

2026/2027

STUDENT HANDBOOK



WASHINGTON
UNIFIED
SCHOOL
DISTRICT
WEST SACRAMENTO

SOUTHPORT MIDDLE SCHOOL
2747 LINDEN RD, WEST SACRAMENTO, CA 95691
916-375-7890
[HTTPS://SOUTHPORT.WUSD.K12.CA.US](https://southport.wusd.k12.ca.us)
PRINCIPAL: JESSICA RODGERS



LAST UPDATED JULY 2026

BELL SCHEDULE

REGULAR DAY

<u>6th-8th Grade 8:00-2:30</u>	
Advisory	8:00 - 8:20
1st Period	8:23 - 9:14
2nd Period	9:17 - 10:08
Extended Passing	10:08 - 10:18
3rd Period	10:18 - 11:09
4th Period	11:12 - 12:05
Lunch	12:05 - 12:45
5th Period	12:45 - 1:36
6th Period	1:39 - 2:30

MINIMUM DAY

<u>6th-8th Grade 8:00-1:10</u>	
1st Period	8:00- 8:43
2nd Period	8:46 - 9:29
3rd Period	9:32 - 10:15
Extended Passing	10:15 - 10:25
4th Period	10:25 - 11:08
5th Period	11:11 - 11:54
Lunch	11:54 - 12:29
6th Period	12:29 - 1:10

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OFFICE DIRECTORY

Southport Middle School
2747 Linden Road
West Sacramento, CA 95691

Office hours:	7:30am - 3:30pm
Attendance:	(916) 375-7890
General Information:	(916) 375-7890

Principal

Jessica Rodgers x3803

Assistant Principal

Gina Flint x3802

School Social Worker

Dannah Nielsen x3807

Outreach Specialist

Kiritika Raj x3805

District Middle School

Athletic Director

Gary Workman

gworkman@wusd.k12.ca.us

School Secretaries

Briana Brambila x3800

Judy Sutton x3801

Librarian

Tiffany Siouris x3816

ATTENDANCE

Students are expected to be in class and on time unless there is an excused absence. Excused absences include those covered by the state Education Code and those adopted by the school board and site administration.

ABSENCES

According to state law, absences may be excused due to:

- Illness
- Medical or dental appointment
- Funeral services of an immediate family member
- Court appearance
- Religious holiday or retreat

In addition to those reasons specified by state law, Southport Middle School recognizes absences may be excused due to **school-sponsored** activities, including:

- Academic/arts performances, exhibitions, and competitions,
- Approved field trips

A student with an **excused absence** is expected and shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be allowed to earn full credit. The teacher shall determine the tests and assignments reasonably equivalent to, but not necessarily identical to, the tests and assignments that the student missed during the absence (Education Code 48205).

CLEARING ABSENCES

Absences should be cleared in a timely manner. Students have THREE (3) DAYS to clear absences prior to their being considered “unexcused.”

Cleared absences will be coded by attendance clerks with the specific excuse notation: e.g., funeral, illness, medical, activity, etc.

CA Education Code provides guidance of what constitutes an excused absence. [It can be found here.](#)

In the event of an absence, the parent or guardian should phone the school BEFORE the student returns. Students or parent/guardian must present a note to gain readmission even if a phone call has been made. **A**

doctor’s/dentist’s note must be submitted to the Office to verify medical and dental appointments. A note from a parent saying a student has been at a medical appointment is not sufficient to have the absence coded as a medical appointment.

UNEXCUSED ABSENCES

All absences that do not fall under one of the specified categories listed above shall be recorded as unexcused. Specific examples of absences or lateness that shall be recorded as unexcused include, but are not limited to:

- Cutting class
- Oversleeping
- Missing the bus
- Vacations or extended holidays
- College visits
- Sports or other activities that are not sponsored by the school
- Traffic

Teachers are under no obligation to provide tests or assignments or provide makeup work for students whose absences are unexcused. The teacher has sole discretion in the decision to award full, partial, or no credit for missed assignments during unexcused absences.

SHORT-TERM INDEPENDENT STUDIES

If you know 2 weeks in advance that your child will miss 1 to 15 consecutive days of school, they are eligible to request an Independent Study packet. Please notify the main office to request this packet. Your child's teachers will put together work so they do not miss valuable information. For urgent or emergency requests, please notify Administration.

All Independent Study work must be turned in upon returning, or the absences will be marked as unexcused.

EARLY DISMISSAL

Students who become ill during the day must report to the Nurse's Office, and the office staff will place a phone call to parents at that time. If it is determined that the student should go home, office staff will make the necessary arrangements.

Parents/Guardians who need to pick up their child early must come into the office and provide staff with appropriate identification to sign out their student. Only people listed on the student's contact page may pick up a student for early dismissal.

Students not following check-out procedures will be charged with truancy. No student may leave campus at any time of the school day without first checking out at the attendance office and obtaining permit to leave.

There will be NO early dismissal 15 minutes before the end of the school day.

TARDY POLICY

Students are expected to be in class by the time the bell rings. Arriving late to class is disruptive to the educational environment and impacts all students' ability to learn, not just the student who is late.

Frequent tardies could impact a student's academic achievement and result in a loss of privileges.

For all tardies, the auto-dialer will place a call home, informing parents of the tardy.

