

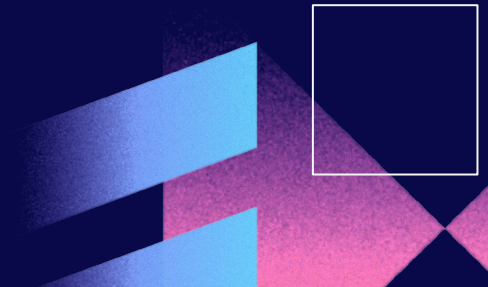
# PTMS Student Expectations

2024-2025



# What to Expect

- Our Goal / Introductions
- Message from the Counseling Department
- How to Succeed at PTMS
- Things to Look Forward To!



The background is a dark blue gradient with various colorful geometric shapes. In the top left, there are two cyan triangles pointing up, with a white circle overlapping them. To the right, there are overlapping circles in shades of red, pink, and cyan. In the bottom left, there are overlapping triangles in shades of red, pink, and cyan, with a white square overlapping them. In the bottom right, there are overlapping shapes in shades of red, pink, and cyan, including a large 'X' shape and a circle. A white triangle is also visible on the right side.

# Goal & Introductions

# Our Goal:

To keep you **safe** and **healthy**  
so that you can focus  
on **learning** and **enjoying**  
your middle school experience



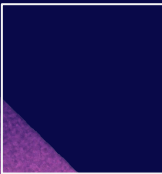
# Who's Who in Administration:



Dr. Wild  
Principal



Dr. Hake  
Assistant Principal



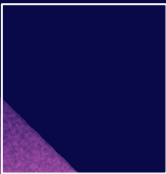
# Who's Who in Administration:



Ms. Vetha  
Administrative  
Assistant



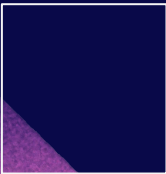
Mrs. Graciano  
Administrative  
Assistant



