

Junior High Policies 2026-2027

Grading

- Daily assignments and projects are 75% of your grade. Tests are 25%.
- Late papers that are 1-3 days late will incur a 10% late grade off of your total score.
- Anything late after 3 days will be a zero in the gradebook and unable to be made up.
- Missing work lists will be updated at least two times a week, usually more.
- No name papers will end up in a bin where you may look for them but they will automatically be considered late (see points 1 & 2 above).
- Handwriting- If we can't read it, it will be marked incorrect.
- Tests- If you receive a D or F on a test, you may be able to retake the test within 3 days, however, a "plan of action" sheet (given by teacher) must be filled out by the student and accepted by the teacher in order to retake the test. The highest grade you can receive on a retake is 70%. If it's lower than 70%, you will earn the higher score between the 2 tests.
- Planners are given to students to use for the year. Each day, teachers will ask them to put important dates in the planner so you parents can see when things are due too. Important dates are on our classroom boards all day long.

Pre-Arranged Absences:

- Pre-arranged absence forms may be found on the school website at [**MGAES.org**](https://www.mgaes.org) and must be turned in by the student to get a physical signature from all 3 junior high teachers at least 1 week prior to absence.
- It is the student's responsibility to come to each junior high teacher to request work in advance of the pre-arranged absence.
- When work is given in advance, the student is expected to get all work completed and turned in the day they return back to school.
- If assignments are unable to be given before pre-arranged absence, the student will get them upon return and have 3 days to complete the assignment to get full credit. Anything turned in after that will be graded as stated above under the "grading" policy.
- Pre-arranged absences for vacations are considered unexcused.



Cell Phone/Smart Watch/Air Pods

- If your parents need to send you a message, they need to call the front office.
- If you need to reach a parent, ask your teacher for permission. We have phones in our classrooms.

Cell Phone/Smart Devices Policy & Accountability Protocols

The Cell Phone/Smart Device Policy is designed to create a culture that supports student self-efficacy, addresses student violations, and holds students accountable.

9:10 ELECTRONIC DEVICES/CELL PHONES/SMART DEVICES No personal music, video players, electronic gaming devices, wireless earbuds, etc. are to be brought to school unless specifically authorized by the teacher. Cell phones, smart watches, and smart devices are not allowed at school. If a student brings a cell phone or smart device to school, it will be secured as designated by the school administration. A member of the administrative team will contact parents of any student who is not in compliance. Upon request, cell phones and/or smart devices may be searched by administration and/or law enforcement officials if policy violations are suspected. Special permission by the teacher/class trip sponsor or designee must be obtained before bringing electronic devices on field trips or watching movies, DVDs, or videos in vehicles during field trips. If school expectations regarding electronic devices and cell phones are not respected, the items may be taken and kept with the teacher and/or stored in the school office. Repeated violations will be referred to school administration and may result in the device being held by the office when the student arrives on campus and phone privileges being suspended. MGAES is not responsible for any damaged, stolen or lost items (see section 3.2). 9:11 TECHNOLOGY AND STUDENT INTERNET USAGE The curriculum goals of MGAES calls for integrating technology into our instructional programs and classroom practice. Students' access to and use of electronic resources, including the Internet, is age and grade appropriate and increases gradually from year to year. Use of the Internet by students at any grade is required to be related directly to specific curriculum objectives and only under the supervision of an adult. Curriculum objectives include such things as doing classwork, conducting research, creating classroom products and appropriately communicating with others.

MGAES is committed to maintaining a positive and focused learning environment. Students are not permitted to use cell phones, smart devices, earbuds, smartwatches, or personal devices until they have left campus for the day or unless they have been given permission from a faculty member to do so.

Guidelines for unauthorized device use:

- **First Offense:** The phone will be held for the day, and the parent/legal guardian will pick up the phone from the office (student automatically sold a Yonder pouch). Note: Students who have violated the policy as a result of not purchasing a Yondr Pouch will automatically be issued one, and the parent/guardian will be billed.
- **Second Offense:** The phone will be held for the day, and the student will automatically be given an in-school suspension followed by a parent meeting. A Student Success Plan may be implemented to problem-solve and create autonomy for the student to be in compliance with the policy.
- **Third Offense:** Automatic suspension of the student. The student will not be allowed to bring their cell phone or smart devices to school. The student will be placed on probation, which means school privileges may be revoked as determined by the school's administrative team and teacher(s).
- **After the Third Offense:** The Student will be referred to the discipline committee. Consequences may include further suspensions, possible expulsion, and/or a request for the student to withdraw from the school program.
- **Students who lose or damage a Yondr pouch will be required to purchase a replacement pouch from the school for \$30.00.**



Dress Code/Jewelry

- If you come to school not following dress code, you will be asked to go to the office immediately where they have extra clothes you can wear for the day, wash, and return to the office a couple days later.
- Shorts that are modest (**mid-thigh**, neither too loose nor too tight) are generally permissible for class. Tights may be worn under clothing, but they do not affect the acceptable length.
- Clothes that have see-through material, low necklines, bare midriffs, short skirts, clothes that are form fitting, tank tops, or muscle shirts are not suitable school attire. Sleeveless tops should fit closely under the arm and come to the edge of the shoulder with a guideline of two fingers in width.
- Please remember the dress code also applies to P.E. shorts.
- Jewelry, such as earrings, necklaces, rings, or bracelets made from jewels and metals should remain at home. Only clear plastic retainer earrings are allowed.



Gum/Snacks

- Gum will not be allowed in any junior high classroom, including music and PE.
- We will allow non-messy snacks during our period 2 classes. However, if you make a mess on the carpet, desk, snacks will go away.
- Please only bring a snack for you, not one to share with others. We need to stay mindful of food allergies.

Teacher Communication

- Every Tuesday, a junior high email will go out to parents to keep you informed of upcoming events, quizzes, tests, etc.
- If you need to reach the teacher, we are available AFTER the school day. Please let us know in advance if you need to meet because we often have our own activities after school. We are busy greeting our students in the morning so please understand that is NOT the best time to have a conversation with us. You can also reach us at our emails below:
 - Kathy Keiller- kkeiller@mgaes.org
 - Krista Patchin- kpatchin@mgaes.org
 - Christine Wulle- cwulle@mgaes.org

Sign and date the next page



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2026-2027

I have read and agree to abide by the junior high policies for the 2026-2027 school year.

Student Name Printed _____ Student Signature _____

Parent Name Printed _____ Parent Signature _____

Date _____