Lindbergh Middle School
Student and Family Handbook
2020-2021

Please sign this page after reading the handbook

I have read the Lindbergh Middle School Student and Family Handbook and understand the contents of the handbook. I understand that there may be additions or changes to this handbook presented after the start of the school year due to changes in policy.

*Our school's discipline policies are outlined in a district discipline handbook available at www.peoriapublicschools.org.

Parent Signature ___________________________ Date __________________

Student Signature ___________________________ Date __________________
Dear Lindbergh Families,

In accordance with ESEA Section 1111(h)(6) PARENTS RIGHT-TO-KNOW, Peoria Public School District #150 is notifying every parent of a student in a Title I school that you have the right and may request information regarding the professional qualifications of your student’s classroom teacher. This information regarding the professional qualifications of your student’s classroom teachers including, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the student is provided services by paraprofessionals and, if so, their qualifications.

If at any time your student has been taught for 4 or more consecutive weeks by a teacher not highly qualified, the school will notify you.

If you have questions, please feel free to contact the school at (309) 693-4427.

Sincerely,

Sue Malahy
Principal
## Lindbergh Middle School Flight Plan

### Be Respectful
- Use kind words
- Be cooperative and patient
- Be aware of other people’s personal space

### Be Responsible
- Be on time
- Bring required materials
- Stay focused
- Listen and follow directions
- Complete all assignments on time
- Keep the classroom clean

### Be Safe
- Walk
- Sit appropriately

<table>
<thead>
<tr>
<th>Location</th>
<th>Be Respectful</th>
<th>Be Responsible</th>
<th>Be Safe</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Physical Classroom</strong></td>
<td>• Mute your microphone to eliminate unnecessary noise</td>
<td>• Use the chat feature to make relevant comments or ask questions</td>
<td>• Visit school appropriate websites</td>
</tr>
<tr>
<td></td>
<td>• Raise your hand to speak</td>
<td>• Check that you can be seen in the camera</td>
<td>• Chat only with people you know personally</td>
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<tr>
<td></td>
<td>• Only the teacher may mute others</td>
<td>• Keep emojis to a minimum</td>
<td></td>
</tr>
<tr>
<td><strong>Remote Learning Classroom</strong></td>
<td>• Use quiet voices and kind words</td>
<td>• Listen and follow directions</td>
<td>• Walk</td>
</tr>
<tr>
<td></td>
<td>• Raise hand for help</td>
<td>• Keep the cafeteria clean</td>
<td>• Receive permission before leaving the cafeteria</td>
</tr>
<tr>
<td></td>
<td>• Speak politely to cafeteria staff</td>
<td></td>
<td>• Use utensils appropriately</td>
</tr>
<tr>
<td><strong>Hallway</strong></td>
<td>• Voices off</td>
<td>• Go directly to your destination</td>
<td>• Walk in a single line</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Keep hands/body off walls, lockers, and doors</td>
<td>• Look forward while walking on the right side</td>
</tr>
<tr>
<td><strong>Cafeteria</strong></td>
<td>• Give others privacy</td>
<td>• Use appropriate amount of soap/paper towels</td>
<td>• Walk</td>
</tr>
<tr>
<td></td>
<td>• Voices off</td>
<td>• Keep the restroom clean</td>
<td>• Use appropriate behavior</td>
</tr>
<tr>
<td><strong>Restroom</strong></td>
<td>• Enter quietly</td>
<td>• Listen and follow directions</td>
<td>• Stay in your own space</td>
</tr>
<tr>
<td></td>
<td>• Sit quietly and correctly</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Look and listen to presenter</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Assembly</strong></td>
<td>• Use appropriate language</td>
<td>• Line up promptly when signaled</td>
<td>• Line up quietly in a single line</td>
</tr>
<tr>
<td></td>
<td>• Play fair</td>
<td>• Walk into building quietly</td>
<td>• Pay attention to your surroundings</td>
</tr>
<tr>
<td><strong>Outside</strong></td>
<td>• Use appropriate language, volume, and tone of voice</td>
<td>• Be courteous to transportation staff</td>
<td>• Keep aisle clear</td>
</tr>
<tr>
<td></td>
<td>• Play fair</td>
<td>• Be prepared to enter and exit the bus</td>
<td>• Stay seated</td>
</tr>
<tr>
<td><strong>Bus</strong></td>
<td>• Use appropriate language, volume, and tone of voice</td>
<td>• Listen and follow directions</td>
<td>• Stay in own space</td>
</tr>
<tr>
<td></td>
<td>• Speak politely to transportation staff</td>
<td>• Know your bus number</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Keep the bus clean</td>
<td></td>
</tr>
<tr>
<td><strong>Office</strong></td>
<td>• Wait patiently</td>
<td>• Take care of personal matters before leaving home</td>
<td>• Receive permission to leave</td>
</tr>
<tr>
<td></td>
<td>• Use appropriate language, volume, and tone of voice</td>
<td>• Understand why you are in the office</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Be courteous to all people</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ENTIRE SCHOOL</strong></td>
<td>• Be kind to everyone</td>
<td>• Keep track of your personal belongings</td>
<td>• Keep hands, feet, and comments to yourself</td>
</tr>
<tr>
<td></td>
<td>• Respect the school and other people’s property</td>
<td>• Follow the dress code</td>
<td></td>
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<td></td>
<td></td>
<td>• Represent Lindbergh Middle School well</td>
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</tbody>
</table>
LINDBERGH'S

