

***MOUNTAIN BROOK
JUNIOR HIGH***



***STUDENT HANDBOOK
2016-2017***

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MISSION STATEMENT

As a bridge from childhood toward independence, Mountain Brook Junior High pledges to inspire academic and personal excellence and responsibility, foster growth and self-confidence, appreciate individuality and broaden perspectives, and promote service and honor so that every student finds his/her place.

MOUNTAIN BROOK BOARD OF EDUCATION
P.O. Box 130048
32 Vine Street
Mountain Brook, AL 35213

Board of Education

Mr. Brad Sklar
Mr. Richard Murray IV
Mr. Tommy Luckie

Mrs. Elizabeth Dunn
Mrs. Nicky Barnes

Central Office Staff

Dr. Dicky Barlow Superintendent
Dr. Lisa Beckham Assistant to the Superintendent
Dr. Missy Brooks Director of Instruction
Mrs. Lanie KentAssistant. Director of Instruction
Ms Shannon Mundy.....Coordinator, Sp. Ed.
Dr. Dale Wisely Coordinator, Student Services

Mrs. Pam Stembridge..... Supervisor, Food Services
Dr. Susan ColePersonnel Director
Mrs. Karen Lusk-SmithBusiness Manager
Mr. Tommy PrewittFacilities Director
Mrs. Donna Williamson..... Technology Coordinator
Mrs. Cynthia Loggins.....Technology, Data Specialist

Board of Education Meetings

The Mountain Brook Board of Education meets regularly on the second Monday afternoon of each month at 3:30 p.m. Meeting place rotates among the various schools. In addition to regular meetings, the Board also holds called meetings and special work sessions as needed.

Notice of Non-discrimination

The Mountain Brook School system does not discriminate on the basis of race, color, religion, national origin, sex, disability, sexual orientation, or age in any of its programs and activities, or in matters of employment, and provides equal access to the Boy Scouts and other designated youth groups.

It is against the policy of the Mountain Brook Board of Education to have different rules or regulations on the basis of sex in employment, including recruitment, hiring classification, and other terms, conditions or privileges of employment.

The Board, in accordance with Title IX (20 U.S.C. S1681, et seq.), strictly prohibits discrimination on the basis of sex or gender in its programs or activities, or any matters of employment. The prohibition includes sexual harassment based on sex, sexual assault, as defined by law and Board policy. Sexual harassment and sexual assault complaints should be filed and reviewed under the Board’s sexual harassment policies (G-32, J-49). All other complaints under Title IX will be filed and reviewed according to the Board’s general complaints and grievance procedures (G-34, J-41).

The Superintendent is authorized and directed to designate a Title IX Coordinator, whose duties will include, but not be limited to receiving and responding to Title IX inquiries and complaints.

A copy of the Non-Discrimination Statement shall be available in each administrative office of the school system. Notice of this policy's existence and the Board's intention to comply with the regulations of Title IX shall appear regularly in publications; such as, student handbooks, PTA yearbooks and/or newsletters, student newspapers, Community Education's Schedule of Classes and in the text of applications for employment.

Dr. Dale Wisely—Director of Student Services (Title VI) (wiselyd@mtnbrook.k12.al.us)

Dr. Susan Cole —Personnel Director (Title IX) (coles@mtnbrook.k12.al.us)

Dr. Missy Brooks—Director of Instruction (Title II) (brooksm@mtnbrook.k12.al.us)

Mrs. Shannon Mundy—Special Education Director (Section 504) (mundy@mtnbrook.k12.al.us)

Contact Information: 32 Vine Street, Mountain Brook, AL 35213 205-871-4608

RESIDENCY REQUIREMENT

All children having legal residence within the city limits of Mountain Brook and meeting the legal entrance age requirements shall be eligible to attend Mountain Brook Schools. First-time enrollees shall be required to furnish proof of residence and age. (District Policy J-6, 7 & 8) Proof of residency is required each time a student's family moves within the city of Mountain Brook.

The purpose of Mountain Brook Schools is to provide an effective, challenging and engaging education for every one of our students.

MOUNTAIN BROOK JUNIOR HIGH
205 Overbrook Road
Mountain Brook, AL 35213

MBJH Web Page: <http://www.mtnbrook.k12.al.us/MBJH>

Junior High

Main Office	871-3516
Connie Crutchfield, Gail Magnus and Debbie Nash, Secretaries	
Fax	877-8340
Counselors' Office	877-8346
Cyndi Griffin, Secretary	
Fax	802-4993
Lunchroom.....	877-8345

Board of Education Office

Office	871-4608
Fax	877-8303
Student Services	877-8349
Fax	802-4983

Mountain Brook Schools

Brookwood Forest Elementary	414-3700
Cherokee Bend Elementary.....	871-3595
Community Education	969-0109
Crestline Elementary	871-8126
Mountain Brook Elementary	871-8191
Mountain Brook High School	414-3800

Accident Insurance

Accident insurance is available to all students at registration. For coverage information please contact the school office. Students participating in sports programs must have accident/health insurance. If not, please contact the athletic department office for information regarding coverage.

Backpacks/Athletic Bags

Students may use backpacks to transport books to and from school. Backpacks should be stored in student lockers during the school day. Athletic bags should be stored in athletic lockers or designated areas during the school day.

Books and Supplies

Students should be prepared each day for each class with appropriate materials. Students are responsible for damage or loss of any books issued to them. Fines are collected at the end of the year for the damage or loss beyond normal use.

Carpools

Carpools should obey all traffic signals and requests of the school's traffic directors. Crosswalks are available on Overbrook Road and within the main parking lot and must be used by students. Parents are asked to respect the yards and driveways of neighbors. Please do not park in handicapped areas without a permit. Speed limit is 10 MPH on the school site.

Conflicts Resolutions

The steps for proper conflict resolution:

- Student discusses conflict with teacher
- Student may request assistance from assistant principal or counselor in resolving conflict with teacher
- Parent and student schedule conference with teacher
- Parent schedules meeting with counselor/assistant principal
- Parent, teacher, principal meet
- Superintendent of schools
- School Board

Crisis Management

The Mountain Brook school system has developed crisis plans based on the best training practices available and trains school personnel in these plans. Individual schools have developed their plans in conjunction with advice from the Mountain Brook Police Department, the Fire Department, as well as national experts in the field. Students are drilled in these practices each year. Additionally, should a school suffer damage in any way, plans exist to account for each student, to contact emergency help, to evacuate students if needed, and to contact parents and control traffic. Our schools review these plans on an ongoing basis to ensure that we are prepared to respond in the best possible way to any critical incident we may encounter.