Students with excessive tardies (10 or more per quarter) will be placed on the No-Go list and will not be able to participate in monthly middle school incentives or other extra curricular activities. Athletes on the No-Go List will be benched for games (they may still practice with the team).

Excessive tardies could also result in the beginnings of the truancy process. We encourage families to monitor their student's attendance on the Parent Portal of Aeries and speak with your students about the importance of being on time.

8th graders on the No-Go list may lose privileges like the 8th grade dance, Sunsplash Field Trip, Rec Center Pool Trip, Field Day, and 8th grade breakfast.

INTRA & INTER DISTRICT AGREEMENTS

Intra & Inter-District Agreements to attend Southport School are subject to review by the Administration according to the following criteria:

1. Grades must be appropriate and acceptable, (2.0 or higher).
2. Attendance must be appropriate and acceptable, (95% or higher).
3. Behavior must be appropriate and acceptable, no suspensions or excessive referrals.

If any of the above conditions are violated, the school Administration may revoke the Agreement at any time. If revoked, the student will be referred back to his/her home school of origin. District Policy #5117 (48300-48315)

TRANSFERRING TO ANOTHER SCHOOL

If you have moved out of the West Sacramento area you will need to check out of school. Your parents will need to notify the Office either in person or in writing prior to moving out of the district. All books and school materials must be returned.

HONOR ROLL

A student who achieves a grade point average (GPA) of 3.00-3.49 at the end of any semester will be named to the Honor Roll. Students who earn a GPA of 3.50 - 3.9 or above will be named to the High Honor Roll. Students earning a GPA of 4.0 will be named to the Principal's List. Middle School students who earn honor roll during their entire tenure at Southport Middle will be eligible to wear a cord during the 8th Grade Promotion Ceremony.

ELECTIVES

LEADERSHIP

In the Leadership elective, students will have opportunities to help make a positive impact on the school community. Students develop leadership, communication, teamwork, and problem-solving skills while planning school events, leading service projects, and promoting a positive school culture. Students learn how to organize activities and contribute to a welcoming school environment.

AVID

Advancement Via Individual Determination (AVID) is an in-school academic program to help students learn to learn. The AVID Elective class prepares students for college/career eligibility and success. This class will expect students to push themselves to learn, grow, and try hard things. To participate in the AVID Elective class, students apply and interview to join. If accepted, they are committing to be in AVID for 6th-8th grades.

JOURNALISM

Students in the Journalism elective are responsible for producing Southport's video announcements each week. As part of this process, students learn and practice skills such as script writing, video editing, public speaking, and collaboration. In addition, students research and give presentations on current events throughout the year.

ELECTIVE WHEEL

Student not taking one of the year-long electives above are placed in the elective wheel. They will take a new elective class each quarter. Elective wheel offerings may change yearly depending on the teachers and have included classes such as: Personal finance & financial literacy, Sports Elective, eSports & coding, and Speech & Debate.

OTHER ELECTIVES

Electives offered on days opposite a student's PE class include band, Study Skills, ELD, Math Lab, English Lab, and VAPA.

Band is open to all students and they can be placed in beginning band, intermediate band, or advanced band – depending on how long they have been in band or their skill level.

Study Skills is a study and support class for students whose IEP requires it as a part of their schedule.

ELD is a required class for any student who is classified as an English Language Learner.

Math Lab and English Lab are support classes for students who may need additional support in these subject areas. Test scores, grades, and teacher recommendations are considered when determining placement.

VAPA (visual and performing arts) may adjust depending on the instructor. Previous VAPA classes have included drama and choir.

Schedule changes will ONLY be made for the following reasons:

- I am missing a class I need (example: I do not have an English or Math class in my schedule).
- I have a duplicate period in the same term (example: I have two 2nd period classes).
- I am in the wrong level of a class (ex: I am scheduled for 6th grade math, but I am a 7th grader).
- I am missing a period from my schedule.

Absolutely **NO** schedule changes will be made for:

- Teacher changes
- Rearranging periods
- Electives requests
- Wanting to be with friends

TECHNOLOGY

CHROMEBOOK EXPECTATIONS

- Students will be able to access Chromebooks in each classroom as needed.
- Students who need to bring a Chromebook home for homework or a school project can check one out from their Advisory teacher.
- Handle with care: Do not walk around while CB is open, double check when closing, store safely, and keep device clean
- Students are responsible for the Chromebook they are using. Immediately contact your teacher or administrator if it is lost, damaged, or stolen.
- Headphones can be checked out if needed. Students may use personal headphones.

LOST/STOLEN CHROMEBOOK PROCEDURES

If Stolen:

- 1.) Inform Librarian of Stolen chromebook
- 2.) Parents complete [Police Report online](#) through West Sac PD and return to Librarian
- 3.) Parents complete the [Insurance form](#) and submit to Librarian
- 4.) Once the previous steps are completed the student may be issued a new chromebook.

If Lost:

- 1.) Inform Librarian of Lost chromebook
- 2.) Lost Chromebook will be disabled.
- 3.) Student will be issued a new Chromebook

ELECTRONICS POLICY

Electronic devices including, but not limited to, cell phones, portable speakers, video games, iPods, MP-3 players are not to be used on campus **AT ANY TIME**. The school assumes no responsibility for the loss or theft of electronic devices and will only help in the investigation of such loss or theft if time permits.

