



Kelloggsville Public Schools

September 2024

Phone: 532-1575

Absentee Call-in Phone: 532-7911

"Kelloggsville Public Schools will embrace and model a community that values diversity, learning, caring, and respect."

Middle School Monthly

Kelloggsville Middle School

4650 South Division

Kentwood, Michigan 49548

News From the Principal

Welcome back to Kelloggsville Middle School. We wanted to remind you of the flow with our parking lot. Most of you have already noticed the configuration of the parking lot. This is to help with traffic flow. The purpose is to force all cars to turn right once approaching our building. You can exit going toward 48th St. from the south side of the parking lot or from the Division St. exit on the west side of the parking lot. There are two lanes that wrap around the parking lot with the right side being for drop off and pick up. The left lane is for thru traffic that needs to keep moving. You may also park in a parking spot in the South and West parking lots, where your child can walk to your car. That way, you don't have to wait in line to exit. Have a great year at KMS.

Assistant Principal

Welcome back! We are excited to welcome our new and returning families to the 2024-25 school year. As a staff we are looking forward to partnering with students and families to ensure that every student is successful at Kelloggsville Middle School. In the coming weeks there will be several opportunities to participate in school events. Please save the date for Friday, September 13, 2024 from 4:30-7:00 and join us for the Kelloggsville Community Celebration. Throughout the year refer to the district website and social media for more updates.

Dress Code:

Student dress is primarily the responsibility of the student and their parent or guardian.

However, the building administrators reserve the right to send a student home whose clothing is a disruption to the educational program. All sleeveless shirts must have a strap width of three fingers to be acceptable. See-through tops, shirts that represent gang colors, as well as shirts with sayings or pictures concerning alcohol, drugs, or sexual content is not acceptable. Head coverings of any kind are not permitted in school. Dresses, skirts, or shorts must be at least fingertip length. NO outdoor vests, "crop tops", or exposed undergarments will be permitted. Sagging pants will not be tolerated. Skin tight clothing is inappropriate for school, leggings and yoga pants can be worn as long as they are covered with a dress, skirt, shorts, or top that is long enough to cover their behind (front and back). If a student continually has a problem with dress code infractions, they will be referred to the building administrator for further disciplinary action.

Attendance Policy

All children between the ages of six and sixteen are required by the State of Michigan to attend school. It is the duty of the parent(s)/guardian(s) to see that your student is in school and on time every day. Failure to attend, except for

lawful reasons, is considered truancy and is subject to legal action. The responsibility of the school is to provide instruction and to inform parent(s)/guardian(s) and proper authorities of absence from class or school.

Please call the absentee line at 532-7911 or the main office at 532-1575 before 10 a.m. to excuse your child on the day they will be absent.

1. Absences

The following guidelines apply to all absences (except school-related):

A. Prearranged

B. Excused

C. Unexcused

2. Prearranged Absences

Students who know that they will be absent for three (3) or more days should make arrangements prior to their absences. Students must make arrangements with each teacher for any assignments due while the student is gone.

Any test given during the absence must be made up within two calendar days of the return to school. Students will

have additional time if work is unavailable prior to pre-arranged absence. Make up work must be completed in

accordance with the classroom teacher and completed outside the scheduled class time.

3. Notification Procedure

After every unexcused absence, contact will be made to student's home notifying the guardian of the absence.

4. Tardy Policy

Students will be considered tardy when they are not in class at the start of a class period.

*Note: If a student arrives to class more than 10 minutes late, he or she will be considered absent.

5. Unexcused Absence vs. Excused Absence

An Unexcused absence will result when a parent or guardian does not phone (or present a note) excusing the student

within 48 hours of the absence. It is the responsibility of the student following an excused absence to meet with

each teacher regarding his/her make-up work within 48 hours of the student's return. Students will not have the

opportunity to make up any work assigned during an Unexcused absence.

* Please note both Unexcused and Excused absences are taken into account during the Truancy process.

6. Verified Absence Parent or legal guardian has called and notified the attendance office while also providing a note within 24 hours verifying the student was not at school with parental acknowledgement. A verified absence is typically one of the

following but not limited to: attendance of funeral, doctor appointment, required court appearance, etc...

7. Leaving Class Without Approval Students may not leave a class without written permission from the teacher.

Consequence: The student will be marked unexcused and the matter will be referred to the administration for appropriate discipline.

8. Arriving Late School starts at 7:40am, Students who arrive after must sign in at the Main Office to obtain a pass before going to class. After obtaining a pass, students must

report immediately to class. Students found skipping class may receive additional consequences for not reporting to his/her assigned class. Being late to school counts towards the students overall absent count and the Truancy process.

9. Sign Out If, for any reason, a student needs to leave the building during the school day, he/she must sign out in the Main Office. The parent/guardian/designee* must come into the Main Office, show the proper identification and sign the student out. If the student returns before school is out, they must report to the Main Office and sign back in before going back to class.

* Designee - Only those persons stipulated by the parent/guardian may sign out a child. No child will be able to leave with an adult who is not designated by the parent/guardian. This designation is stated on the student enrollment form.

10. Illness Students who become ill in school and do not report to class should immediately report to the office. The student will be attended to and the parent/guardian will be notified.

Discipline System

The key ingredient of the system is a discipline rubric. The discipline rubric is a set of consequences that are consistent, predictable, inevitable, and escalating. The rubric is fair and consistent for every student. This approach teaches the students that they are responsible for their behavior and will aid the students in making positive choices. Please refer to the handbook for a copy of the rubric. To continually help students make the right choices during school, our handbook includes a process called

restorative justice. Restorative justice is a process by which students talk about the issue at hand and take steps towards ending the conflict.

The staff of KMS is committed to keeping our school safe and will use every strategy known to help your student solve social issues and educate students on behavior expectations.

Counseling News

Emily Tuttle and Laura Kuperus are the KMS School Counselors. The School Counselors are here to support all students through individual meetings, groups, classroom lessons and referrals for higher levels of support when needed. If you have concerns about your student's academics, mental health, or anything else, please feel free to contact them for support!

Positive Reward Programs

Positive reward programs are an incentive to develop positive behavior from our middle school students. These rewards will be made available to all students who exhibit good behavior and are not on social or academic probation (no more than 2 E's). Some of these positive reward programs are school day rewards, PRIDE cart and assemblies.

Kelloggsville Community Celebration

The annual Kelloggsville Community Pride Festival will be held Friday, September 13th on the Middle School grounds from 4:30 to 7:00 p.m. followed by the home football game at 7:00 p.m. Food and fun activities for all!

Athletic Passes

Kelloggsville Middle School will be selling home game passes for students and adults. Each pass can be used up to 10 times and at each event the card will receive a punch. Student passes will be \$10.00 (\$1 an event) and adult

passes will be \$20.00 (\$2 an event). Regular entry fee for students and adults is \$5.00 for each event. Please stop by the MS office to pick up your pass (cash only please).

Upcoming Dates

9/13	Community Pride 4:30 to 7:00
9/26	Sports Pictures
10/7	Picture Retakes