Custodial Services

Mountain Brook Junior High has an excellent custodial staff. However, it is not solely their responsibility to keep the building and grounds clean. It is the responsibility of the students and faculty to keep the campus neat, clean, and in good condition at all times.

Dance Rules

- Dances are for MBJH students only.
- Any students leaving the dance 15 or more minutes prior to the end must receive approval from an administrator and parents must communicate with an administrator prior to or upon the student's early release.
- Any students leaving the dance will not be re-admitted.
- Dances are over promptly at designated times. Please arrange pick-up accordingly.
- Pick-up by adult only.

Digital Devices

Digital Devices and Cell Phones are allowed at MBJH; however, they must be kept in the student's locker throughout the school day (7:30AM – 3:06PM). Students are expected to place the device or phone in their locker immediately upon entering the building. Students are only allowed to use their device or phone with the direct permission of an Administrator and for a single occasion only. Disciplinary action can result if the device or cell phone is either visible or audible, outside of a student's locker, during the school day.

Alabama State Department of Education Policy on the use of digital devices during the administration of a secure test is as follows:

The possession of a digital device (including but not limited to cell phones, MP3 players, cameras, or other communication devices capable of capturing or relaying information) is strictly prohibited during the administration of a secure test. If a student is observed to be in possession of a digital device during the administration of a secure test, the device will be confiscated.

If a student is observed using a digital device during the administration of a secure test, testing for the student will cease, the device will be confiscated and is subject to search, the student will be dismissed from testing, and the student's test will be invalidated.

Early Dismissal - Weather

In the event that any adverse weather conditions develop during the school day, the decision to dismiss or not dismiss school will be determined by the school superintendent. Parents should tune to television or radio stations for announcements of dismissal. In addition the School Messenger system may be activated to inform parents of an early dismissal. In the event that dangerous or potentially dangerous weather conditions are present at the time school is normally dismissed, the school principal may require that all students remain in the school until such conditions are no longer present. If tornado conditions, snow, or other types of severe inclement weather exist, students must be checked out by their parents or guardians only.

Elevator

The elevators in the building are to be used only with an administrator's permission. Students who need to use the elevators should see their grade level counselor.

Library Guidelines

Hours: 7:45 a.m. - 3:30 p.m., Monday - Friday

Circulation:

- All non-reference materials are checked out for a two-week period, and may be renewed.
- Lost books require replacement cost.
- Consideration of fellow students and their work is essential for proper utilization of the library; therefore, a quiet atmosphere is expected.
- Refer to MBJH Website for additional information.

Lockers

Students are given the opportunity to use lockers provided by the Mountain Brook City Schools. These lockers are the property of the Board of Education and are subject to search at any time at the discretion of school officials. Students are responsible for the contents of their lockers and should keep them locked at all times. Each student will be financially responsible for any damage to his/her locker. Graffiti and stickers are prohibited. Students may use only the locker(s) assigned to them and may not swap lockers unless approval is given by an administrator.

Lost and Found

Lost and found is located in the attendance, check in/check out area. Any items remaining at the end of the 9 weeks will be donated to charitable organizations.

Medication Procedures

We encourage parents to arrange their child's medication schedule around the school's hours; however, we understand this is not always possible and there are students who require medications during the school hours. Students taking medications while at school must complete the following:

- "School Medication Prescriber/Parent Authorization" form must be submitted to the nurse for each medication given. Forms are available in the office or may be downloaded from our website, www.mtnbrook.k12.al.us/mbjh at Student Health Services.
 - PRESCRIPTION DRUGS – Forms must be completed AND signed by the physician prescribing the medication. Forms may be faxed to the physician's office for signature.
 - OVER-THE-COUNTER MEDICATIONS – Forms must be completed and signed by the parent ONLY. They do not require a physician's signature.
- Medications must be delivered by the parent, not the student, to the school nurse directly, or brought to the principal's office. No other school personnel may accept medication.
- Medications must be provided in the original pharmacy container with the student's name. Samples and over the counter medications must be in the original container and labeled with the student's name. Please limit amount of medication to a 30-day supply or less. The expiration date for the medication must be up-to-date. No out of date medications will be accepted.
- Students who require emergency medications, such as insulin, inhalers, and epi-pens are permitted to keep these medications with them. However, the authorization form must be completed and we suggest having a "back-up" of the medication in the nursing office.

- Students found in possession of medication without following the proper procedures may be subjected to disciplinary action.

Messages (Student)

With a student body of over a thousand students and an office staff of only two secretaries, it is very difficult to handle telephone messages and packages for students, except in case of **extreme emergency**. Please be sure that your child is aware of all appointments and ride arrangements and has all of his/her books and papers for the day prior to coming to school in the mornings. In case of emergency, leave messages at the checkout table in the hall. Students will be called at the end of the school day.

Personal Property/Valuables

Each student is issued a school locker where personal belongings are to be kept. Locker combinations should be kept private. Many problems occur because students give this information freely to peers. Valuables, including calculators, should be stored in lockers. We recommend that students **DO NOT** bring large sums of money or any valuables to school. If it is valuable leave it at home.

Resource Officer

The Mountain Brook School District has a cooperative and supportive relationship with the community's law enforcement program. The police department's School Resource Officer and Juvenile Officer will serve as their official liaison for local school/district programs in areas such as coordinating security needs for school-related activities, classroom presentations regarding laws and our legal system, school truancy/home visitations, Family Court Services, abuse/neglect investigations, parent/youth law awareness presentations, etc.

School Hours

School begins at 8:00 a.m. each day and dismisses at 3:06 p.m. Students may enter the building anytime after 7:00 a.m. to begin the day. Make-up exams begin at 7:00 am, zero period PE begins at 7:10am. Students should be out of the building by 3:30 p.m. unless in a supervised activity. Students should not be left at school after 3:30 p.m. waiting for a ride as they cannot be properly supervised.

Searches

Mountain Brook Junior High School officials have the legal right to search student lockers, backpacks, cell phones, and athletic bags if a reasonable cause warrants such a search. By entering school grounds, the person in charge of any vehicle consents to search of the vehicle, with or without cause, by school officials or police officers. Search may include passenger compartment, engine compartment, trunk and all containers, locked or unlocked, in or on the vehicle. Drug dogs may be used to conduct these searches.

Student Records

An accurate cumulative record shall be maintained for every child enrolled in the Mountain Brook Schools. No one but authorized school personnel, parents or legal guardians shall have access to the cumulative records of a student without a subpoena, or written permission of the parent of said student.

