their middle school years to achieve intellectual, emotional, and mental readiness in preparation for Academy/High School. Our teachers and administration are dedicated to the student's growth in and outside of the classrooms.

#### Curriculum

**Required courses:** \*core subjects

**Electives (subject to change):**

Bible*	Caroliers	Study Hall
Language Arts*	Orchestra	IXL Lab
Reading	Hand Bells	Art
Speaking & Listening	Advanced Band	Spanish
Grammar	Intermediate Band	Maker Space
Writing	General Music	Student Finance
Mathematics*	Robotics	Health
Physical Education	Communications	3D Printing
Social Studies*	Drones	Geography
Science		

#### MUSIC

All students are required to participate in a music course. CA offers several options, such as:

- Intermediate Band
- Advanced Band
- Caroliers
- Hand Bells
- Orchestra
- General Music

Private lessons are often available during the school day. Students are responsible for missed class work while attending music lessons.

#### PRINCIPALS LIST/HONOR ROLL

- To qualify for Principal's List, each quarter, the student must have an A average in each core subject (93% or above)
- To qualify for Honor Roll, each quarter, the student must have an 87% or above in each core subject

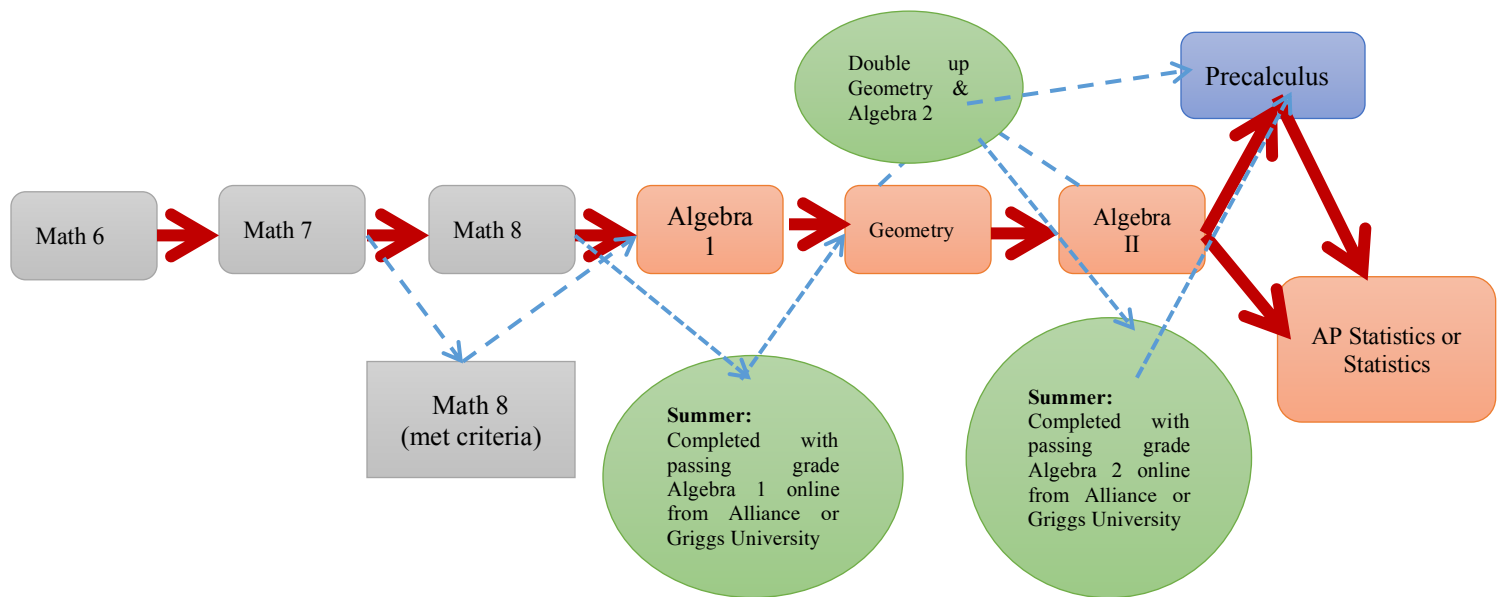
Principal's List and Honor Roll students will be recognized at the end of each quarter. At the conclusion of the school year, certificates will be given to those who have met the criteria every quarter throughout the year.

## ACCELERATION MATH TRACK

In order to advance in math (8<sup>th</sup>-grade year), students must meet the recommendations which come from reviewing their grades, MAP test scores, and the Math Committee recommendations.