# Who's Who in Attendance:



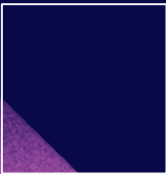
Mrs. Williams  
Attendance Secretary



# Who's Who in the Health Office:

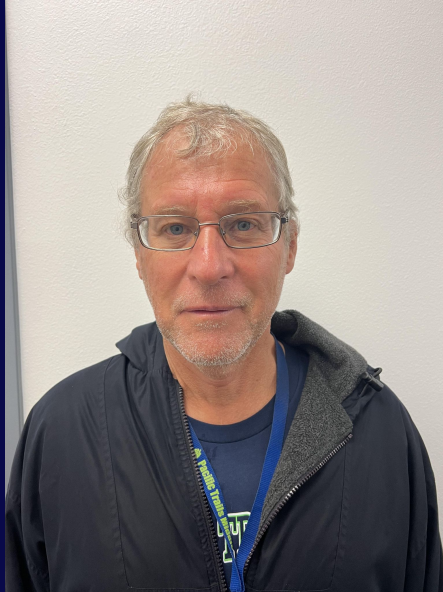


Ms. Cortney  
Health Technician

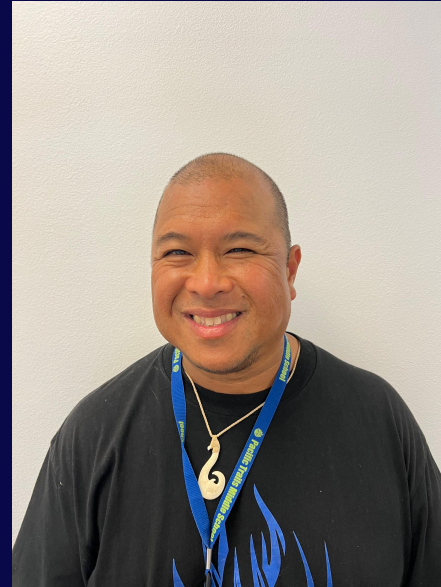




# Who's Who in Campus Security?

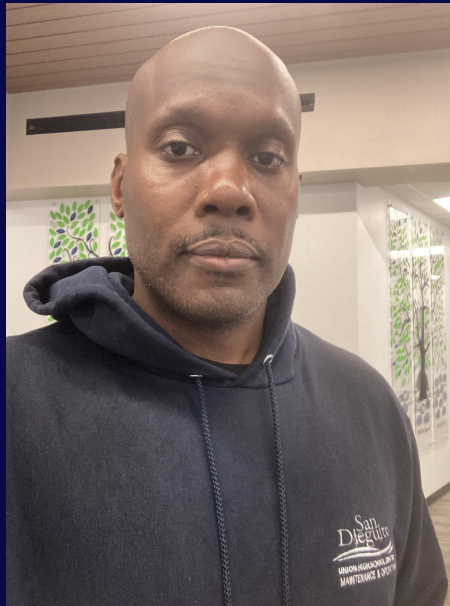


Mr. Louis  
Campus Supervisor

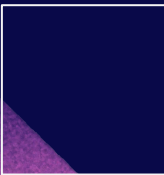


Mr. Don  
Campus Supervisor

# Who's Who in Custodial/Maintenance?



Mr. Lamarr  
Plant Lead



# Who's Who in Counseling:



Mrs. Curry  
A-LI



Mrs. Anderson  
Lo-Z  
All Multilingual Learner (ML)  
Students

# Who's Who in Counseling:



Mrs. Darrian  
Counseling Secretary

# How to See Your Counselor

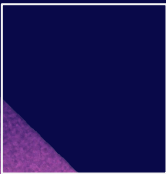
**YOUR  
COUNSELORS  
ARE HERE FOR  
YOU!!**

TO ACCESS THE COUNSELING REQUEST  
FORM:  
-SCAN THE QR CODE BELOW  
-GO TO THE PTMS COUNSELING WEBSITE

\*IF THIS IS AN EMERGENCY, PLEASE  
GO TO THE COUNSELING OFFICE



- Visit the counseling office before school, during break, lunch or after school
- Ms. Darrian, our Counseling Secretary, can schedule a time for us to meet if we are not available
- Email your counselor to schedule a time to meet
- Fill out the “Counseling Request” form and your counselor will send a pass for you
- If there is an emergency, ask any staff member to come to the counseling office

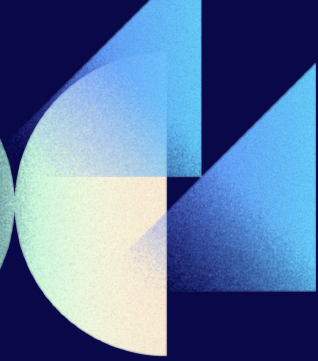


# CONFIDENTIALITY

WHAT YOU SAY IN HERE STAYS HERE UNLESS...

- SOMEONE IS HURTING YOU
- YOU WANT TO HURT SOMEONE
- YOU WANT TO HURT YOURSELF
- YOU GIVE ME PERMISSION TO SHARE WITH A TRUSTED ADULT

# Where can I get help if I need support?



## Counselor

- Concern about academics, grades, or classes
- Concerned about a friend
- Issues in a social setting (your friends or people around you)
- Want to talk about an issue outside of school that's impacting your education
- Feeling sad, anxious, or upset

## Assistant Principal

- Reporting a concern with another person on campus, either student or adult
- Anything!

You will fill out a confidential incident report with the AP that can be used to begin an investigation.

## Teacher/Staff

- Concern about grade in class
- Concern about another student in class
- Need help finding an adult to report something to



# How to Succeed at PTMS

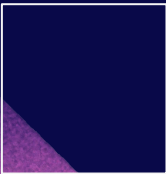


# We are ONE PACK



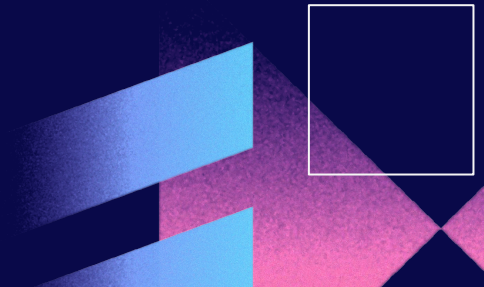
“For the strength of the Pack is the Wolf, and the strength of the Wolf is the Pack.”