Student records shall include all official records, files, and data directly related to children, including all materials, which is incorporated into each student's cumulative

record folder. All tests given for placement in the Special Education program and other Special Education data are kept in a separate file and available to parents or legal guardians on request. Parents or legal guardians shall have the right of access within a ten-day period from the date on which such request is received. Access shall include the right of examination, the right to challenge contents, the right of copies of the record, and the right to have the record content interpreted.

A current blue immunization form must be a part of the cumulative file in order for a student to legally remain in school.

Telephone Calls

Telephones for student use are located at the front desk, and if sick, in the nurse's office.

Visitors

Permission to visit the school must be obtained prior to the arrival of the visitor through the office, if possible. If not, permission must be secured from the office upon arrival on campus.

GUIDANCE AND COUNSELING DEPARTMENT

PHILOSOPHY

The Mountain Brook Junior High Guidance and Counseling Program believes in the worth and dignity of each student and values his/her uniqueness. All services are provided in cooperation with teachers, administrators, students, and parents. We view the Guidance and Counseling Program as:

- Providing all students with opportunities to achieve school success
- Being an integral part of the local school's total instructional program
- Developed to serve all students within the school district with age-appropriate activities and services
- Providing sequential activities organized and implemented by certified personnel.

The K-12 Guidance and Counseling Program addresses the learning needs of each student by helping him or her acquire competencies in the areas of:

Academic Development
Career Development
Personal/Social Development

PROGRAMS PROVIDED BY THE GUIDANCE DEPARTMENT INCLUDE:

Classroom Guidance

This facet of the guidance program focuses on presentations on a variety of adolescent issues. These take place in classroom situations with the primary goal being to raise the awareness level of the students and to encourage students to seek additional assistance in areas where they feel they have a need.

Counseling

Counselors are available to meet with students on an individual or small group basis for counseling. The referral process is as follows:

Students wishing to see their grade-level counselor should make an appointment before/after school, between classes or during lunch/study. They should receive permission from the teacher whose class they will be missing before leaving class.

Student Support Team

The SST (Student Support Team) is an interdisciplinary team made up of counselors, administrators, a special education teacher, an academic support teacher, and classroom teachers. Referrals to the team are made by school personnel and/or parents through the appropriate grade level counselor based upon concerns about student behavior and/or academic progress. The team reviews these concerns and makes recommendations to help the student.

MOUNTAIN BROOK JUNIOR HIGH SCHOOL POLICIES

The policies listed in this book are in addition to the policies of the Mountain Brook City Schools as stated in their booklet Mountain Brook City Schools: Code of Student Conduct, Selected Board of Education Policies, Selected State and Federal Laws. This booklet is also available on the Internet at www.mtnbrook.k12.al.us/mbjh.

ATTENDANCE

We believe that regular classroom attendance is an important part of a student's school experience. Students often struggle compensating for classroom absences. Although make-up work will be given, it should never be viewed as a substitute for regular classroom experience.

Students exhibiting chronic attendance problems (absences/tardies/truancy) will be dealt with on a case-by-case basis. The first intervention will be a parent contact to determine the causes of the frequent absences or tardies. At this time parents may be asked to provide medical or parent documentation as to reasons for absences. Based on that information and on how the absences/tardies are impacting learning, completion of work, and/or social development, one or more of the following interventions may occur:

- Student conference
- Parent conference
- Referral to Child Study/Student Support Team for recommendations
- Principal notification to parents
- Referral to Mrs. Lisa McLain, Attendance Officer, for recommendations
- Referral to Early Warning Panel for recommendations
- Referral to Juvenile Office for home visits
- Referral to Family Court to begin legal proceedings for truancy
- Appropriate documentation filed in student permanent record

Absences

All students are expected to attend school every day unless it is absolutely necessary to be absent. Student illness, death in the family, religious holidays, and legal matters are the only excused absences allowed by the laws of the State of Alabama. All other absences are unexcused unless approved by the principal, who has the authority by law to grant approval for absences in certain situations. For absences excused by the principal, prior permission must be received (see Pre-Excused Absences below).

When the student returns to school following an absence, the student has **three days** to bring a signed note from the parent or legal guardian or a parent may send an e-mail the

to mbjhattendance@mtnbrook.k12.al.us , explaining why the student was not at school and the date of the absence. After three days the absence is unexcused. This note should be given to the attendance supervisor. An excused absence gives the student the privilege of making up school work.

Missing more than six days of school per school year is considered excessive absence. If a student misses more than six (6) days for medical reasons per school year, the parent or legal guardian will be required to provide written medical verification for subsequent absences from a licensed physician stating that the absence was a medical necessity. If written medical verification is not received, the absence will be unexcused unless the absence is due to excused reasons other than illness.

Absences (Unexcused)

Absence for reasons other than those defined above shall be considered as unexcused. After the first unexcused absence the parent will be notified concerning attendance. After the third unexcused absence, a phone call will be made to the family concerning attendance and a meeting will be held with a school administrator. After the fifth unexcused absence there will be a conference between school officials and parent(s). When a student's unexcused absences exceed six (6) days, the principal will refer the issue to the district attendance officer, who shall consider filing a complaint/petition with the Family Court.

Appointments

Whenever possible, appointments with the doctor or dentist should be made at a time when the student is out of school. In case of an emergency, appointments should be made at times when the student will miss as little class time as possible. Students are responsible for making up any work missed while away from school.

Attendance Standards and State Driving Policy

The state legislature has passed a law stating that students must not have more than 3 days of unexcused absences during a single semester. The school is required to report all absences to the state.

Students may **not** drive on school grounds unless accompanied by a parent. Students may not park or leave a car on school property.

Checking Out and Leaving Campus

When checking out of school for an appointment, the parent or guardian should come to the check-out desk and request that the student be checked out. The check in/out personnel will call the teacher to request a student be sent to check out. The student should remain in class until called. Students taking a test at the time of check out will need to complete the test before leaving the room. **Allow at least 10 minutes for your child to meet the parent at the check out desk. The student must leave campus with either a parent or guardian, or designee of the parent,** and then only after officially signing out on the check-out/check-in list. If the student returns to school later the same day, the parent or guardian must come into the building and sign the student back in. If possible please try to check out your child during class changes as to not disrupt the classroom.

If a parent desires a child to walk to a nearby appointment, or to leave school with anyone other than his or her parents, **written** permission must be given. (This includes neighbors, older brothers and sisters, other parents, etc.)

When a student becomes ill during school and wants to check out to go home, he must first get a pass from his teacher to go to the school nurse. The nurse will then call the

student's parent or guardian so that they can come and pick up their child. The parent must sign out on the checkout list.