Please take particular note of the following:

- Electronic devices and/or accessories may not be used during class time unless the use is pre-approved by the teacher. Unapproved use of an electronic device during class time will result in the confiscation of that item and disciplinary action.
- Southport expects that electronic devices will be in “Do Not Disturb” mode (or off) and stored in a backpack or out of sight during the school day.
- Headphones/earbuds should be removed during class time.
- Electronic devices may not be “played” so that other student can hear them by use of speakerphone, speakers or other amplifying devices.

CONSEQUENCES FOR NON-COMPLIANCE

Students who violate the electronics policy will be disciplined as follows:

- First Offense: Item confiscated until the end of the class period. Referral documented and guardian notified.
- Second Offense: Item confiscated until the end of the school day. Referral documented and guardian notified that future offenses will require guardian pick-up.
- Further Offenses: Item confiscated until the end of the school day. Guardian pick-up required. Referral documented and guardian notified.
- Offenses for ongoing defiance will be address per Ed code.

FAILURE TO SURRENDER DEVICE

Students who refuse to surrender a device to school personnel will be assigned consequences commensurate with a “further offenses” as detailed above. Any student who fails to surrender the device, regardless of number of offenses, may face suspension.

LIBRARY

LIBRARY RULES

The library is open from 7:45AM. until 3:00PM. Library books are checked out for a time period of two (2) weeks. Students must show their I.D. card in order to check out library books or textbooks. Students with overdue books, textbook fines, or other bills will not be allowed to check out additional books until bills are paid.

Eating in the library is not permitted. Students who are eating will be asked to leave for the remainder of the period. Reasonable quiet is expected at all times. Students should have a pass from their teachers when using the library at times other than lunch.

TEXTBOOKS

Students are responsible for returning their textbooks. If you check out of school, textbooks must be returned to the library, not the classroom teacher. Students will be held responsible for the condition of all library books and textbooks upon return. Students should check the condition of all books upon check out and report any damage immediately.

MONEY/BOOKS DUE

Students who owe money or books **will not** receive library books, transcripts, be able to attend dances, promotion activities, and/or yearbooks until the obligations are cleared. The library does not handle money transactions.

All debts must be paid to the Main Office.

I LIKE
BIG
BOOKS
AND I
CANNOT
LIE



CAMPUS INFORMATION

BUSSING

Riding the bus to and from school is a **privilege** that must not be abused. Students riding the bus are under the school jurisdiction from the time they leave home until they returned home in the afternoon. Students must comply with the following bus rules:

- ✓ In order to board the bus, students must be able to provide a valid ID.
- ✓ Students must obey bus driver at all times and remain seated.
- ✓ Students must not shout, gesture, or act in any manner that may distract the bus driver and jeopardize the safety of others.
- ✓ All school rules apply on the bus and at the bus stops.

VISITORS

Southport does not allow students to bring visitors on campus. Visitors with legitimate business are required to report to the Main Office to sign in and get a visitor's pass before entering the campus. Visitor's passes must be noticeable and worn at all times while on campus.

HALL PASSES

All students leaving a classroom during class time must have a valid hall pass. Students will need to create a pass using PASS, an electronic hall pass system they can access in the student portal. Teachers approve the passes online. Students who misuse the pass system may have their passes restricted.

LUNCHTIME

Students must remain in the main part of the campus during lunchtime.

Students are not permitted to leave campus for lunch. Students must enter their ID number to receive school breakfast/snack/lunch.

Students receive two (2) meals a day at no cost; 3 are provided each day, so student must choose which 2 they receive. Meals are breakfast, nutrition (served between 1st & 2nd periods), and lunch.

LUNCH WITH LOVED ONES

Lunch with Loved Ones is an event that happens four times a year in Middle School only. Families can come onto campus during lunch time and have lunch with their student(s). Families are welcome to bring food with them. All visitors must sign in and wear a visitor's badge while they are on campus. The gates close to visitors 20 minutes after lunch begins and visitors must leave once the lunch period is over.

FOOD DELIVERY

Students may not Door Dash/Uber Eats or otherwise receive food delivery services. Parents or Guardians may not have food delivery services bring food to campus for their student. Parents or Guardians may bring their student their lunch. Please note that if a parent or guardian brings their child fast food on a day that is not a Lunch with Loved Ones day, the student will need to eat their lunch in the office.

The office will not call down students in the middle of class to pick up food items. Students will be called to the office during breaks (nutrition break or lunch time) to pick up food items.

STUDENT ID CARDS

An ID card will be issued to each student after they take their school picture. A replacement card can be obtained through the Main Office for \$5.00. The ID card is required for checking out library books, entrance into sporting events at the high school, and some other school activities. Students without ID cards may be required to replace them.

CHANGE OF ADDRESS

If at any time during the school year you change your mailing address or phone number, please update this information in Aeries or report this information to the Main Office.

PERSONAL MESSAGES/DELIVERIES

Personal messages (e.g., “grandma will be late to pick you up”) will be delivered to students during non-instructional time (nutrition break or lunch) when possible.

