

Oakland Middle School

**3405 Oakland Place - Columbia, Mo
65202
573-214-3220**



STUDENT HANDBOOK 2023-2024

TABLE OF CONTENTS

History and Tradition	3
Mission and Common Commitments	3
Oakland Eagle Expectations	4
Faculty and Staff	5
CPS Calendar	6
The Daily Schedule	7
Daily Procedures and Policies	
Student Attendance	8
Morning Arrival	8
Late Arrival to School	9
Tardy to Class	9
Checking Out During the School Day	9
Pass System	9
Lunch	9
Visitors to OMS	9
Deliveries and Gifts	9
Delivering Forgotten Items	9
Student Backpacks	9
Student Lockers	9
Water Bottles	9
After School	9
Buses	10
Activity Bus	10
Lost and Found	10
Homework	11
Standard of Dress	11
Electronic Devices	12
Guidance Department	13-14
Extra-Curricular Activities & School Pride	
Athletics	15
Clubs	15

Our History- Oakland Middle School

Welcome to Oakland Middle School, Home of the Eagles! We are very proud of the tradition of excellence set forth for us through the accomplishments of our students and faculty who received national recognition for their achievements and contributions during the original Oakland Junior High Era, 1971-95. In 1988-90 we earned recognition from the Department of Elementary and Secondary Education in Washington, D.C. as one of the Nation's Outstanding Secondary Schools and in 1990-91 we received recognition for our Drug Education Program. In 1992 the National Association of Secondary School Principals also selected Oakland as one of eight model middle level schools in the nation to study for restructuring efforts. We are very proud of our past and we are looking forward to taking Oakland Middle School down the road to excellence as we continue to meet the needs of students.

Oakland has an excellent tradition based on a climate of open and caring communication between school and home. This open communication between students, parents, faculty, and administration is a necessity for making the year as productive as possible. This school year promises to be an outstanding one for Oakland Middle School. Your participation in this team will help to ensure that all students maximize their potential, not only intellectually, but also physically, emotionally, and socially. Our mission is to inspire each learner to develop intellectually and individually in a caring community where everyone is important, productive, and safe, through rigor, relevance, and relationships.

We have established a vision to focus ourselves upon the ideal school we want Oakland to be, ensuring the best learning environment for students and adults.

Behavior Excellence for Eagle Scholars

Be Safe	Be Cooperative
As Eagles, we: <ul style="list-style-type: none">● practice safety● walk on the right side of the halls● keep our hands feet and other body parts to ourselves.● use school equipment and personal devices appropriately	As Eagles, we: <ul style="list-style-type: none">● are willing to think and learn● work cooperatively with others● consider new ideas● challenge ourselves to do our best
Be Responsible	Be Respectful
As Eagles, we: <ul style="list-style-type: none">● are prepared and on time for class● carefully complete work● use school equipment and personal devices appropriately	As Eagles, we: <ul style="list-style-type: none">● are honest● respect ourselves and others● follow the rules● communicate respectfully● practice safety
Be a Learner	
As Eagles, we: <ul style="list-style-type: none">● use SLANT in all our classes● follow the rules● communicate respectfully● are prepared and on time for class● carefully complete work● ask for help when needed	

OAKLAND MIDDLE SCHOOL FACULTY AND STAFF 2023-2024

***Denotes team leader / content chair**

Admin Office Staff

Jeff Mielke, Principal
Erica Bruington, Assistant Principal
Alex Soper, Administrative Assistant
Tracy Grant, Home School Communicator
Tonette Luther, Secretary to the Principal
Abbie Land, Attendance Secretary
Amanda Newman, ECA Secretary

Counseling Office Staff

Eric Hudson, (A-G) Counselor
Nawassa Logan, (Miz-Z) Counselor
Katie Rae, (H-Me) Counselor
Outreach Counselor
Larisha Jones, Registrar

Media Center/IT Support Staff

Alyssa, Media Specialist
Sharon Young, Media Clerk

Nurse's Office Staff

Amanda Satterfield, Nurse
Melissa Williams, Health Secretary

Custodial Staff

Kimberly Woods, Head Custodian
Stevie Steele, Day Porter
Matt Ginther, Night Custodian
Carrie Sweeney, Night Custodian

Kitchen Staff

Stacey Ryan, Kitchen Manager
Amanda Harris, Kitchen Staff
Martinique Eberhart, Kitchen Staff
Kim Chatman, Kitchen Staff