Field Trips

Field trips related to the curriculum are scheduled throughout the year. Students with a history of discipline problems may be denied the privilege of going on a field trip. Students must maintain a "C" average in all academic subjects in order to be eligible to take field trips where numerous classes are missed.

Homework Room

In an effort to help all students achieve at high levels, students who do not complete homework assignments may be assigned to the Homework Room. Here the student may complete the assignment, practice and reinforce the concept, and receive partial credit for the completed work. Students are allowed one missed homework per class before being assigned to the homework room. The Homework Room is open Tuesday-Friday at 7:15am.

Make-up Tests

The following procedures apply to make-up tests:

1. Make-up tests are to be taken before school except in special cases.
2. All students will take make-up tests from 7:00-7:50 a. m. in room 327 Tuesday through Friday. A test 15 minutes long or less may be administered by the teacher at his/her discretion. The teacher administering the test will not furnish supplies such as paper, pencils, etc.
3. The teacher will schedule the make-up test.
4. If a student does not show up on the assigned day with a justifiable excuse, a 10% penalty will be applied. A second make-up day will be scheduled. If a student misses the second day, a zero will be recorded for the grade. If a student misses the second day, a zero will be recorded for the grade.
5. If a student attends a make-up session and his test is not there, the student will have the choice of another make-up day or scheduling a separate make-up time.
6. A student who checks in late on the day of a scheduled make-up exam will fall under the guidelines of rule #4.

Make-up Work

If a student is absent for one or two days, assignments should be obtained either from another student during the absence, by checking the teacher's website and or Canvas sight pages, or upon returning to school, from the teachers. For absences of 3 or more days, the counselors will collect assignments - parents should call 877-8346 before 8:30 a.m. and plan to pick up the assignments after 2:30 p.m. outside the guidance office. It shall be the responsibility of the student to contact the teacher or teachers to arrange for all make-up work. Students who have unexcused absences are **not** entitled to receive credit for make-up work or to receive credit for tests, projects, etc., missed during the absence, but work may be made up at the discretion of school officials.

Pre-Excused Absences (Out of Town Trips)

If parents or guardians are to be out of town for a period of time, written authority is needed designating a person who will assume responsibility for their child during the absence.

If parents find it necessary for students to miss school due to an out-of-town trip (limit 3 days per year), absences must be approved by the administration. If the absence is approved, it will be classified as **excused**, and students will be allowed to make up missed

work. Days in excess of the allowable 3 days per year will result in the absence being coded as unexcused. The required pre-arranged absence form should be obtained from the attendance office, completed and returned **10 school days** prior to the days missed. Example: If a student will be out on a Friday the form must be turned into the Attendance desk on the Friday two weeks before the absence.

Tardies

If a student is not in his scheduled room by the last bell, he is considered tardy. On the fourth tardy, student discipline will begin with detentions.

Withdrawal/Transfer

When a student withdraws from school, the parents should notify the guidance office. The student then gets a withdrawal form from the guidance secretary, which he/she presents to each teacher. The teacher initials it when the student has turned in school owned materials and gives the student a grade for the work completed so far that term. The student must also turn in textbooks to the librarian and check out with the lunchroom manager, the band director and/or coaches if appropriate. Student records will be sent to the new school at the request of the parents and/or new school.

Excerpt from State Attendance Policy **Section 16-28-12**

Person in loco parentis responsible for child's school attendance and behavior; noncompliance; local boards to promulgate written behavior policy, contents, annual distribution, receipt to be documented; school officials required to report noncompliance; failure to report suspected violation; district attorneys vigorously to enforce provisions.

(a) Each parent, guardian, or other person having control or custody of any child required to attend school or receive regular instruction by a private tutor who fails to have the child enrolled in school or who fails to send the child to school, or have him or her instructed by a private tutor during the time the child is required to attend a public school, private school, church school, denominational school, or parochial school, or be instructed by a private tutor, or fails to require the child to regularly attend the school or tutor, or fails to compel the child to properly conduct himself or herself as a pupil in any public school in accordance with the written policy on school behavior adopted by the local board of education pursuant to this section and documented by the appropriate school official which conduct may result in the suspension of the pupil, shall be guilty of a misdemeanor and, upon conviction, shall be fined not more than one hundred dollars (\$100) and may also be sentenced to hard labor for the county for not more than 90 days. The absence of a child without the consent of the principal teacher of the public school he or she attends or should attend, or of the tutor who instructs or should instruct the child, shall be prima facie evidence of the violation of this section.

(b) Each local public board of education shall adopt a written policy for its standards on school behavior. Each local public school superintendent shall provide at the commencement of each academic year a copy of the written policy on school behavior to each parent, guardian, or other person having care or control of a child who is enrolled. Included in the written policy shall be a copy of this section. The signature of the student

and the parent, guardian, or other person having control or custody of the child shall document receipt of the policy.

(c) Any parent, guardian, or other person having control or custody of any child enrolled in public school who fails to require the child to regularly attend the school or tutor, or fails to compel the child to properly conduct himself or herself as a pupil in accordance with the written policy on school behavior adopted by the local board of education and documented by the appropriate school official which conduct may result in the suspension of the pupil, shall be reported by the principal to the superintendent of education of the school system in which the suspected violation occurred. The superintendent of education or his or her designee shall report suspected violations to the district attorney within 10 days. Any principal or superintendent of education or his or her designee intentionally failing to report a suspected violation shall be guilty of a Class C misdemeanor. The district attorney shall vigorously enforce this section to ensure proper conduct and required attendance by any child enrolled in public school. (*School Code 1927, §305; Code 1940, T. 52, §302; Acts 1993, No. 93-672, p. 1213, §1; Acts 1994, 1st Ex. Sess., No. 94-782, p. 70, §1.*)

TECHNOLOGY USAGE POLICY EXCERPT

Students in the Mountain Brook School System must practice the responsible use of all computers as outlined in the district's Technology Resource Agreement. . Copies of the agreement are available in the MBCS: Code of Student Conduct booklet and on the WEB. This policy is also available on the Internet at www.mtnbrook.k12.al.us/mbjh , > Parent Corner. In addition to this agreement, students will follow any rules and regulations established by their local school sites.

Students will NOT:

- Send, display, or download offensive messages or materials
- Use obscene language in messages or documents, etc.
- Harass, insult, or attack others through e-mail messages
- Damage computers, computer systems, or computer networks (this includes changing workstation or printer configurations by adding, modifying, or deleting files, icons, or toolbars)
- Violate copyright laws
- Use other users' passwords or give his/her password to others
- View modify, copy, print, or delete other users' files, folders or work
- Intentionally waste resources such as printer paper, toner, fileserver space, etc.

