

Joe Michell an IB World School

What does it mean to be a student
at an International Baccalaureate (IB) School?

Joe Michell is an International Baccalaureate (IB) School, offering two IB programs:
Grades TK-5 Primary Years Program (PYP)
Grades 6-8 Middle Years Program (MYP)

In both programs, students will:

- learn through play, inquiry, and critical thinking
- take assessments judged against clearly outlined criteria
- reflect deeply and frequently on their learning
- develop international-mindedness, and take action as global citizens
- mindfully use their choice, voice, and agency (the capacity to act intentionally)
- learn a second language in a culture where multilingualism is valued
- develop understanding of concepts, skills, and approaches to learning
- demonstrate behavior that shows the IB Attributes (listed below):

Knowledgeable	Reflective	Balanced	Inquirers
Caring	Thinkers	Principled	RiskTakers
OpenMinded	Communicators		

IB Mission Statement: The IB aims to develop inquiring, knowledgeable, and caring young people who help to create a better and more peaceful world through intercultural understanding and respect. At IB schools around the world, students are encouraged to become active, compassionate, lifelong learners who understand that other people, with their differences, can also be right.

Asking Questions, Sharing Concerns

To communicate questions or concerns, please use the following steps:

1. Anytime you have a question or concern, it is best to make the teacher your first point of contact.
2. When possible, the student should speak with the teacher to express their question or concern. Our teachers are always willing to help students.
3. Student or parent may email teachers through School (or the district email: first initial of first name last name@lvjusd.org) or call the teacher at school: 925-647-38.
4. Please allow two workdays for the teacher to respond. If you receive no response, please call the main office and ask to leave a written message for the teacher.
5. Make an appointment to meet in person with the teacher.
6. If the issue is still unresolved after speaking and working with the teacher, call the office to set up an appointment with the Principal or Vice Principal

We are all members of the same team: parents, students, and teachers.

Grades/Report Cards:

Parents are encouraged to use Schoology, our online communication system, to review homework, grades and missing assignments, and to communicate with staff. Progress report grades are updated on Schoology mid-point of each trimester for all students. Student and parents who are concerned about the student's grades are encouraged to contact the teachers and administrators so that plans for student improvement may be made.

Report cards are emailed to the parent(s) at the end of each trimester.

Trimester Awards

Each trimester, students are recognized who demonstrate growth in the IB traits, attitudes and approaches to learning. Below, are the awards given in each trimester:

First Trimester: Students are recognized for demonstrating the following IB Traits:	Second Trimester: Students are recognized for demonstrating the following IB Attitudes:	Third Trimester: Students are recognized for demonstrating the
Balanced	Appreciation	
Caring	Commitment	
Communicator	Confidence	
Inquirer	Cooperation	
Knowledgeable	Creativity	
Thinker	Curiosity	
Open-minded	Empathy	
Principled	Enthusiasm	
Reflective	Independence	
Risktaker	Integrity	
	Respect	
	Tolerance	

Students can expect most teachers to assign homework. Many teachers post their homework daily on Schoology. As a matter of school policy, late work is not accepted unless the student has had an excused absence. In that case, it is the student's responsibility to find out what she/he has missed and to get the work turned in as soon as possible. For every day absent, students have the same number of days to make up work; for example, 2 days absent = 2 days to turn in missing work.

School Hours

Please arrange transportation for your child to reflect the following:

Students should not arrive at school earlier than 15 minutes before their start time, unless they are attending zero period classes or eating breakfast in the cafeteria.

Students should not leave school later than 3:36pm, unless they are inside a classroom or participating in an organized after-school program. After 3:05pm (1:45pm on Wednesdays), students are expected to wait for their parents in front of the school.

As a reminder, school rules apply to students on their way to and from school, even off campus.

Academic Honesty Policy

At Joe Michell, we respect the w

Computer Use

Some of our students' assignments require the use of computers and the internet. Students who use school computers inappropriately may be prohibited from using the school computer systems. Inappropriate use is defined as anything that is not education related. Please refer to Chromebook Policy, Procedures and Information Handbook.

Unacceptable use of the school computer systems by students includes, but is not limited to:

- Sending or posting discriminatory, harassing, or threatening messages or images on the Internet or through the district's email service

- Stealing, using, or disclosing someone else's password without authorization

- Downloading, copying or pirating software and electronic files that are copyrighted or without authorization

- Damaging computers including but not limited to breaking screens or removing keys

- Hacking into unauthorized website

Cell Phone Use

If your student carries an electronic communication device to school, it must be turned off and out of sight during school hours unless instructed by a teacher for educational use in the classroom. This includes AirPods, headphones and Smart Watches (ie: Apple Watch). If a student needs to use a phone, he/she may go to the office and inform the office of the emergency.