Support Staff

Vanessa Hickem, ISS/Recovery Room
Karen Sade, RISE Paraprofessional
Kristina Shetler, SSKIP Paraprofessional
Clara Stark, EL Instructional Aide

Mathematics

Jacob Berns 6th
Christina Sedgwick 6th
*Sherry Schaefer 7th
Amanda Montgomery 8th
Angie Wagner 6th
Leslie Elam 8th
Jamie Metcalf 7th

Science

Amanda Wolfe 6th
Diana Duncan 6th
Christine Kirchoefer 7th
Jamie Metcalf 7th
Jeremiah Settles 8th
*Keith Wright 8th

Social Studies

Kristen Briscoe 6th
Doug Freeman 8th
Rachel Mazzocco 7th
Adam Ronnfeldt 8th
*Tim Patience 6th
Beth Holland 7th

Language Arts

Andrew Byrd 7th
Taya Wilcox 8th
Rachel Godbey 6th
Jacque Arnold 6th/7th
*Julia Ross 8th

AVID

Rachel Mazzocco-AVID Coordinator
*Jasmine Bourdeau 7th
Amanda Wolfe 8th

Teacher Support

Lucas Delaporte,
Instructional Coach

Special Education

Will Beerly, SSKIP Teacher
Chris DeLong, Learning Specialist
Kim Politte, Learning Specialist
Tillie Stone, Learning Specialist
Victoria Hudson-Brooks, Learning Specialist
*Erin Brown, Sped Chair
Laura Jackson, Speech Path (RISE)
Bethany Moseley, RISE Teacher
Candice Malveaux, Behavior Specialist
Alex Selders, Psychologist
Madlyn Million, Diagnostician
Taylor Birsa, Adaptive PE

Electives

Chris Farris, Instrumental Music
Kate Farris, Orchestra
Amanda Furtick, Choir / Music
Bruce Marshall, Business
Beth Butcher, ELL
Jordan Soper, ELL
Trisha Sneed-Galbraith, ELL
Doug Gordon, Industrial Tech
Stephanie Tranmer, FACS
Patrick Tapp, Art
*Kari Schuster, ELL
Angela Howard,
Speech/Debate/Theater Arts

Health/Physical Education

Lindy Wilson
John Wagner


World Languages

Maxina Rosas, Spanish
Susan Des Camp, French

6A	6B	7	8
*Patience-SS Ayers-ELA Wolfe-SCI A. Wagner-MATH	Godbey-ELA Duncan-SCI Briscoe-SS Berns-MATH	*Schaefer-MATH Metcalf-SCI Mazzocco-SS Kirchhoefer-Sci Byrd-ELA B. Holland-SS	Elam-MATH Montgomery-MATH Wilcox-ELA Ronfeldt-SS Freeman-SS *Ross-ELA Settles-SCI *Wright-SCI

THE DAILY SCHEDULE

7:25 a.m. – 2:35 p.m. Building Opens 7:00 a.m.

Oakland Middle School Bell Schedule 2023-24		
Gym/Café	7:00 - 7:20	
1st Period	7:25 - 8:12	
2nd Period	8:15 - 9:02	
3rd Period	9:05 - 9:55	
4th Period	9:58 - 10:45	
A Lunch	10:45 - 11:15	6th Grade
5B	11:18 - 12:05	6th Grade
A5	10:48 - 11:35	7th & 8th Grade
B Lunch	11:35 - 12:05	7th Grade
6C	12:08 - 12:55	6th & 7th Grade
B6	11:38 - 12:25	8th Grade
C Lunch	12:25 - 12:55	8th Grade
7th Period	12:58 - 1:45	GO EAGLES !!

DAILY BUILDING PROCEDURES & POLICIES

DAILY ANNOUNCEMENTS

Announcements concerning school activities and school business are made first period everyday over the intercom.

STUDENT ATTENDANCE

Whenever it is necessary to miss school, a parent/guardian should notify the attendance secretary by calling **214-3220**.

- **Excused Absences** – An excused absence is one considered unavoidable for illness, death in the immediate family, unavoidable appointments, required religious observations, required court appearances, or other extenuating circumstances explained to the satisfaction of the principal or designee. Excused absences require the appropriate documentation to be considered excused. For coding purposes, excused absences with the appropriate medical documentation will be coded as medical.
- **Unexcused Absences** – An unexcused absence is one that does not have the proper documentation to be excused. All unexcused absences will be considered trancies unless the absence is reported to the office by the parent within 48 hours.
- **Truancy** – An elective absence that has not been approved by the parent and/or school official. A disciplinary consequence for truancy will be assigned.