Gifts will **NOT** be accepted and/or delivered to students. **WE DO NOT ACCEPT** meal delivery services, flowers, or balloons for delivery to students; any such deliveries will be denied by school site staff.

Cupcakes or other food birthday celebration items dropped off by family members will be accepted, and students will be able to pick up such items from the office during non-instructional time (nutrition break, lunch, or in between classes). Any food items that will be distributed to other students must be store bought, homemade food and treats cannot be distributed due to food safety rules and allergy concerns.

Forgotten items (lunch, shoes, band equipment, projects, etc.) will be accepted, and students will be called to the front office to pick up items in between classes or during non-instructional time.

BIKES, SKATEBOARDS, ETC.

Bicycles, skateboards, roller blades, “roller shoes,” or any item that may cause a nuisance are not to be ridden on campus at any time. Students who use this form of transportation to and from school must store those items during the entire school day. Bicycles and skateboards must be stored in the provided storage areas. ***Southport accepts no responsibility for lost or stolen skateboards/bicycles that are stored anywhere on campus.***

EBIKES and ESCOOTERS

E-scooters are not allowed on campus at any time, and only Class-1 e-bikes are allowed on campus. Please see [WUSD Regulation 5142.2 - Safe Routes to School](#) for more information.

PARENT RESPONSIBILITY FOR DAMAGE

Any school district whose real or personal property has been willfully cut, defaced or otherwise injured, or whose property is loaned to a pupil and willfully not returned upon demand of an employee authorized to make the demand may, after affording the pupil his or her due process rights, withhold the grades, diploma and transcripts of the pupil responsible for the damage until the pupil or the pupil's parent or guardian has paid for the damage thereto, as provided in subdivision (a). E.C. 48904.

EMERGENCY PROCEDURES

All students and staff practice emergency procedures monthly related to lockdown, fire, earthquake, and shelter-in-place. In the event of an actual emergency, the first priority will be to ensure the safety of our students and staff. When safe, an emergency announcement will be sent via text message, phone, and email to inform all parents and guardians of the type of emergency and the status of the situation. The school will continue to update parents and guardians of the situation as information is available.

Parents will receive an email/text/phone call in regards to where and when students may be picked up. It is important that parents and guardians **DO NOT** come to the school until an “all clear” message has been received and parent pick-up procedures have been established. Parents should keep all contact information current in the Aeries system to ensure timely information of emergency updates.



STUDENT RESOURCES

Below are resources that are designed to help students develop a solid academic foundation and employability skills demanded in today's workplace. They also help them to make informed decisions on the post high school education and training they will need to reach their career goals. Through them, the staff attempts to guarantee that graduates are prepared for the world of work, a community college or technical school, and/or a four-year college program.

- Advisory Class
- Lunch-time help with teachers (students should check with teachers to schedule)
- AVID Elective (students interested in AVID should talk with AVID teachers to learn how to apply)
- Mentorship (students should see our School Social Worker to learn how to apply to be a Mentor/Big Buddy)
- Social Groups - the School Social Worker runs varying social groups throughout the year
- Clubs - clubs are generally student-led. Students who want to start a club need to find a teacher who is willing to be a club advisor and then come to the Main Office to fill out a Club Request Form.
- Mental Health Resource (please see the next section)

MENTAL HEALTH RESOURCES

Middle School can be a stressful time for all students, and we want all students and parents to know how to reach out for help should a situation occur that causes panic, anxiety, fear, or sadness. The following services are offered at the school site:

- **Social Worker:** Our school social worker is available to speak with students during the school day. Students can make a pass or check in during non-instructional time. If there is an urgent need, students can come to the office and a secretary can help connect students with the social worker.
- **Outreach Specialist:** Our youth outreach specialist is also available during the school day for students to talk to. Students can make a pass or check in during non-instructional time.
- **School Psychologist:** Our school psychologist primarily works with students on a specific case load but is available for students who are in acute crisis. Students who are in crisis can come to the office for support, and office staff will ensure students are connected with the appropriate staff.
- **Outside Resources:** Southport works with Victor Services and other Yolo County outreach services to help students in need. **If you need support in getting connected with mental health resources, please reach out to Ms Dannah Nielsen at dnielsen@wusd.k12.ca.us and she can help connect you with resources and services.**

MEDICATIONS AT SCHOOL

In compliance with Education Code Section 49423, no medications will be accepted or administered at school without meeting the following requirements:

1. Physician and parent request forms filled out completely, including both physician and parent signatures. No medication will be administered without detailed physician instructions.
2. Medication taken to school must be furnished in its pharmacy labeled bottled or in an original pharmacy labeled injectable medication kit. Non-prescription medication such as aspirin will not be administered at school even at a parent's request. Parents have the right to bring a medication to school and administer it if this is necessary. Students are not to keep medication on their person or in backpacks. All medications must be turned in to the Health Office where a designated school employee will administer prescribed medication during school hours only upon written request of both the physician and the parent/guardian of the student.

STUDENT RIGHTS TITLE IX

STUDENT RIGHTS UNDER TITLE IX

Federal Title IX of the Education Amendments of 1972 ("Title IX"), implemented at 34 C.F.R. § 106.31, subd. (a), provides that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by a recipient which receives federal financial assistance. Relevant here, Title IX requires school districts to take immediate and appropriate action to investigate when it knows or reasonably should know of a possible Title IX violation.