— Rudyard Kipling,  
The Jungle Book



# Family Handbook

- Describes all school rules and policies
- Located on the PTMS website / [linked here](#)



# Student Attendance



## Tardies

- Be in your class ready to learn when the bell rings
- 3 tardies = detention on Wednesday after school
- No shows to detention automatically receive parent conference

## Absences

- Parents/Guardians need to call in an absence to Attendance Desk
- You need to check in and out through the Attendance Desk
- If you are sick, go to the Health Office and they can call home

## Truancy

- When an absence is not cleared/justified by a parent/guardian
- When you are unaccounted for in class, i.e., you leave class or campus without permission (called “ditching” or “cutting class”)

# Bikes, Scooters, Skateboards

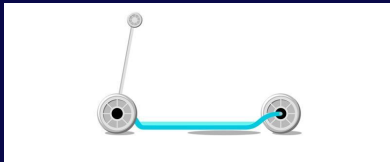
Walk bikes, scooters, and skateboards on campus at all times

Helmets are required for the rider and passenger(s)

Lock bikes, scooters, and skateboards

PTMS is not responsible for lost or stolen items.

More information about e-bike/bike rules coming soon!!



# Arriving to / Departing from Campus by Bike



## DO THIS

Follow the green arrow path to arrive at school safely

Walk your bike on the sidewalk once on PTMS campus

Follow all traffic safety laws when riding your bike in the street alongside car traffic (examples: stop signs, cones, lane dividers...)

## DON'T DO THIS

Do not enter Canyon Crest Academy's campus marked by the red X's

Do not ride your bike on the sidewalk anywhere on PTMS campus

Do not ignore traffic safety laws (examples: running stop signs, ignoring cones, staff, or lane dividers...)

# Before and After School Reminders

**\*\*School rules apply before and after school\*\***

## **Supervised After-School Opportunities**

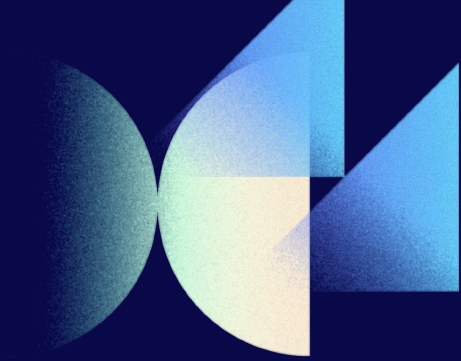
- Academic Power Hour tutoring after school
- Boys & Girls Club sports activities

**Students are un-supervised and discouraged from “hanging out”**

- The Village
- The Pacific Highlands Ranch Recreation Center (park)

# Lunch Reminders

- Lunch Clubs & League are starting soon!
- Students are NOT allowed in B- and C- Buildings
- No running to or cutting lunch lines
- Use the downstairs C-building restrooms during lunch
- No outside food delivery to campus



# Chromebook Contract / Tech Use

## PTMS Chromebook Contract



A school-issued Chromebook is SCHOOL PROPERTY. I understand that district officials have the right and ability to monitor my use of the Internet, including email, and Chromebook activity when using this school-issued device. I also understand that Chromebook use must abide by all terms of the district Acceptable Use of Technology Agreement. When using it, I agree to be responsible, respectful, & safe.

### Responsible

- I will only use the Chromebook as school staff have instructed/permitted me to use it.
- I will not go around applications such as "Go Guardian."
- If a website seems inappropriate or offensive, I will navigate quickly away from it, even if it is not blocked. This includes content that may be considered racist/discriminatory, violent, sexually explicit, or disruptive to the PTMS learning environment.
- I will not allow the Chromebook to distract me and my peers from learning or participating in class.

### Respectful

- I will not use the Chromebook to record (photo or video) others without their consent and my teacher's consent.
- I will use school-appropriate language when doing internet searches and while communicating with other people (Google Docs, Email, Google Chat, etc.).
- I will not touch another student's chromebook or stylus without their permission.