The school will notify parents whenever students miss seven (7) days and again when they miss twelve (12) days during the school year.

Students who miss school must assume responsibility for making up work. All work will be posted on Schoology. If students have questions, they should email their teachers directly. In the case of extended absences, teachers will work with students and families to help students continue the learning process despite the absence.

More details about attendance can be found in the Columbia Public Schools Student Handbook.

https://www.cpsk12.org/cms/lib/MO01909752/Centricity/Domain/47/Secondary%20Student%20HANDBOOK%202020_21.pdf

MORNING ARRIVAL

Buses arrive on the East side of the building (Oakland Pl) between 7:00am and 7:10am. Parents can drop students off on the North side of the building (Blue Ridge.) starting at 7:00 am. Students should go to the gym or if they are wanting breakfast they will go to the cafeteria first then report to the gym.

LATE ARRIVAL TO SCHOOL

School begins at 7:30am; every student is expected to be in class and prepared to start the day. If a student arrives to school after 7:30am, he/she should report to the attendance secretary in the main office to sign in before going to class. Students who arrive after 7:40am will be considered absent for that time. Parent excused tardies will be accepted up to four (4) times each semester; subsequent tardies to school, even with parent knowledge, will be unexcused. Once a student accumulates four (4) unexcused absences, administrative interventions, which may include disciplinary action, will occur.

TARDY TO CLASS

Students are expected to be in class on time, prepared to learn. Those who are late create a disruption to instruction and learning. When a student has two (2) tardies for a given class in a semester, the teacher will begin the intervention process by conferencing with the student. If the student is tardy again, the teacher will notify home and further classroom interventions and/or consequences may occur. If a student accumulates four (4) tardies for that class, administrative interventions and disciplinary action will occur. Additionally, administration will monitor overall tardies to intervene if a student is tardy to multiple classes through the school day. Tardies reset at the beginning of each semester.

CHECKING OUT DURING THE SCHOOL DAY

If a student must leave the building during the school day for any reason, parents are encouraged to call before arriving (573-214-3220) so the office can have the student ready. When parents arrive, they should ring the bell at the Main Doors (East) on Oakland place.

PASS SYSTEM

OMS Students will use their iPads for an electronic pass system. When students leave a class or supervised area for any reason, they will use their iPad to fill out the electronic pass. It is imperative that students have their iPads with them and charged every day.

LUNCH

Lunch is eaten in the cafeteria during assigned lunch shifts. Students sit at their assigned table before being released for the lunch line. ***Due to health and safety concerns***, students remain at their tables throughout the lunch period and ***visitors are not allowed***. At the end of each lunch, students will dispose of trash and help clean tables to prepare the cafeteria for the next lunch shift. ***Students are not allowed to order food deliveries at school (i.e., pizza, etc.)***.

VISITORS TO OMS

Visits should be scheduled ahead of time. Upon arrival, visitors should buzz in at the Main Entrance on Oakland Place and go immediately to the Main Office to check in. NOTE: Visits may be limited depending on COVID cases throughout the year.

DELIVERIES AND GIFTS

We ask that parents refrain from having deliveries made at school for holidays, birthdays, etc. We don't have the space or staffing to manage these types of deliveries. Bringing students lunch is discouraged. Students are not allowed to order food deliveries at school (i.e., pizza, etc.). We appreciate your support of this policy.

DELIVERING/ FORGOTTEN ITEMS

If a student forgets an item that is necessary for that day, parents may drop the item off in the Main Office. Please enter through the Main Entrance on Oakland Place. We don't allow food deliveries for Students (fast food, crumble cookies etc). If a parent wants to eat with their student, they can use our conference room and, we will need to know in advance to reserve it.

STUDENT BACKPACKS

Students may carry backpacks to store their iPads, lunches, and other materials. We encourage students to limit the size of their backpacks so they don't get too heavy to carry and so they can easily be stored underneath desks and tables during class.

AFTER SCHOOL

Unless students are participating in a supervised after school activity, they should leave school by 2:45pm.

BUSES

We expect our students will exemplify the Oakland Eagle Expectations while riding the bus. Expected behaviors specific to the bus are listed below:

- Obey the bus driver. Follow directions the first time they are given.
- Keep head, hands, feet, and objects to yourself and inside the bus. Keep the aisle clear.
- Remain seated in your assigned seat. (Back-to-Back, Seat-to-Seat, and Feet on the Floor)
- Do not eat, drink, litter, write on, or damage the bus in any way.
- Use respectful language. No loud talking or noises, no cursing or swearing. Failure to follow bus expectations may result in disciplinary action, including removal from the bus. Students may only ride their assigned bus.