ANTI-BULLYING RULES:

1. We will not bully others.

2. We will help students who are bullied.

3. We will include students who are left out.

4. If we know that somebody is being bullied we will tell an adult at school and an adult at home.
At Lindbergh Middle School, students are expected to be leaders. Leaders are:

- always putting **Learning first**
- **E**ngaged in tasks
- speaking with their **A**ctions
- choosing to **D**o their best
- **E**ager to help with anything
- having **R**espect for themselves and others,
- **S**howing kindness to everyone.

**Be Proactive** – Take responsibility for yourself

- **Students are to arrive at school between 7:15-7:23.** 5th and 6th grade students are to come around the building to the 5th/6th grade playground and wait for the bell that allows them to enter the building. 7th and 8th grade students are to enter the building through the gym foyer. All students should enter with hats and hoods off and electronics off and out of sight.
- **Students must** be in their assigned seat by **7:30 a.m.** or they will be marked tardy.
- If your child is going to be absent please call the office as soon as possible and make arrangements to get your child’s missing work.
- Sign up for Family Access so that you can have constant access to your child’s performance here at school.
- If your personal information changes throughout the year, notify the office as soon as possible in case of emergencies.
- Students are to come to class each day with all of the supplies needed for each class.

**Begin with the End in Mind** – Look to the future and think about what you want to be

- Being on time to school and each class ensures your child does not miss any important information.
- Showing respect to all staff members and fellow students helps create a peaceful learning environment.
- Completing all in class and homework assignments will help students to become the best student and citizen they can be.
Put First Things First – Make wise choices with your time

- Talk with your student about how to plan ahead and manage their time. If a test is coming up, talk to them about how they can study a little each night so they won’t have to cram at the last minute and run out of time.
- If you don’t make time now, when will you have time to make it up?
- Students are allowed 2 days for every day they are absent from school to make up their work.
- It is the student’s responsibility to request work when absent.
- Remote Learning assignments will be posted online. If your child is absent the day before, you and your child are responsible for getting and completing the missing work.

Think Win Win – Share success with everyone instead of standing on others to get to the top!

- As a student, I will do nothing to distract another student from learning.
- I will show good sportsmanship when participating in any type of game.
- I will help someone to be the best that they can be.
- I will keep promises made to my principal, teachers, and fellow students.
- I will lead by example to make a peaceful learning environment in my classroom when my class has a substitute instructor.
- I will be a good citizen when I am on a field trip representing Lindbergh Middle School in the community.

Seek First to Understand, Then to Be Understood – Pay attention when someone else is talking

- I will resolve conflict in constructive ways.
- I will be open-minded, making eye contact and staying focused.
- I will listen to the speech and not judge the speaker.
- I will ask questions to clarify.
- I will try to place myself in the other person’s shoes.
- I will listen more than I speak.
- I will show my understanding by responding, “What I hear you say is ....”

Synergize – Work Together to achieve more

- Have a positive attitude toward the group.
- Consider all ideas and offer suggestions and new ideas.
- Show respect for all group members, for the project and the materials.
- Help members who ask for help.
Sharpen the Saw – Refresh yourself by renewing your body, brain, heart and soul

- Lindbergh offers many after school clubs and activities. Find something that interests you or try something new.

- **Birthday Treats**
  - Birthday treats will not be passed out at Lindbergh Middle School.

- **Cell Phones**
  - At Lindbergh Middle School off and out of sight means turned off and locked away safely in your locker.
  - All cell phones are to be off from door to door (7:30-2:30). If parents need to reach their child they may contact the front office.
  - Cell phones should not be taken on field trips as they fall during school hours.
  - Cell phones that are out of lockers during the school day will have to be picked up in the office at the end of the day.

- **Water Bottles**
  - Due to being a 1:1 computer school, we are not allowing water bottles in the classroom to protect your child and other children’s technology. Drinking fountains are located in all hallways.