Students are subject to the loss of computer access or having additional disciplinary action taken as dictated by the local school administrators/designee. Legal actions may also be taken when applicable if any of the rules are violated.

ACADEMIC ISSUES

TEST DAYS

Math and Social Studies tests are given on odd dates of the month (i.e. 1st, 3rd, 5th, etc.) and English and Science tests are given on even dates of the month. This applies to 7-period days only (Monday, Tuesday, and Friday). There are no testing limitations on extended-period days (Wednesday and Thursday). Major tests and projects will be scheduled/due on those days. Work such as book reports or tests requiring any study time should be confined to the subject test days. Pop quizzes or short daily quizzes which are review and do not require study other than usual homework time are permitted on other days.

Students who miss tests on test days are expected to take tests during the make-up test period which is 7 a.m. Tuesday through Friday. Make-up tests are arranged by each individual teacher. The completion of missed tests and assignments is left to the discretion of the teacher. If a make-up test is missed, 10% will automatically be deducted from that test grade.

EXAM SCHEDULE

Semester Exams

First Semester

Tues., Dec. 13	1 st period exam	8:00-10:00
	2 nd period exam	10:10-12:10
Wed., Dec. 14	3 rd period exam	8:00-10:00
	4 th period exam	10:10-12:10
Thurs., Dec. 15	5 th period exam	8:00-10:00
	6 th period exam	10:10-12:10
Fri., Dec. 16	7 th period exam	8:00-10:00
	Make-up exam (Teacher permission only)	

Second Semester

Thurs. May 18	7 th period exam	8:00-10:00
	6 th period exam	10:10-12:10
Fri. May 19	5 th period exam	8:00-10:00
	4 th period exam	10:10-12:10
Mon. May 22	3 rd period exam	8:00-10:00
	2 nd period exam	10:10-12:10
Tues. May 23	1 st period exam	8:00-10:00

State Testing: The state of Alabama requires standardized testing in specified areas. Please make certain your student is present for these important dates. See annual calendar for specific dates.

State Testing Dates

April 17-19, 2017 ASPIRE (7th-8th grade students only)

Grade Reports

Access to a student's grades is available anytime via the internet.

Nine weeks Grade Reports will be available on the Internet on the following Thursdays:

October 13	January 5
March 16	June 1

Grades will be updated and current on the following Thursdays for a midterm progress report:

September 12	November 10
February 6	April 17

The following marks represent student achievement and progress:

90-100 = A 80-89 = B 70-79 = C 65-69 = D Below 65 = F

To access Grades on iNow:

Step 1 – Log in to the MBS Portal

- Click the **MBS Portal and Moodle** link located on the front page of the MBJH website: www.mtnbrook.k12.al.us/mbhs
Login: parentaccess
Password: parentportal16!

Step 2 – Log in to iNow Home Portal

- After logging in to the MBS Portal, select the **STI tab** at the top of the page then click on **iNow Home** from the dropdown menu.
 - Log in using the individual student login and password below.
 - **Once you log in you will be required to change your password.**
 - Create a password with 8 characters (alpha and numeric).
 - Record your new password in a secure location for you and your family.
 - If you forget your password you will need to contact the school technology coordinator to have it reset. (Suzan Brandt, MBJH, brandts@mtnbrook.k12.al.us)
 - When checking multiple students' grades press the F-5 key between students clear
- For questions call Gail Magnus – 802-1635 or e-mail at magnusg@mtnbrook.k12.al.us or Suzan Brandt at brandts@mtnbrook.k12.al.us

Bell Schedule

2016-2017 MBJH Daily Schedule					
Period	Monday*	Tuesday*	Wednesday	Thursday	Friday*
1st	8:00-8:48	8:00-8:48	Extended 1 st 8:00-9:35	Extended 2 nd 8:00-9:35	8:00-8:48
Academic Opportunities	News 8:53-9:18	News 8:53-9:18	Extended 3 rd 9:40-11:15	News AO 9:40-10:10	News 8:53-9:18
2nd	9:23-10:11	9:23-10:11		Spartan Period 10:15-11:15	9:23-10:11
3rd /4th/5th Lunch*	10:11- 1:20*	10:11-1:20*	Extended 5th /Lunch 11:20-1:25 A-11:15-11:45 B-11:45-12:10 C-12:10-12:35 D-12:35-1:00 E-1:00-1:25	Extended 4th /Lunch 11:20-1:25 A-11:15-11:45 B-11:45-12:10 C-12:10-12:35 D-12:35-1:00 E-1:00-1:25	10:11-1:20*
6th	1:25-2:13	1:25-2:13	Extended 7 th 1:30-3:06	Extended 6 th 1:30-3:06	1:25-2:13
7th	2:18-3:06	2:18-3:06			2:18-3:06

* Lunch Schedule for Monday, Tuesday, and Friday

A	Lunch A (7th) 10:11-10:39	3 rd 10:46-11:34	4 th 11:39-12:27	5 th 12:32-1:20
B	3 rd 10:16-10:39 11:10-11:34	Lunch B (7th) 10:39-11:04	4 th 11:39-12:27	5 th 12:32-1:20
C	3 rd 10:16-11:04	Lunch C (8th) 11:04-11:33	4 th 11:39-12:27	5 th 12:32-1:20
D	3 rd 10:16-11:04	4 th 11:09-11:33 12:03-12:27	Lunch D (8th) 11:33-11:58	5 th 12:32-1:20
E	3 rd 10:16-11:04	4 th 11:09-11:58	Lunch E (9th) 11:58-12:27	5 th 12:32-1:20
F	3 rd 10:16-11:04	4 th 11:09-11:58	5 th 12:03-12:51	Lunch F (9th) 12:51-1:20

Parent - Teacher Conferences

Parents may schedule appointments to meet with teachers. Teachers are asked to be available for students before and after school. Please call or email the teacher for an appointment. If you would like an appointment with more than one of your child's teachers, please call the grade level counselor to coordinate the schedule for the conference.

GPA

Advanced Algebra I, Algebra I, and all Foreign Language courses taken in the 8th grade are included in GPA. Advanced and advanced placement courses are weighted more than regular, basic, and special classes. GPA is available at the end of the first semester of ninth grade.

Policy on Academic Honesty

Philosophy

Mountain Brook Junior High School students are expected to do their own work at all times and to work together and share information only when appropriate. This is expected in completing homework, class work, projects, quizzes and tests. All students will be held to this standard.