ACTIVITY BUS

Students who stay after school for academic support, school clubs, and intramurals may ride the Activity Bus, which arrives at OMS between 4:15pm and 4:30pm. Students must sign up using a link on the OMS website by 1:00pm the day they plan on riding the bus. <https://www.cpsk12.org/oms>. The bus runs Monday thru Thursday. There is no Activity Bus on Fridays. ***Students should listen carefully to announcements to know when the bus begins running and when it is canceled.***

LOST AND FOUND

Lost and found items may be in the Main Office (personal electronic devices and keys) or on the table outside of the nurse office.

OAKLAND MIDDLE SCHOOL STANDARD OF DRESS:

While students and students' parent(s) or guardian(s) are primarily responsible for their clothing, it is the responsibility of the school district and the school to ensure that student attire does not interfere with the health and safety of any student, does not contribute to a hostile or intimidating atmosphere for any student, and does not detract from or interfere with the educational environment and process. Enforcement of the dress code should not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientations, ethnicity, religion, cultural observance, household income and/or body type/size.

Our student dress code is designed to accomplish the following goals:

- Maintain a safe and high-quality learning environment for all students. Some classes may have special requirements to support safety and learning.
- Encourage students to show pride in and respect for themselves, their peers, and their school community.
- Allow students to wear clothing of their choice that is comfortable and allows them to express their unique identities in ways that are safe and appropriate for an educational setting.
- Ensure that all students are treated equitably.

Dress & Grooming Standards - Required & Allowed:

- Students **must** wear a shirt with pants, shorts, or skirt (or the equivalent) and shoes.
- Shirts and dresses **must** have fabric in the front (covering the entire midsection), back, and on the sides (under the arms).
- Fabric **must** cover all private parts and must not be see through.
- Clothing **must** cover undergarments. (Waistbands, straps, etc.)
- Clothing **must** be suitable for all scheduled classroom activities where unique hazards exist.
- Specialized courses may require specialized attire, such as athletic wear or safety gear. Students **must** comply with these safety standards.
- Headwear may be worn **but** the face and ears must be visible to staff.

Non-Allowable Dress & Grooming:

- Blankets, pajamas, and slippers clearly intended as sleepwear, and swimsuits may not be worn at school (unless for specific spirit days).
- Sunglasses may not be worn inside the building (unless for medical reasons).
- Clothing may not promote alcohol, drugs, tobacco, sex, violence, organized gangs, or illegal activities.
- Clothing may not contain hate speech, profanity nor images or language that degrade or target groups based on race, ethnicity, cultural observance, gender, gender identity, sexual orientation, religious affiliation, or any other protected group.

Dress Code Enforcement:

In accordance with the Columbia Public Schools Student Handbook,

(https://www.cpsk12.org/cms/lib/MO01909752/Centricity/Domain/47/Secondary%20Student%20HANDBOOK%202020_21.pdf)

it is the responsibility of the principal to ensure that student attire does not interfere with the learning process and to intervene when it does. Students who are not in compliance with school guidelines for dress and grooming will be instructed to correct the violation. Options include:

- If complying with the school's guidelines requires students to change clothes:
 - Students will be asked to put on their own alternative clothing that meets code, if available at school.
 - Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
 - If necessary, students' parents may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.

Failure of the student to comply in a reasonable and respectful manner will result in a conduct referral for insubordination. Students who consistently wear inappropriate clothing will be referred for insubordination.

ELECTRONIC DEVICES

All electronic devices have the potential to enhance and support student learning if used appropriately. Unfortunately, electronic devices can also compromise safety and the educational environment. Our number one priority is to maintain a safe and high-quality learning environment for our students. The guidelines below about school issued devices and personal devices are meant to ensure student safety and learning.

It is imperative that students' parents and guardians collaborate with us to create safe boundaries while teaching students how to effectively use technology for their world.

School Issued Devices

Oakland Middle School is a 1:1 school, meaning each student has a school issued iPad that is to be used for educational purposes both at school and home. Students are expected to have their iPads charged and at school every day, as they will use these iPads for classwork, assessments, and our electronic school pass system. Additionally, students sometimes will use school-issued desktop or laptop computers for specialized classes or projects. Each classroom teacher will set up classroom rules and protocols regarding iPad and computer use. Inappropriate use of school issued devices in class, school common areas, the bus, or home will result in interventions and/or disciplinary action.