- (a) You have the right to fair and equitable treatment and you shall not be discriminated against based on your sex.
- (b) You have the right to be provided with an equitable opportunity to participate in all academic extracurricular activities, including athletics.
- (c) You have the right to inquire of the athletic director of your school as to the athletic opportunities offered by the school.
- (d) You have the right to apply for athletic scholarships.
- (e) You have the right to receive equitable treatment and benefits in the provision of all of the following: 1) Equipment and supplies. 2) Scheduling of games and practices. 3) Transportation and daily allowances. 4) Access to tutoring. 5) Coaching. 6) Locker rooms. 7) Practice and competitive facilities.
- 8) Medical and training facilities and services. 9) Publicity.
- (f) You have the right to have access to a gender equity coordinator to answer questions regarding gender equity laws.
- (g) You have the right to contact the State Department of Education and the California Interscholastic Federation to access information on gender equity laws.
- (h) You have the right to file a confidential discrimination complaint with the United States Office of Civil Rights or the State Department of Education if you believe you have been discriminated against or if you believe you have received unequal treatment on the basis of your sex.
- (i) You have the right to pursue civil remedies if you have been discriminated against.
- (j) You have the right to be protected against retaliation if you file a discrimination complaint.

STUDENT RIGHTS TITLE IX - CONT'D

TITLE IX COORDINATORS

In the event of a complaint regarding gender equity or sexual harassment, or discrimination, including harassment, intimidation and bullying because of actual or perceived disability, sex, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics, contact one of the following Title IX and Nondiscrimination Coordinators:

For complaints against employees:

Assistant Superintendent, Human Resources
(916) 375-7604 ext. 1046; CLopez@wusd.k12.ca.us
930 Westacre Road, West Sacramento, CA 95691

For student against student complaints:

Director, Student and Family Support Services
(916) 375-7600 x 1370; IMejia@wusd.k12.ca.us
930 Westacre Road, West Sacramento, CA 95691

FILING A TITLE IX COMPLAINT WITH THE SCHOOL DISTRICT

Student complaints shall be submitted in written form in accordance with Board Policy 1312.3 - Uniform Complaint Procedures. If the complainant is unable to prepare the complaint in writing, administrative staff shall help him/her to do so.

For more information about filing a complaint please refer to WUSD Title IX website:

<https://www.wusd.k12.ca.us/Board-of-Education/Board-Policies/Title-IX-Student-Rights/index.html>

ATHLETICS

ATHLETIC OPPORTUNITIES

Students interested in athletics should keep an eye on the announcements for tryout information or come to the main office to ask for the coach's contact information.

Fall Sports	Winter Sports	Spring Sports
Starting in August	Starting in November	Starting in February
Flag Football (co-ed)	Boy's Basketball	Boy's Soccer
Girl's Volleyball	Girl's Basketball	Girl's Soccer

No student is allowed on campus after school without adult supervision. Student athletes must wait for their coaches to be on site before they are allowed onto campus.

EXPECTATIONS OF SPECTATORS AT ATHLETIC EVENTS

- We expect all spectators to SOAR (be Safe, Organized, Aspiring, and Respectful) at all times.
 - This includes Middle School athletic events AND any students who choose to attend the High School Athletic events.
- The purpose of a sporting event is to support/cheer for players.
- Any spectator who engages in inappropriate behavior or abusive language will be ejected from the event and can be banned from future events.
- Students are subject to search upon entering the event.
- Athletes on the No-Go List will be benched for the game.

8TH GRADERS & 8TH GRADE EVENTS

8th Grade year is an exciting and fulfilling time for students! 8th graders must remember that:

- 8th graders on the No-Go List (for attendance, tardies, and/or discipline issues) may not be allowed to participate in the some of the events, including the field trips like pool day or Sunsplash.
- Promotion (walking the stage) is a privilege, not a right. Students who behave in ways serious enough to warrant suspension place their participation in the Promotion at risk.
- At the end of the year, 8th graders are recognized for their achievements. Students can earn awards for:
 - Academics
 - Athletics
 - AVID
 - Leadership
 - Band
 - Being a Mentor
 - Department Awards
 - Citizenship Award (the Rose Garden Award)
- *Students who continue to SOAR in their 8th grade year have the opportunity to earn a lot of recognition for their hard work!*

BEHAVIOR AND DISCIPLINE

STUDENT'S RIGHTS AND RESPONSIBILITIES

Right to an education
Right to a safe environment
Right to receive respect
Right to know rules and regulations

Attend school daily and on time
Care for all property
Show respect for others
Responsibility to complete work
Follow all school rules & regulations
Follow staff directions without question

At Southport we strive to create a safe, inclusive, and collaborative community fostering a love of learning through innovative strategies that promote perseverance, self-worth, and academic success for ALL students.