Definition

Cheating is defined as:

- Giving or receiving aid or information on any test or quiz.
- Misrepresenting someone else's work as your own or taking credit for work not done on homework, class work or project.
- Allowing another student to copy or take credit for work you have done.

Consequence

Academic integrity is an important aspect of MBJH. The consequences for any cheating incident will be determined with the following objectives in mind:

- Ensuring that those involved do not cheat in the future
- Ensuring that under no circumstances will a student profit from cheating

The student who gives aid or information on a test or quiz or allows his or her work to be copied or used is subject to the same discipline as the student receiving aid or information.

All cheating incidents shall be reported to the office and the parents notified. The teacher involved and an administrator will jointly determine the consequences. The following are possible penalties:

- Major point reduction on test, project, assignment, etc.
- Re-taking or re-doing a different form of same test, assignment, project, etc. (with point reduction)
- Other disciplinary actions (detention, Saturday School, suspension, etc.) in conjunction with one of the above
- Admission to National Junior Beta Club may be affected

Child Find Notice for Children with Disabilities

Special education services for children with disabilities are provided in accordance with the Individual with Disabilities Education Improvement Act, Amendments of 2004 and Alabama Act 106. Child Find is an attempt to locate and provide appropriate educational and related services to all children with disabilities between the ages of birth to 21. If you are the parent of a child with disabilities who is not receiving services, or if you would like more information, please contact Shannon Mundy at the Mountain Brook Board of Education, Special Education Department, 414-3836.

STUDENT CONDUCT

MBJH CODE OF CONDUCT PHILOSOPHY

Mountain Brook Junior High exists to provide students with the finest education possible. Accordingly, behavior that fosters rather than deters the learning process shall be encouraged. **EACH STUDENT'S RIGHT TO LEARN WILL BE PROTECTED.** Students abide by the Mountain Brook Code of Conduct which includes some of these prohibited behaviors:

Prohibited Behaviors

Tardiness to school or class
Disruption of class or school activity
Disobedience of a teacher's or adult's reasonable request
Disrespect to teachers or other adults
Inappropriate language or gestures
Harassment or intimidation of another student or adult (verbal or physical)
Skipping class, skipping school or leaving campus without permission
Dangerous horseplay or fighting
Defacing or destruction of school or personal property/vandalism
Lying, stealing, gambling, or cheating
Deliberately setting off fire alarm
Inappropriate use of computers or other forms of technology
Possession or use of tobacco products including e-cigarettes
Possession of dangerous objects, fireworks, weapons (including pocket knives) or firearms
Possession or selling of alcohol or drugs, this includes prescription drugs without proper permission.

Weapons

All weapons, including pocket-knives, are prohibited on Mountain Brook Schools' property. Possession of a weapon is a serious offense and will be dealt with according to the school district Code of Conduct.

Guideline for Dress

No student shall dress in such a way as to distract from the learning process of other students.

- Shorts/skirts must be of appropriate length
- Backless dresses, midriffs and spaghetti-strap shirts are not permitted
- Articles of clothing which have words or designs which are suggestive, obscene or related to drugs or alcohol are prohibited
- Shoes must be worn at all times
- Students are prohibited from wearing or possessing hats/caps or head coverings (such as bandanas). Students must not bring these items to school. This policy does not apply to the wearing of hats or caps to extra-curricular activities.
- Undergarments (not including leggings or tights) may not show at any time.
- Leggings or tights are considered undergarments, but may be visible if worn under dress code appropriate attire. Leggings or tights are not considered to be in dress code if they create an appearance of athletic wear.
- Jewelry may not be worn in pierced body parts. The only exception to this is that girls may wear pierced earrings.

- Athletic shorts are not permitted. This includes gym shorts, soccer shorts, tennis shorts and yoga pants. It also includes shorts made of mesh or nylon.
- Sagging pants are not permitted
- Hair must be of a natural color.

The principal or principal's designee has the final say as to appropriateness of dress.

DISCIPLINARY ACTIONS

Most student misbehavior is of a relatively minor nature, and is handled by the classroom teacher. However, once a student is sent to the office, one or more of the following actions may be taken.

Counseling/reprimand

Detention

School or lunchroom clean-up

Parent conference

Behavior contract

In-school suspension for a certain class

In-school suspension

Saturday School

Suspension

Alternative School

Referral to superintendent or Board of Education

Expulsion by Board of Education

Which of these actions is chosen generally depends upon the nature and severity of the offense, the student's attitude, and the student's past record. **THE ONLY DISCIPLINARY ACTION THAT BECOMES A PART OF A STUDENT'S PERMANENT SCHOOL RECORD IS EXPULSION.**

Disciplinary Forms

Discipline form - When a child is sent to the office, a discipline form is filled out. It explains the offense and the action taken by the principal or assistant principal. The form must be signed by the student, his/her parents and returned to the office.

Disciplinary Actions

Detention meets each Tuesday and Thursday morning from 7:10-7:40 and each Tuesday and Thursday afternoon from 3:15-3:45. Students are expected to be on time and use this time to study.

Clean Up - Students are assigned to clean up the lunchroom (during lunch period) or various areas of the school or school grounds either before or after school hours.

Behavior Contract - Students may be put on a behavior contract for consistently disrupting a class (classes). It outlines what steps will be taken to help the student control his behavior. Behavior contracts are signed by students, parents, and school personnel.

In School Suspension - Students assigned to in-school suspension are kept in a room away from the rest of the student body for a period of time (a class period to several days). They are given their classroom assignments, including tests, and are expected to complete them during in-school suspension. Completed work is returned to the teacher and credit is given. These students may not participate in any extracurricular school-related activities such as sports, clubs, or class trips.

Saturday School - Saturday School is held at the Mountain Brook High School from 8 a.m. to 12 noon. It is supervised by Mountain Brook High School staff members. Students are expected to be on time and take schoolwork for this four-hour period.

Suspension (at home) - For certain serious violations of school rules students are sent home for a period of time (remainder of day to several days). Parents are notified by phone and must come to school and pick up the student. These students may not participate in any extracurricular school-related activities such as sports, clubs, or class trips.

Alternative School - The Alternative School is for students who must be removed from the school setting to learn appropriate behaviors and/or receive individual or small group instruction in order to be successful. Assignment to the Alternative School is generally for at least two weeks and students must earn their way back to the Junior High School. Alternative School assignments might be made for extreme behavior problems, excessive absences, drug or alcohol offenses, or as a transition from home schooling or other education placement. It is housed near MBHS and directed by a certified teacher. A student who is placed in Alternative School will not be allowed on any Mountain Brook school campus after hours.