### Pathways to Calculus in High School (at CA):

- Compacting in Middle School—Students - Complete standards for grades 6, 7, 8, and Algebra 1 by the end of grade 8.
- Completing accredited online classes from Alliance (CA's program through Imagine Learning) or Griggs University with passing grades during summer, such as Algebra 1 (before entering 9<sup>th</sup> grade).
- Geometry (before entering 10<sup>th</sup> grade) or Algebra 2 (before entering 11<sup>th</sup> grade). Students must have proof of completion (via transcripts) of online courses taken before taking any math class, such as Geometry, Algebra 2, or Pre-calculus.
- CA Accelerated Algebra 1 Summer Program for incoming freshmen.
- Doubling Up in High School—Students take 2 math courses in grade 10 (Geometry & Algebra 2)



## ACADEMIC PROBATION

Any students with a failing grade in any core class at the end of a quarter will be placed on academic probation for the following quarter. The student's ability to participate in off-campus/extra-curricular activities will be evaluated individually during this time.

At the end of the quarter of academic probation, if a student receives a failing grade, he or she may be asked to withdraw. To re-enroll, the student must produce a transcript certifying a minimum of two-quarters of academic success at another accredited school.

The building Leadership team oversees, evaluates, and determines academic policies. This committee will monitor the progress of each student on academic probation.

## **HOMEWORK**

Parents are urged to actively participate in their child's day-to-day work. While homework is not a requirement in all classes, it can be an essential part of a student's instructional program and contribute to the student's success by reinforcing, enriching, and maintaining skills taught in the classroom. Assignments are due at the beginning of the next day's class period for full credit. Students will have two days to make up their work for each day of excused absence. No late homework will be accepted for full credit unless it is due to an excused absence. Noon detention may result for students who do not turn assignments in on time. Exceptions may be made for students with extenuating circumstances.

## **OUTDOOR EDUCATION**

Some of the possibilities are:

- 7<sup>th</sup> and 8<sup>th</sup> grades ropes course
- 6<sup>th</sup> grade Camp Ocoee – overnight team-building field trip
- 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> Field Day at SAU

Activities may be added throughout the year.

## **STUDENT CONDUCT**

### **STUDENT DISCIPLINARY PLAN**

Possible consequences are listed below:

- Meet with Principal
- Parent Conference
- In-School Suspension
- Out of School Suspension
- Behavioral Probation
- Dismissal

These discipline actions serve only as a guideline. Administration reserves the right to adjust consequences they feel fit the infraction and in accordance with law enforcement.

All infractions listed above will be communicated to parents through PowerSchool. Consequences will be administered by the school administration.

Any student displaying behavior concerns may be placed on behavioral probation.

The building Administrative team will meet with the student and parents to form a behavioral plan. This committee will monitor the progress of each student on a behavioral plan. The student's ability to participate in off-campus/extra-curricular activities will be evaluated individually during this time. Students not following the behavioral plan may be asked to withdraw.

## **Cheating**

Submitting someone else's work as your own (plagiarism\*), giving or receiving unauthorized assistance on schoolwork, using unauthorized materials to complete schoolwork.

\*Plagiarism:

- Submission of work copied directly from any source whatsoever that is not properly enclosed in quotation marks and acknowledged by parenthetical documentation and/or in the works cited
- Paraphrasing and/or restating an author's original idea that is not acknowledged by parenthetical documentation and/or in the works cited.

Consequences of cheating could result in a zero grade on the assignment, notification to the parents, and possibly lead to a parent conference.

## **DRUG TESTING PROGRAM**

In accordance with the school's goal to maintain a safe and secure environment, a substance abuse policy has been implemented.

- The manufacture, distribution, possession, and/or use of tobacco, alcohol, illicit drugs, or dangerous drugs are strictly prohibited.
  - a. Illicit drugs include substances such as opium derivatives, hallucinogens (e.g., marijuana, mescaline, peyote, LSD, psilocybin), cocaine, amphetamines, codeine, heroin, morphine, and other drugs prohibited by law.
  - b. Dangerous drugs include drugs that, although legal, are available by prescription only and must be used only in a manner that complies with the physician's orders and school policy.
- It shall also be a violation of this policy for any student to inhale, ingest, apply, use, or possess an abusive glue, aerosol paint, or substance containing a volatile chemical with intent to inhale, ingest, apply or use any of these in a manner contrary to the direction and warnings of the label.