How Southport Ducks SOAR

in all areas



Safe

We are safe when we

- Keep hands, feet, and objects to ourselves
- Use equipment and materials appropriately
- Are mindful of our needs and seek support
- Stay in designated areas
- Wash hands for 20 seconds



Organized

We are organized when we

- Keep cell phones off and in backpacks
- Do our part to keep Southport clean
- Come prepared with devices charged
- Use technology appropriately
- Are on time
- Follow the dress code



Aspiring

We are aspiring when we

- Show kindness and understanding
- Collaborate with classmates and staff
- Share, encourage, and value other ideas
- Participate actively
- Do our best work
- Are thoughtful of others
- Have a growth mindset



Respectful

We are respectful when we

- Are honest
- Use kind words
- Show understanding of others' boundaries
- Use appropriate language
- Listen with an open mind
- Resolve conflicts peacefully

BEHAVIOR/DISCIPLINE GUIDELINES

It is important to establish an atmosphere in which students can learn and teachers can teach. No students will be allowed to infringe upon the rights of others. The administration will support teachers in maintaining discipline of students. Students are responsible for their behavior and are subject to suspension or expulsion for any of the acts listed in Education Code 48900 when the act is related to school activity or school attendance. Students are also subject to search with reasonable suspicion as identified in Board Policy 5145.12 and Ed. Code 49050-49051. A pupil may be suspended or expelled for acts related to school activity or attendance which occur at any time, including, but not limited to, any of the following:

- While on the school grounds.
- While going to or coming from school.
- During the lunch period.
- During, while going to, or coming from a school sponsored activity.

Students accumulating 10 days of suspension are subject to expulsion or involuntary transfer to another school or to an alternative program. Disciplinary action will be taken if a student's behavior is disruptive to the instructional process or causes a danger to persons or property. Students and parents have a right to appeal disciplinary action taken against a student. A meeting must be requested with the principal/designee prior to any further appeal. (E.C. 48914)

BULLYING, DISCRIMINATION, AND HARASSMENT POLICY

Discrimination, harassment, intimidation, or bullying of students or staff, including sexual harassment, hate-motivated behavior, cyberbullying, hazing or initiation activity, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption is **NOT ALLOWED**. Derogatory behavior, gestures, and/or comments directed to an individual or group based on age, sex, sexual orientation, gender identity, religion, race, national origin, handicapping condition or any other basis made unlawful by federal, state or local law is **NOT ALLOWED**. No individual or group shall, through physical, written, verbal, or other means (including social media), harass, sexually harass, threaten, intimidate, retaliate, cyberbully, cause bodily injury to, or commit hate violence against any student or school personnel.

To report any act of bullying, harassment, discrimination, intimidation etc., please contact any staff member or the Assistant Principal immediately. All reports of bullying, harassment, discrimination, or intimidation are taken seriously at Southport and are acted upon immediately. Please see the WUSD website in regards to additional information on bullying prevention and reporting.

IMMIGRATION CITIZENSHIP STATUS ANTI-BULLYING

The Washington Unified School District is committed to providing a safe and welcoming school environment for all students and their families irrespective of their immigration status (Board Policy 5145.3). Unlawful discrimination, including bullying, of students based on their immigration status is prohibited by district policy and state laws.

As such, it is unlawful for students to be discriminated against, harassed or bullied because of their or their families immigration status by another student, employee, or person at school or school activity.

Board Policy 5145.3 prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, national origin, immigration status, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression or association with a person or group with one or more of these actual or perceived characteristics.

BULLYING, DISCRIMINATION, AND HARASSMENT POLICY

DISCIPLINARY ACTIONS

Students who become involved in areas of problem behavior will be subject to progressive disciplinary actions. Please review the discipline rubric to see how behaviors are classified:

MAJOR	MINOR
<u>DEFIANCE</u> - Sustained defiance of 15 minutes or more - Leaving campus or classroom without permission	<u>DEFIANCE</u> - Saying "No" repeatedly - Not doing any work - Not listening
<u>DISRESPECT</u> - Verbal threats of aggression against a teacher or student - Harassment of any kind	<u>DISRESPECT</u> - Talking back - Making faces - Body gestures
<u>DISRUPTION</u> - Sustained interruption of 15 minutes or more	<u>DISRUPTION</u> - Talking/Screaming - Throwing an object - Pounding their fist
<u>BULLYING</u> - Seeking to harm or intimidate - Repeated bullying towards student	<u>RUDENESS</u> - Teasing - Messing around
<u>ABUSIVE LANGUAGE</u> - Hateful/racist comments - Sexual harassment - Profanity (including gestures) directed towards a person	<u>INAPPROPRIATE LANGUAGE</u> - Cussing to self - Name calling - Using unkind words
<u>MAJOR PHYSICAL CONTACT</u> - Purpose: Intent to Harm - Hitting, Pushing, or Punching - Tripping or Kicking - Sexual Harassment	<u>MINOR PHYSICAL CONTACT</u> - Purpose: Playing Around / Reaction - Hitting/Pushing - Pinching - Tripping/Kicking
<u>VANDALISM</u> - Of personal or school property of a high value	<u>PROPERTY MISUSE</u> - Throwing an object - Dropping an object - Breaking an object
<u>POSSESSION OF ILLEGAL ITEMS</u> - Drugs/Alcohol - Vape/Lighter - Weapons	<u>POSSESSION OF INAPPROPRIATE ITEM</u> - Non-school appropriate items
<u>TECHNOLOGY VIOLATION</u> - Cyber-bullying - Inappropriate image/sites	<u>TECHNOLOGY VIOLATION</u> - Use of cell phone, headphones, or other technology without permission
<u>THEFT (MAJOR)</u> - Major theft with high value - Minor theft without item returned	<u>STEALING (PETTY)</u> - Petty theft with little or no value - Item returned to individual

BULLYING, DISCRIMINATION, AND HARASSMENT POLICY

DISCIPLINARY ACTIONS, CONTINUED

Consequences for violating school rules and norms can result in various disciplinary actions, which include but are not limited to the following:

Loss of Privilege

A student may lose privileges to attend practice/participate in games, attend extra curricular activities, attend Promotion/8th grade end of year events and activities (8th graders only), participate in club activities, etc.