Personal Devices

In general, personal electronic devices must be **out of sight and silenced (in pocket or backpack) during all class time** unless special permission has been granted by a staff member. Students may use their personal electronic devices during their breaks or down time, including before school, passing time, lunch, and after school. Even during these times, students are expected to use their personal devices safely and responsibly. Personal portable speakers should be left at home; they may not be used at any point in school. Failure to use personal electronic devices appropriately will result in interventions and disciplinary action. Specific expectations for each time of the day are explained below:

- **Before School:** Students may safely and responsibly use their personal electronic devices before 7:30 am.
- **During Classes:** Personal electronic devices of any type, including cell phones, headphones, earbuds, etc., should be out of sight and silenced when the bell rings for class. Individual teachers have discretion to set up additional classroom expectations and protocols regarding the use of personal devices for educational purposes. Unless a teacher has given students permission, all personal devices will remain out of sight and silenced during class.
- **Passing Time:** Students may safely and responsibly use their personal electronic devices between classes. It is important to remember that passing times are only 4 minutes long and students are expected to be on time and prepared for their next class with their devices out of sight and silenced.
- **Lunch:** Students may safely and responsibly use their personal electronic devices during their lunch break.

For both School Issued Devices and Personal Devices, inappropriate use of

technology includes but is not limited to:

- Use of the device during class time when it should be out of sight and silenced.
- Any recording or taking pictures of others without permission.
- Possession or distribution of images or videos that are disruptive to the learning environment.
- Recording disruptions to the learning environment or at school sponsored events.
- Taunting, harassing, or bullying others.

Note: We know parents and guardians often need to contact their students during the school day. Please be aware that students may only check their messages during their breaks (passing times and lunch). Urgent or necessary messages should always be sent through the main office. ***Additionally, students are responsible for their personal electronic devices. The school is not responsible for recovering or replacing personal devices that are lost, stolen, or broken.***

COUNSELING DEPARTMENT

Counselors are Ms. Nawassa Logan, Ms. Katie Rae, Mr. Eric Hudson. Counselors work closely with parents, teachers, and other staff members, and most importantly, with their students to help them have a successful middle school experience. They assist students and families in selecting appropriate courses; they provide assistance when students are having academic, social, or adjustment problems; and they connect students with school and community resources when additional support is needed.

Parents are encouraged to schedule appointments with counselors and may request progress checks or meetings with their child's teachers through the guidance office. Parents are always encouraged to check first with a specific teacher if there is a concern or a question about that class.

Schedule Changes and Course Withdrawals

- During the spring of each year, students, in close cooperation with their parents, teachers and counselors carefully and conscientiously select their schedule of courses for the following year.
- Students can make changes to their requested courses through the spring and summer by contacting the guidance department. Parents must agree with these changes and space in the classes must be available.
- If, during the first week of the first semester, a student discovers that he/she has made a serious error in elective course selection, a course may be dropped, but only for another class if the schedule allows and that instructor approves. Students dropping any course after the second week of the semester will have a "withdraw fail" (WF) recorded on their semester grade transcript.

GRADE REPORTING DATES

Official Grade Cards are issued at the end of each semester. Interim Progress Reports

(IPRs) are also sent out three times per semester. Below are the dates that IPRs and Grade Cards will be available.

Semester 1		Semester 2	
IPR 1	September 26th	IPR 1	February 20th
IPR 2	October 31st	IPR 2	April 16th
Grade Card	January 3rd	Grade Card	May23rd

ATHLETICS

Athletics are available to all students; however, Basketball, Cheerleading and Volleyball hold tryouts to keep teams at a manageable number due to gym space and the number of players allowed to participate. Participating as an athlete or a spectator is a great way to connect to our school!

- 6th Grade – Intramurals (pending student involvement)
- 7th Grade– Basketball, Cheerleading, Cross Country, Football, Track, and Volleyball
- 8th Grade –Basketball, Cheerleading, Cross Country, Football, Track, and Volleyball

CLUBS

Clubs provide another wonderful opportunity for students to explore different interests, meet new friends, and connect to our school community. Most after school clubs happen after school and finish by 4:00pm so students can ride the Activity Bus home. This information, along with descriptions, updates, and meeting times, can be found in the announcements and on the school calendar at <https://www.cpsk12.org/oms>.