In 8<sup>th</sup> grade, CA implemented a random drug testing program using the hair testing method. Before being accepted at CA, students and their parents or guardian must sign the substance abuse policy form. Students who violate this program will incur disciplinary consequences up to and including expulsion from school.

In the event of a positive test, the following conditions must be met:

1. A conference with the parent and the student where the results are shared.
2. In order to continue at CA, the following conditions are to be met:
  - a. The student must attend at least one substance abuse counseling session – proof of such to be brought back to school. This cost is to be paid by the family, along with any additional counseling sessions. A list of approved counselors is available through the school counselor.
  - b. The student will be randomly retested during the next 12 months using our drug testing agency. The cost of the drug testing will be the responsibility of the parent(s).
  - c. The student will be on probation for the next 24 months and if, at any time, a positive test occurs – immediate dismissal will result.
3. If the family agrees to testing and counseling, there will be no suspension for the student (in an effort to maintain as much privacy as possible).

4. If the family refuses to get the help and testing as required, then the students will be dismissed immediately.
5. If consent to random test is not given, immediate dismissal will result.

### **ATHLETIC TEAM PARTICIPATION GUIDELINES**

CA participates in intramural and interscholastic sports programs to build and model Christian character. All students are welcomed and encouraged to try out for CA interscholastic athletics. Students are expected to display a Christian attitude while participating in these activities. Participants displaying inappropriate behavior during games or practices will be subject to disciplinary action by the athletic director and/or school administration. Major violations, such as bullying behavior, may result in dismissal from the team.

The extra requirements expected of students who participate in CA interscholastic and select team sports are the following:

- Before tryouts, students must have a sports physical. Forms can be picked up at the CA office or downloaded from the school website at [www.collegedaleacademy.com](http://www.collegedaleacademy.com)
- Fees for Interscholastic Athletics
  - a. \$75 for soccer, basketball, tennis, volleyball, and golf
  - b. \$25 for cross country
- Students involved in CA team activities will be expected to maintain a 70% or higher in each core subject. The athletic director will receive a list of students with D's or F's from PowerSchool on Monday mornings and will communicate any consequences to parents and students.
- Students on the D & F list for any core class (Bible, Language Arts, Math, Science, Social Studies) will,
  - a. the first week, receive a warning and be allowed to practice and play.
  - b. the second week, be put on probation, allowing them to practice but not participate in any games or matches.
  - c. beyond the second week, be suspended from the team and not allowed to practice or play games or matches.
- Warning, probation, and suspension may not necessarily follow consecutive weeks. School attendance (a full day) is required to participate in CA Athletics; extenuating circumstances will be dealt with individually. While students are serving school suspensions, they are not allowed to practice or play in CA team athletics.

### **INTRAMURAL SPORTS**

All students are welcome to participate in intramurals which take place during lunch. There are no fees or tryouts for intramurals.

## **8<sup>TH</sup> GRADE INFORMATION**

### **8<sup>th</sup> GRADE CLASS OFFICER ELIGIBILITY REQUIREMENTS**

The eligibility requirements for all class officers are as follows:

- 80% "B" average with nothing below a "C" on mid-term and quarterly reports for the current year.
- In good standing with conduct and attendance.
- Student leaders should model the Golden Rule toward all classmates.
- Teachers and administration reserve the right to make adjustments if necessary.

## **CLASS TRIP – 8<sup>TH</sup> GRADE**

The class trip is limited to three days. Students earn the right to participate through acceptable behavior and academic achievement. Before the class trip, an academic and behavioral review will be conducted on all 8<sup>th</sup> graders. Students who have a fourth-quarter grade and/or a final average below 70% in any single core subject (Bible, English, Math, Science, Social Studies) will not be allowed to participate in the class trip. Deposits for the class trip are nonrefundable.

## **8<sup>th</sup> GRADE GRADUATION REQUIREMENTS**

Students who earn a passing grade in all five core subjects (Bible, English, Math, Science, Social Studies) will receive a diploma. Students finishing the year with any final core subject grade below 60% will receive a certificate of completion. Students are recognized at graduation with a gold cord if they achieve a 93-100% final average in each of the five core classes. Students receive a silver cord if they achieve at least an 83% final average in each of the five core classes. Cords will not be issued to students who earn grades below 70% in any subject, including electives. Students who have attended Collegedale Academy from K through 8 (elementary/middle) will be recognized with a red cord. All students will be eligible to participate in the graduation program provided their behavior record is acceptable.