Lunch Detention

A student may be assigned a 15-minute lunch detention for a minor and/or a repeated minor offense. Lunch detentions can be served in the Assistant Principal's office or in a specific teacher's room if requested by teacher.

In-School Suspension

A student may be assigned to an in-school suspension at the discretion of the principal or designee for offenses for which suspension is permitted.

Suspension

A student may be suspended for a period of one to five days, depending on the violation. The student is also informed regarding the due process procedure. The student's parent or legal guardian is notified by telephone that the student is subject to a suspension.

EXTENDED SUSPENSION

A student may receive an extended suspension past five days if the violation is severe enough that an expulsion is warranted or an investigation cannot be completed within the five days. The student and parent or legal guardian are informed of the possibility of the extended suspension and are informed regarding the due process procedure in writing.

EXPULSION

Students with serious violations and/or repeated violations of Education Code #48900-48918 may be recommended for expulsion from schools of the Washington Unified School District. The student is informed that he/she is subject to expulsion. The student is also informed regarding the due process procedure. The student's parent or legal guardian is notified by telephone and mail that the student is subject to expulsion. The school district superintendent will recommend to the Board of Education that the student be expelled. The Board of Education will have determination as to the expulsion of the student.

See the Student Behavioral Expectations Handbook and /or Discipline Matrix, which can be found on the district website, for additional information

SUSPENSIONS AND EXPULSIONS

The school principal or designee has the right to suspend a student for a period of up to five days. In cases of this type, an informal hearing between the principal, student, and other appropriate persons will be conducted if possible. The principal or designee will attempt to notify parents by telephone before this action is taken. Students or parents may appeal with written notice to the principal. The school principal has the right to recommend to the district superintendent that a student should be expelled. In cases of this type, a hearing will be conducted at the school district central office before the Expulsion Board.

When the school principal recommends to the district superintendent that a student should be expelled, the hearing will be conducted before the Board of Education or a hearing panel. If a student has violated a school rule and is subject to a suspension or transfer to Continuation/Opportunity School or expulsion, the student and his/her parents or guardians will be formally notified. Part of the notification process will include instructions regarding the due process procedure.

CLASS SUSPENSION

A teacher has the right to suspend a student from his/her class for up to 2 days **with** notification of a parent. A parent conference must be scheduled by the teacher for any class suspension.

APPEALS

The student or the student's parents have the right to appeal a suspension or expulsion. An appeal for a formal hearing at either the site principal, district or Board of Education level, whichever is appropriate, must be made after notice has been received regarding a potential suspension, involuntary transfer, or expulsion.

DURING SUSPENSION

Student is expected to be under the supervision and guidance of a parent during school hours when serving suspension days at home (7:00 a.m. - 3:30 p.m.). Student shall not appear on or about any school in the District during the period of suspension, except in the case of in-school suspensions, unless coming to the office on official business with the parent/guardian and by prior arrangement with a school administrator. The student is not to attend any school-sponsored event on or off any school campus during suspension. This is extended to include weekend and holiday activities, and would include, but not be limited to, field trips, athletic events, theater events, dances, and band events. The site administrator will determine specific consequences and restrictions, concerning a suspension that enters into a vacation period. Violation of suspension rules may result in a minimum consequence of a warning, and a maximum consequence of a referral to the appropriate law enforcement agency. The responsibility of obtaining and doing class work lies with the student. The teacher may require the student to complete any assignments and tests missed during the suspension; however, the teacher is not required to provide homework. (E.C. 48913)

Note: A superintendent's suspension is an extended suspension of a pupil who has been recommended for expulsion. The suspension lasts until the Governing-Board rules on the expulsion. Upon request by parent/guardian, teachers will provide homework for students on an extended suspension.

TRANSFER TO CONTINUATION/OPPORTUNITY SCHOOL

A proposed involuntary transfer notice may be sent to the parent/guardian to initiate the transfer for the student to receive special behavioral and educational services. Parents/students shall have an opportunity to appeal to the Principal.

HONESTY POLICY

Cheating includes but is not limited to: Copying another student's homework, quiz or test (or allowing another student to copy your work), plagiarism, use of Artificial Intelligence (AI) to complete your work, purposely deceiving the instructor, unauthorized collaboration, theft or alteration of materials, and test avoidance.

Students at Southport are expected to, and will be held to the standard that they, do their own work. Students learn and grow academically and socially when they do their own work and hold themselves to accountable for a high standard of honesty.

Consequences as defined in the Discipline Matrix may include, but are not limited to, the following:

1st Offense: Warning, rewrite, loss of grade, define plagiarism, parent conference

2nd Offense: Loss of grade, rewrite, written contract, parent conference

3rd Offense: F, loss of grade, parent conference

Cheating and Plagiarism incidents will prevent a student from being able to achieve any Honor Awards.