### Safe

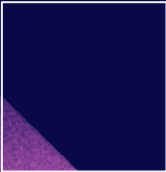
- I will not change any settings, add/remove apps, or download items including games without permission from school staff.
- I will not "hack" into the system to manipulate data of the district or other users.
- I will not share my SDUHSD account, information, or password.
- I will not use any account besides my SDUHSD issued email and account.
- I will not use any alternative sign-in procedures or go around school restrictions.

If I choose not to follow the above expectations, I understand that I may face disciplinary consequences including but not limited to:

- Verbal Warning
- Parent Notification
- 1-Day Loss of Privilege of the School Device
- Behavior Contract / Parent Meeting
- Extended Duration Loss of Privilege of the School Device
- Progressive discipline for defiance/disruption of school officials in their duties including but not limited to suspension from school

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_





# Cell Phone Practices



## Cell Phones

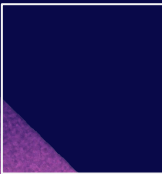
- Cell phones will be TURNED OFF from the first bell to the last bell of the day.
- Cell phones and AirPods will be kept in the student's backpack/bag (not in clothing pockets).
- Cell phone use is not permitted at any time during break, lunch or passing periods.
- Cell phones are not allowed to be used in locker rooms or restrooms at any time. Taking photos or videos in these locations will result in an acceleration of consequences below.

## Air Pods/Ear Buds

- Air pods/Ear buds are not permitted unless it is a documented accommodation for academic purposes.

## Smart Watches

- Students who chose to wear smart watches must have them in "School mode" through the entirety of the school day.
- Students who have smart watches without "School mode" will be asked to put them away.

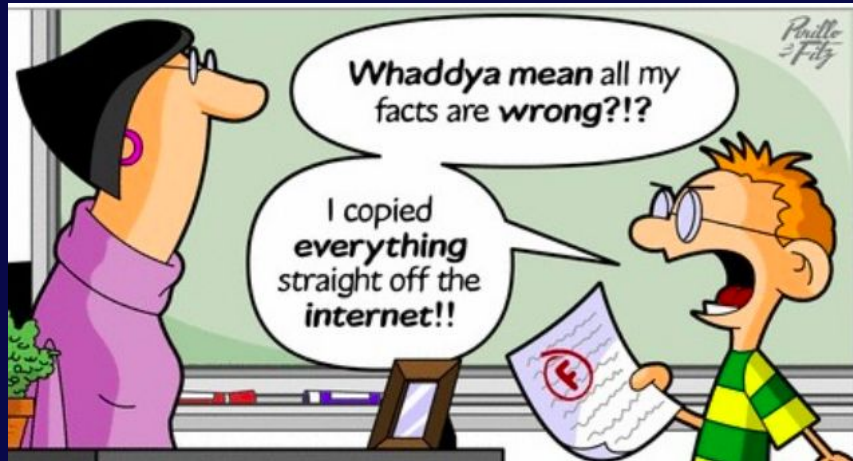


# Academic Honesty

- Cheating on tests
- Fabrication
- Unauthorized collaboration
- Plagiarism
- Alteration of materials
- Theft

## Possible Consequences

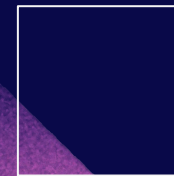
- Zero on the assignment & no opportunity to make-up
- Referral to Assistant Principal for disciplinary action



# Dress Code

- Clothing, jewelry, and personal items (hats, bike helmets, phone cases, binders, stickers, etc.) **may not**:
  - advertise, promote, or glamorize any of the following: drugs, alcohol, tobacco products, violence, gang affiliation, weapons, inappropriate or sexually suggestive language or symbols.
  - degrade or demean any ethnic background, national origin, religious belief, gender, gender orientation, sexual orientation, or disability.
- Clothing **must** be sufficient to conceal undergarments (with the exception of bra straps) and buttocks as well as the majority of the chest and abdomen.
- For safety purposes, shoes must be worn at all times.