## **GENERAL INFORMATION**

### **ARRIVAL AND DEPARTURE**

#### **Daily Schedule**

Morning Supervision	Begins Monday – Friday	7:30 am
Classes Begin	Monday – Friday	8:00 am
Dismissal	Monday – Thursday	3:15 pm
	Friday –	2:30 pm

CA Middle has no organized supervision before 7:30 a.m. Student supervision begins and ends 30 minutes before and after the school day: 7:30 am to 3:45 pm Monday-Thursday. Friday's student supervision is from 7:30 am to 3:00 pm. Morning drop-off is 7:30 -8:00 a.m. in the back of the school. Students enter through the gym doors and go directly to their classrooms.

### **WALKERS**

Parents **must** fill out a Walker Permission Form giving their child/children permission to walk only to those locations listed on the form. At dismissal, walkers and/or bikers **must** sign out at the front desk and leave through the front doors.

### **CAR LINE**

When their name is called, students must walk through the gym to the back. Parents should pick students up promptly after school or after school activities.

### **LIBRARY**

The library is a place for students to enrich their classroom studies and develop skills and interests in many different areas.

MackinVia is a new online library resource provided for students. It contains over 400 eBooks that can be checked out online and placed in an online "backpack" while students access them from home or school

(or anywhere there is internet availability). Study and homework assignments will be enhanced by using the online Encyclopedia Britannica where they may copy and paste and save information for assignments. Several other databases are available for the same purpose. Also included are many SDA websites for easy access. This online library is subsidized by the Southern Union Education Department. Students are supplied with a username and password.

**Damaged Books:** A book that is returned damaged may be subject to a fine. If the book is irreparable, the total price will be charged to the student.

**Lost and Missing Books:** Students are responsible for all materials checked out from the library. A missing book will be considered lost if it has not been returned within one month of the due date. If the student claims he/she has returned the missing book, but computer records show it is still in that student's name, a library search will be done. If the book is not found, the student is responsible and will be charged the book's price. This fee may be paid to the library, or it may be charged to the student's account. If the book is returned in good condition within two months of being declared lost, the cost of the book will be refunded.

**Notification:** Students will be given weekly written notification of late books.

**End-of-year charges:** A final due date for books will be sent approximately two weeks before the close of school. Books not returned by the final day of school will be charged to the student's account.

## **LOCKERS**

The lockers owned and maintained by the school are provided as a convenience to students for storage of books and school supplies. Lockers must be locked at all times since CA will not assume responsibility for missing items. Lockers are not to be traded. Students are responsible for all items and the condition of their lockers. The school reserves the right to inspect the contents of lockers and backpacks with or without the student present. CA will not assume the financial burden for personal private property damaged, destroyed, or stolen on campus.

## **LOCKS**

Each student will rent a lock for each locker used. The cost will be \$5.00 per year. If the lock is returned at the end of the year in good shape (to be determined by the principal), the student's statement will be credited \$5.00. If a lock is lost or damaged, the student will be charged an additional \$5.00 to replace it. All students are expected to keep their lockers locked at all times. Magnets are the only acceptable means of securing items in a locker.

## **FOOD AND DRINK**

All food and drink must be consumed in the lunchroom or on the outdoor picnic tables. Closed water bottles are allowed in classrooms containing water only. Open containers of food or liquid are only permitted in the lunchroom and outdoor area. No open containers in lockers.

## **GUM CHEWING**

For reasons of health and cleanliness, gum-chewing will not be allowed in any school building. Those who violate this policy will be fined \$5.00.

**LOST AND FOUND**

Items such as sweaters, jackets, water bottles, and lunch boxes are found around the campus regularly. At the end of each nine weeks, all unclaimed items will be sold or donated. Parents are strongly encouraged to label items with the student's name to expedite the return to their owners.

**FIELD TRIPS**

Phones, radios, iPods, iPads, and video games should not be taken on trips. Such items will be confiscated by the staff and may be kept until the end of the school year. Exceptions may be requested only for overnight trips.

**OVERNIGHT TRIPS**

Due to insurance requirements, all overnight trips require parental permission for each occasion. The permission forms will have the trip dates, chaperones, etc. for each trip. All overnight trips must be submitted to and have CA Board approval before departing.

**BACKPACKS**

Backpacks are to remain in lockers during school hours. Students should choose books needed for 1-2 classes and then return to their lockers to exchange supplies for classes that follow.