Expulsion - A student is expelled for only the most serious of offenses. The student's name is removed from the school rolls and he/she is no longer enrolled. A student may request reinstatement by the Board of Education after a period of time.

SUBSTANCE ABUSE

Alcohol/Drugs

The following is a summary of the district's Substance Abuse Policy. The complete policy is available in the MBCS Code of Student Conduct and on the WEB at www.mtnbrook.k12.al.us

Tobacco

All persons are prohibited from using tobacco products on school property. Students are prohibited from possession of tobacco products including matches and/or lighters on school property.

Prohibited Substances

Students in the Mountain Brook City School System are prohibited from possessing, using, selling, transmitting, intending to transmit, or being under the influence of any of the following:

- Drugs (stimulants, depressants, hallucinogens, inhalants, opiates) including, but not limited to, narcotic drugs, amphetamines, barbiturates, marijuana, cocaine, or any contraband or controlled substance or prohibited drug;
- Alcoholic beverages or intoxicants of any kind;
- Prescriptive medicine or drugs with or without medical cause or medical permission;
 - **(NOTE: A student, who takes medication, prescriptive or proprietary, is required to comply with school procedures for monitoring such use.)**

Parental permission to have or use substances prohibited by this policy, including alcohol or prohibited substances, does not exempt a student from this policy.

It shall be the policy of the Mountain Brook City Board of Education that the school principal or authorized official of the school shall automatically suspend any student

possessing, using, transmitting, or intending to transmit, or being under the influence of prohibited substances as described in this policy in the following circumstances:

- On or near school grounds or property;
- On a school bus traveling to or from school or at any school activity, function or event, or on any other school sanctioned and authorized vehicle for transportation;
- At any school function or school sanctioned function wherever held during or after regular school hours.

Violations

- Category I **Self-Identified Substance Abusers** This category shall include students who identify themselves as substance abusers for the purpose of obtaining help. Action taken for such students shall be entirely supportive, therapeutic, and non-punitive. **High-Risk Students** This category shall also include students who are identified as “high-risk” students (i.e., students who exhibit behaviors which are indicative of actual or potential substance abuse).
- Category II This category shall include violations of this policy wherein a student was found to be in possession of or under the influence of a prohibited substance as defined above.
- Category III This category shall include violations of this policy wherein a student has (a) transmitted or intended to transmit a prohibited substance, or (b) committed a second Category II offense.

MOUNTAIN BROOK BOARD OF EDUCATION POLICY ON EXTRACURRICULAR ACTIVITY PARTICIPATION – ACADEMICS FIRST J-28i

This policy is also available on the internet at www.mtnbrook.k12.al.us/mbjh> Parent Link. The Mountain Brook Board of Education recognizes the value of all extracurricular activities as they relate to the total education of students. The Mountain Brook Board of Education also recognizes and supports high academic standards and the necessity of developing a framework to annually assess each student’s involvement in extracurricular activities and his/her progress toward graduating from high school on schedule with his/her class. This Board of Education also recognizes that the Class of 2000 and subsequent classes will be required by State Board of Education resolution and Alabama Administrative Code to earn a minimum of 24 credits in Grades 9-12, with four (4) credits each in science, mathematics, social studies, and English.

The Mountain Brook Board of Education prescribes the following regulations for eligibility by students in this school system to participate in all extracurricular activities:

1. Students entering grades 10-12 must have passed during the last two semesters in attendance and summer school, if applicable, at least six new Carnegie units with a minimum composite numerical average of 70 in those six units. Four core curriculum courses (English, mathematics, science, and social studies) must be included in those units passed and averaged.
2. Physical education may count as only one (1) unit per year.
3. No more than two (2) Carnegie units may be made up during summer school. If a unit(s) or subject(s) is repeated in summer school, the higher numerical grade for the unit(s) or subject(s) may be used to compute the composite grade average.
4. Eligibility may be determined before the start of each new school year or at the beginning of the second semester. A student who is academically eligible at the beginning of the school year remains eligible for the remainder of the school year

so far as grades are concerned. A student who regains eligibility at the beginning of the second semester remains eligible for the remainder of the second semester so far as grades are concerned.

5. A student declared ineligible at the beginning of the school year may regain his/her eligibility at the end of the first semester by meeting the academic requirements listed above during the last two semesters in attendance and summer school, if applicable.
6. Each eligible student involved in athletics must meet the definition of a regular student as defined by the Alabama High School Athletic Association. Bona fide transfers may be dealt with according to the rules of the Alabama High School Athletic Association for sports and rules to be developed by this Board of Education as they pertain to other extracurricular activities.
7. Any student who earns more than four (4) credits in the core curriculum in any given year or who accumulates a total in excess of the required four (4) per year may be exempt from earning four (4) core courses in the succeeding year as long as that student remains on schedule for graduation with his/her class.
8. **To be eligible, all student-athletes (including repeaters and hold-backs) must be enrolled in a specific number of new units at the school they represent.**
 - a. **9th, 10th, and 11th graders must be carrying at least six new units**
 - b. **12th grade students who are on track for graduation with more than the required number of units earned must be carrying at least four new units for the school year.**
 - c. **7th and 8th graders must be carrying at least five new subjects.**

Students entering the 8th and 9th grades must have passed during the last two semesters in attendance and summer school, if applicable, at least five new subjects with a minimum composite numerical average of 70 in those five subjects.

Students entering the 7th grade for the first time are eligible.

Extracurricular activities associated with athletics are defined as those recognized and sanctioned by the Alabama High School Athletic Association, and other extracurricular activities are defined as those that are sanctioned by a public school which are not related to a student's academic requirements or success in a course(s). Regular curricular activities are defined as those that are required for satisfactory course completion. School sponsors are required to submit a request for each curricular activity that occurs outside the regular school day and /or school to the principal, superintendent, and the local Board of Education for approval. Each request for full participation by all students, regardless of academic standing, in a curricular activity, shall be granted if the principal, superintendent, and the local Board of Education approve participation in the activity as an extension of a course(s) requirements(s) and if it is an event sanctioned by a state/national subject matter association. Notwithstanding anything to the contrary in this policy, student participation in extracurricular activities offered by the school through math, science, band, choral music, and other courses at events such as athletic events (pre-game, game, halftime, or other breaks), club convention, parades, amusement park trips and competition. Trips by tour companies, performances at various meetings, etc., are extracurricular, and students academically ineligible under this policy shall not be allowed to participate.