DRESS CODE

All dress code violations will be determined by Southport administrators, and, if necessary, in consultation with the District Superintendent.

Violations of dress code will begin the normal process of progressive discipline. Students will be asked to change or wear loaner clothing, as appropriate. Parents will be called if needed. Failure to comply may result in more serious consequences.

Allowable Dress and Grooming:

1. Students must wear clothing which includes a shirt with pants, skirt, dress, or the equivalent.
2. Shirts and dresses must have fabric in the front, lower back, and on the sides.
3. Clothing must cover undergarments; however, waistbands and bra straps can show.
4. Fabric covering all private parts must not be see through.
5. Footwear must be worn at all times and must not limit student participation in school activities.
6. Hats and other headwear must allow the face to be visible and not interfere with the line of sight to any student or staff. (Hoodies must allow the student's face and ears to be visible to staff.)
7. Clothing and footwear must be suitable for all scheduled classroom activities including physical education, science labs, and other activities where unique hazards exist.
8. Specialized courses may require specialized attire, such as sports uniforms or safety gear.

DRESS CODE, CONTINUED

Non-allowable Dress and Grooming

1. Clothing may not depict, advertise, or advocate the use of alcohol, tobacco, marijuana, or other controlled substances.
2. Clothing may not depict violence, obscenities, pornography, nudity, or sexual acts.
3. Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups.
4. Clothing and footwear must not threaten the health or safety of any other student or staff.

Progressive Discipline for Dress Code Violations:

- 1st Offense: Call Home
- 2nd Offense: Lunch Detention
- 3rd Offense: Parent Conference and No-Go List

GANG SYMBOLS/CLOTHING/ACCESSORIES

The school administration may limit or prohibit specific clothing that has been determined by law enforcement to be affiliated with an actual gang. Clothing, jewelry, accessories, symbols, hairstyles, hair bands, wristbands, lettering, colors, notebooks, drawings or other adornments which displays, promotes, advertises, suggests, supports or encourages membership in or affinity for gangs is prohibited. The “flashing” of colors is not allowed. Clothing, backpacks, shoes, laces, make-up and other adornment may not demonstrate or suggest gang-related symbols or colors. Backpacks may not “flash” colors. Students who do not follow the dress code will be referred to the office to change into appropriate school clothing. Refusal to change clothing will result in progressive discipline. Repeated violations (considered defiance) will result in more serious consequences.

The wearing or carrying of any clothing or symbol that denotes gang activity is prohibited on school grounds and at school activities, both on and off campus. Prohibited items of clothing or symbols include, but are not limited to, any item of clothing, jewelry, accessory, notebook or symbol which, by the nature of its color, design, arrangement, representation, trademark or any other attribute denotes membership in a gang or any other group which advocates drug use or disruptive behavior. See **DRESS CODE** in this handbook for a full description of dress code related restrictions. This policy shall be applied at the Administration’s discretion as the need for it arises at individual school sites. Because symbols of gang affiliation are constantly changing, definitions of gang-related apparel will be updated and enforced as new information is received. (Ed Code 3529.1 Safe Schools)

This policy shall be applied at the discretion of the administration. Because symbols of gang affiliation change, school officials will work with West Sacramento Police to update the definition and enforcement of gang-related items and colors.

SOUTHPORT MIDDLE SCHOOL

COMPACT

Students are expected to:

- ✓ Come to school on time, ready to learn, and bring all necessary materials.
- ✓ Uphold the SOAR expectations by being Safe, Organized, Aspiring, & Respectful.
- ✓ Follow all school and class rules.
- ✓ Read and abide by policies and procedures in the Student Handbook.
- ✓ Communicate regularly with their parents and teachers about school experiences to help succeed in school.
- ✓ Read each night.
- ✓ Stay motivated to improve in school.

Parents are expected to:

- ✓ Ensure their child's attendance for the full instructional day.
- ✓ Send their child to school on time, well-rested, nourished, and ready to learn daily.
- ✓ Schedule appointments after school hours or during vacation periods.
- ✓ Attend Back to School Night, Parent Conferences, and other school events.
- ✓ Provide a quiet place for their child to study.
- ✓ Motivate their child and help them improve in school.
- ✓ Stay informed about their child's education by promptly reading all school notices.
- ✓ Communicate to the school any factors that may affect their child's performance.
- ✓ Partner with their child's teachers, maintaining a positive, constructive relationship.

Staff is expected to:

- ✓ Provide rigorous curriculum for all students through basic, auxiliary, and supplemental services.
- ✓ Report student progress to parents through phone calls, conferences, written reports, achievement test results, performance test results.
- ✓ Provide opportunities for parents to learn how to help students, attend conferences, family curriculum nights, assemblies.
- ✓ Keep their gradebooks regularly updated in Aeries.

PARENT/FAMILY INVOLVEMENT

We value our parent/family input and support and invite parents and families to attend the following:

- Back to School Night
- Monthly Coffee with the Principal
- School Site Council (SSC)
- English Learner Parent Advisory (ELAC)
- Regular PTO events
- School surveys
- Extracurricular events

All opportunities will be announced in the Principal's Sunday message to families with details to attend.