At no time are students permitted to use electronic communication devices in violation of relevant State and Federal laws or inappropriately on campus. The use of electronic communication devices to threaten, harass, ridicule, or cyberbully in other ways are prohibited and may result in suspension or expulsion per the policy.

Where to Find

Lost & Found: Red Top hallway, next to the MPR

LVJUSD Website: www.livermoreschools.org

Joe Michell Website: www.livermoreschools.org/michell

Drop Off/Pickup Zone

Parents/guardians are asked to use the drop-off/pick-up lane in front of the school by moving as far forward as possible in the lane. Students needing to cross Elaine Ave should use the crosswalk at the intersection for safety reasons. Please do not use the circle drive to drop off or pick up students; this is reserved for LVJUSD Transportation and child care vans.

Closed Campus

Joe Michell School is a closed campus. Students may not leave the school grounds before dismissal time without checking out through the office. Parents may check out their child in the main office at any time for lunch, medical or other appointments. All visitors must check in at the office and be issued a visitor pass before visiting any part of the school (Penal Code 627.2). Prior arrangements must be made with the principal to visit any classrooms. Student visitors are not allowed.

Attendance:

Associated Student Body (ASB)

The Associated Student Body (ASB) is composed of all students enrolled in the school. Students from the leadership class are elected to represent the ASB. (Please note: our Leadership class takes place after school, during 8th period.) ASB officers and representatives meet regularly to plan activities and discuss school concerns. Some of the activities that ASB officers and the leadership class sponsor include:

- Dances
- Assemblies
- Noontime Activities
- Fundraisers

Library

The library will be open Monday through Friday. The Library Media Specialist is available for assistance. Students are responsible for all materials they check out. Lost or damaged books must be paid for at their replacement cost. The technology use agreement applies to students' use of the library computers and also for use of the internet. Students need their student ID to check out books, including textbooks. All other books (not textbooks) may be borrowed for a four week period and may be renewed once. Students who do not conform to the standards of thoughtfulness of others and adhere to the rules of the library will not be permitted to remain in the library. Student yearbooks, promotion activities, and end of the year activities may be withheld until all library books and textbooks are returned at the end of the school year.

Student Activities

Students who are involved with Joe Michell Middle School feel more connected to our school. We encourage students to be part of our Activities Program. These activities require students to be responsible and self disciplined. Students whose behavior shows a lack of these qualities may be excluded from activities.

School Dances

School dances sponsored by the ASB are held throughout the year. Dances are held on Friday evenings. Tickets are sold during the week at lunch time with a current year ID card. Students who plan on attending the dances at Joe Michell need to be aware of the rules for attending them. Students will not be allowed in if they:

If students behave in an inappropriate way their parents will be contacted and the students will be asked to leave. Students are encouraged to make good choices so that everyone can have a good time. Students are not permitted to leave before the dance ends unless a parent has talked to a administrator, and suitable arrangements have been made for transportation home.

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blacktop areas and must be treated with respect. Failure to comply with their directives will result in a behavioral referral.

Comprehensive School Wellness Policy

The Livermore School District Comprehensive School Wellness Policy BP 5030 incorporates eight components, one of which is Nutrition. Helping kids make Healthy Choices in the meals and snacks they enjoy is our commitment. Our goal is to partner with parents and families in teaching students to make healthy food choices. .2(o)-4-0

BEHAVIOR STANDARDS RESPECT AND RESPONSIBILITIES

As a part of the IB community, all students, staff, parents, and visitors to our school have the right to be respected in an environment free from abusive statements, written or verbal, which in any way degrade their unique qualities, such as ethnicity, culture, heritage, sexuality, physical/mental attributes, or religious beliefs and practices. Such disrespect, intimidation, and abusive language have no place in an educational institution and are not tolerated at Joe Michell School.

DEALING WITH CONFLICT:

How students deal with conflict is one of the most important aspects of learning to get along with others. Conflict is natural, even between friends. Being able to resolve the conflict is a major focus in middle school. There are acceptable and unacceptable ways to resolve conflicts:

Examples of Acceptable Behaviors:

- Talking with others for help
- Asking staff for help
- Asking for an adult conflict manager

Examples of Unacceptable Behaviors:

- Confronting a person in a large group
- Talking about the conflict to people not involved in it (spreading rumors)
- Verbal, physical, or cyber threats to others

Your Feelings are Important

Do not blame yourself. It is easy to question whether you are the problem. But no matter what someone says or does, you should not be ashamed of who you are or what you feel.

Be proud of who you are. No matter what they say, there are wonderful things about you. Keep those in mind instead of the disrespectful messages you get from the people who are bullying you.

Do not be afraid to get help.

PLEASE SIGN & RETURN TO YOUR 1st PERIOD TEACHER