DRUG TESTING OF ACTIVITY STUDENTS

In an effort to protect students electing to participate in extra-curricular activities from controlled substance and illegal drug use and abuse, and to promote the health and safety of its students, the Mountain brook Board of Education has adopted a policy for drug

testing of Activity Students. This policy is available in the Mountain Brook City Schools: Code of Student Conduct, Selected Board of Education Policies, and Selected State and Federal Laws booklet that was received at registration. This booklet is also available on the Internet at www.mtnbrook.k12.al.us/mbjh , click on Student Corner > Code of Conduct.

STUDENT ORGANIZATIONS/ACTIVITIES

The following is a list of some activities offered at the Junior High. Activities are continually changing to meet student demand and wishes. We typically have many new clubs each year.

Band

Beginning, Concert, Jazz, and Marching band are available to students based on his or her ability. Activities may include concerts, competitive music festivals, pep rallies and athletic events. See band director for more information.

National Junior Beta Club

The National Beta Club is for 8th and 9th grade students who have completed at least one semester at MBJH and have achieved a certain level of academic success and a certain level of character.

Choir

Open to 7th, 8th, and 9th grade students, choir is a performing group for students who love to sing.

Choir (Honors)

This course is open to 8th and 9th grade students who love to sing by audition only.

Drama Club

Open to all students who love to act and produce plays. The groups will also enter drama competitions.

JUNA

Open to seventh grade students, JUNA participants use research to write proposals and defend positions of a specified country at the Alabama Junior United Nations Assembly.

LEAD MBJH

LEAD MBJH is an annual retreat for approximately ninety eighth and ninth graders sponsored by the Spartan Club. It is held on the Gulf Coast and is directed by a national consultant, Spartan Club Council members, and sponsors. The focus of the conference is on positive self-images, drug and alcohol awareness, and decision-making processes.

Students who attend the conference must be in attendance from Thursday at 7:00 am until Saturday at 10:00 am.

Peer Helpers

Peer Helpers are eighth and ninth grade students, who are trained in peer relationships, act as tutors, are guides for new students and function as ambassadors for the school. They are chosen in the spring through an evaluation process, which includes an application with input from administrators, teachers and counselors.

Pinnacle Staff

Chosen in the spring, the Pinnacle Staff produces the school yearbook. Students plan the yearbook, design pages, write and edit copy and sell advertisements. Selection is by application and teacher recommendation and is limited to 8th and 9th grade students.

Scholars' Bowl

Scholars' Bowl is made up of seventh and eighth grade students. Tryouts are held in the fall. The Scholars' Bowl team competes academically in the fall and early winter against other middle schools and junior high schools in the area.

Spartan Council

The Spartan Council is made up of eighth and ninth grade students who exhibit outstanding leadership qualities, school spirit, a positive life style and a willingness to give time and effort to promote Spartan Council/school activities. These students apply for membership in the spring and are chosen by the Spartan Council sponsors based on input from the faculty and staff.

Membership, however, is more than an honor. It carries more than certain privileges. It incurs a responsibility and an obligation to demonstrate those outstanding qualities that resulted in membership.

SOS (Students Organized for Service)

This is an outreach organization available to **all** students with a willingness to volunteer in their community. Certificates of merit will be presented on Honors Day to students who obtain the specified number of hours. Hours are due May 1, 2012.

7th grade—12 hours: 8th grade—15 hours: 9th grade—20 hours

SOS Council

The SOS Council is made up of 8th and 9th grade students and provides leadership to the SOS program. Members should set positive examples of community outreach to other MBJH students. Members are chosen by the faculty and may apply for membership in the spring.

WEB Leaders

WEB Leaders are 9th grade students who have a desire to help incoming 7th graders connect with other students. WEB Leaders also help with various school functions throughout the school year. They are chosen in the spring through an application process that includes an essay and teacher input.

LUNCHROOM INFORMATION

Spartan Diner

The Spartan Diner operates daily during the school year for the convenience of our students and faculty. Students are asked to go quietly and quickly to the lunchroom without distracting other students who may be in classes. Students are asked to make lunch pleasant for all by waiting their turn in line, using the authorized line, and leaving tables free of food and spills. Trays are to be taken to the proper area after lunch, and paper, along with other trash, should be deposited in cans provided.

No food should be taken from the cafeteria. Students may not leave the lunchroom without permission. **Deliveries from outside food establishments are strongly discouraged.**

Lunchroom Accounts

The Spartan Diner uses a computerized accounting system. Each student is asked to deposit money in his/her account; this may be done by mailing a check directly to the MBJH Lunchroom or giving it to the lunchroom manager.

Important Information on Meningococcal Disease and Vaccine

What is meningococcal disease?

Meningococcal disease is a serious illness, caused by bacteria. It is the leading cause of bacterial meningitis in children 2-18 years old in the United States.

How do you catch the disease?

The bacterial that cause meningococcal disease are very common. The disease is most common in children and people with certain medical conditions that affect their immune system. College freshman living in dormitories also have increased risk of getting the disease. The disease is spread through exchange of respiratory droplets or saliva with an infected person including kissing, coughing, sneezing, and sharing drinking glasses and eating utensils. In a few people, the bacterial overcome the body's immune system and pass through the lining of the nose and throat into the blood stream where they cause meningitis. Meningitis is a term that describes inflammation of the tissues surrounding the brain and spinal cord.

What are the symptoms of the disease?

- Fever
- Headache
- Stiff neck
- Red rash
- Drowsiness
- Nausea and vomiting

Meningococcal vaccine: Who should get the vaccine and when?

MCV4, or the meningococcal vaccine, is recommended for all children 11-12 years of age and for unvaccinated adolescents at high school entry (15 years of age). High school seniors should also consider obtaining the vaccine prior to entering college, especially if they are planning on living in a dormitory. Please consult your physician or local health department for more information.

For more information go to: www.adph.org/immunization

Child Find Notice for Children with Disabilities

Special education services for children with disabilities are provided in accordance with the Individual with Disabilities Education Improvement Act, Amendments of 2004 and Alabama Act 106. Child Find is an attempt to locate and provide appropriate educational and related services to all children with disabilities between the ages of birth to 21. If you are the parent of a child with disabilities who is not receiving services, or if you would like more information, please contact Shannon Mundy at the Mountain Brook Board of Education, Special Education Department, 414-3836.

Please contribute to the Mountain Brook City Schools Foundation

Pledge cards available on the school website *Foundation* link

MBCSF

POST OFFICE BOX 530834 MOUNTAIN BROOK, AL 35253

414-0042 mbscfoundation@bellsouth.net