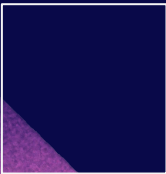
Administration reserves the right to modify the dress code policy as styles change or new safety issues emerge



# What happens if I receive a referral to Administration?

Progressive Discipline Model:

- Warning and Phone Call Home
- Parent Conference
- Detention with restorative/reflective writing assignment
- Restorative Circle/Conversation with another student and/or staff member
- Behavior Contract (academics, behavior, attendance)
- Suspension (1–5 Days)

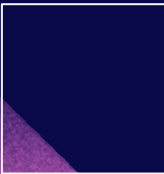


# Loss of Privilege (LOP) List

Both 7th and 8th grade students CAN be put on the LOP list for:

- Receiving referrals to administration
- Defiance or disrespect in the classroom and on campus
- Academic Dishonesty
- Cell phone violations
- Truancies (Leaving class or campus without permission)
- And more!

\*\*Dr. Wild and Dr. Hake have the final say in LOP decisions.



# What is the Bystander Effect?

People are less likely to intervene and help another person when surrounded by other people than if they were alone. People assume another person will intervene. If everyone makes the same assumption, then no one intervenes! This means that we have the responsibility to report concerning behavior when we see it and not wait around for someone else to!

**PACIFIC TRAILS**  
MIDDLE SCHOOL  
2014-15

## The Wolfpack Way to Interrupt Bias

- 1 INTERRUPT**  
Speak up against every biased remark, every time it happens, without exception
  - “I don’t find that funny”
  - “I’m surprised to hear you say that”
  - “Using that term doesn’t help others feel accepted here”
- 2 QUESTION**  
Ask simple, exploratory questions in response to bigoted remarks
  - “Why did you say that?”
  - “Tell me more”
  - “What do you mean by that?”
  - “Did you mean to say something hurtful?”
- 3 EDUCATE**  
Explain why the term or phrase is offensive
  - “Do you know the history of that term?”
  - “Do you know why we do not say that?”
  - “Did you think of the impact of the term on others?”
- 4 ECHO**  
It’s powerful to be the first voice that interrupts bias. It’s powerful on another level to be the echoing voice
  - “Thanks for speaking up. I agree that it is offensive and we shouldn’t use it”

**NO place for HATE**  
Anti-Discrimination League

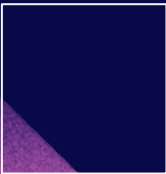
**PACIFIC TRAILS**

# Respectful Language

Use kind and appropriate language that is inclusive of all students on campus.

Harmful and Hateful Language Includes:

- Racist, hateful, profane language
- Language that degrade or demean any ethnic background, national origin, religious belief, gender, gender orientation, sexual orientation, or disability
- Don't use it. Even if you're "joking."
- Report it when you hear it. If you SEE SOMETHING, SAY SOMETHING!



# Respect for Each Other

- Bullying will never be tolerated!
- Bullying can be:
  - physical, verbal, or social
  - On campus
  - Off campus
  - On social media
- Report bullying and concerning behaviors to a trusted adult at school
- Do not be a bystander. If you SEE SOMETHING, SAY SOMETHING

**PACIFIC TRAILS MIDDLE SCHOOL**  
2015

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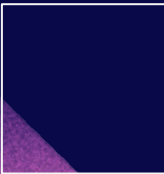
**NO place for HATE**  
Anti-Defamation League

**PACIFIC TRAILS**



# See Something, Say Something: Examples of Concerning Behavior

- Provocative or disturbing social media posts
- Social isolation
- Inappropriate language, including profanity, threats, or hate speech of any kind
- Experiencing or witnessing bullying, harassment, or being picked on for any reason
- Stealing
- Misuse of technology, such as disabling firewall or GoGuardian
- Unexplained changes in a student's personality or behavior

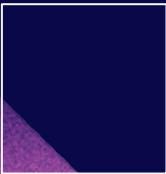


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**Let's Look  
Forward  
to...**

# FUN Things! Learning! Growing!

- Trailblazer awards
- Student Socials
- After School Events (Dances, Holiday Howl, Heritage Night, more!)
- Engaging lessons & activities
- Memories to last a lifetime
- End of year field trip / celebrations
- Lunch League
- Clubs
- Welcome Week (this week)
- Red Ribbon Week
- After school Boys & Girls Club sports
- Therapy Dog visits during Wellness Weeks



Let's have a GREAT  
24-25 school year!  
Go Wolves!

