

2015-2016
Lois S. Hornsby Middle School
Student Handbook



THE PURPOSE OF THIS HANDBOOK IS TO PROVIDE THE STUDENT GUIDANCE AND STRUCTURE THROUGHOUT THE SCHOOL YEAR. INFORMATION REGARDING EXPECTATIONS FOR STUDENT, STAFF, ADMINISTRATION, AND FAMILIES IS INCLUDED IN ORDER TO FULFILL OUR MISSION. IT IS IMPORTANT TO REVIEW THE HANDBOOK PERIODICALLY IN ORDER TO REMEMBER AND FOLLOW THE RULES AND EXPECTATIONS HELD BY THE SCHOOL.

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WELCOME FROM THE PRINCIPAL AND ASSISTANT PRINCIPAL 2015

Dear Hornsby Families:

On behalf of the faculty and staff of Lois S. Hornsby Middle School, we would like to welcome you to our school. The staff at LHMS is honored to work with you and your child to achieve success academically, behaviorally, and socially. We wish you the best as you embark upon a new year at Hornsby. The success of each child is important to us. In partnership with our families we hope to work together in the best interest of the child to become a lifelong learner, independent thinker, and a responsible citizen.

Virginia law and Williamsburg-James City County School Board Policy require parents and guardians to review the school board discipline policy with their child. It also requires parents and the child to sign the "Documentation of Student Discipline Rules". Please review this document throughout the year.

We believe in the power of communication between the school and home. We also welcome all parents and guardians to visit Hornsby Middle School. Please contact the main office for an appointment to visit. We invite parents, guardians, and students to become actively involved in the school. We encourage families to join the PTSA. Feel free to come enjoy various concerts, stage productions, athletic events, dances, back to school night, and more.

This student handbook serves to keep you informed regarding school expectations, policies, and procedures. The intention of the student handbook is to address your concerns, however, should you have any questions feel free to contact the school at 565-9400 or visit the school website for additional information at <http://wjccschools.org/web/hms/>. We look forward to working with you this year and making your child's experience at Hornsby Middle School one which is challenging, exciting, and valuable.

Sincerely,

Jessica Ellison, Ph.D
Principal

Mia Pollard, M.Ed.
Assistant Principal

WJCC MISSION STATEMENT

WJCC provides each and every student with the knowledge, skills and values to be a lifelong learner, communicate, think critically, work and live productively, and contribute constructively to the lives of others. WJCC is committed to providing the variety of programs necessary to address the range of students' interests and needs as they grow academically, socially and emotionally.

LOIS S. HORNSBY MIDDLE SCHOOL MISSION STATEMENT

Hornsby Middle School is supported by community, parents, and teachers as a consistently respectful, compassionate school and a place where all can find caring relationships that enable students to be academically, behaviorally, and socially successful.

WJCC Vision

Pursuing excellence and championing the success of all students.

LOIS S. HORNSBY MIDDLE SCHOOL VISION STATEMENT

Hope, Engagement, Well-Being...

All Hornsby students will be engaged in and enthusiastic about school.

All students will be skilled at goal-directed thinking.

All students will be well positioned for academic success.

HAWKS EXPECTATIONS

Lois S. Hornsby Middle School encourages and supports students to follow a set of personal characteristics. These personal qualities are exemplified by our Hawks' ability to SOAR.

- **Safe**
- **Organized**
- **Accountable**
- **Respectful**

Hornsby Middle School Honor Code Pledge

I am a Hornsby Hawk.

I will rise above any storm
And soar to meet any challenge.

I can be:

Safe, Organized, Accountable, and Respectful.

In this, I will succeed.

Together, we will SOAR.

STUDENT CONDUCT

Student Conduct Philosophy

Good discipline is important to create a school environment conducive to learning. Self-discipline is also important to prepare students for responsible adult citizenship by helping them to develop self-respect, positive regard for others, and an understanding of how to develop and accomplish worthwhile goals in a democratic way. Our goal is to have a productive learning environment for all students. Expectations and consequences are established for students to practice self-discipline with responsible independence as the ultimate objective.

Warmth, friendship, patience, kindness, and respect characterize the prevailing tone we wish to maintain. When we work in an environment of trust, integrity, and honesty – true learning may occur.

Our discipline/conduct policy has been established so that each student, parent, teacher, and staff member can understand his or her role in this cooperative endeavor. Parents have the right to expect that LHMS does everything possible to ensure a safe learning environment. Students must understand that it is the faculty's responsibility, not the student's responsibility, to discipline a student who displays physical aggression. To this end, any student who decides to settle a problem by hitting or fighting may be suspended from school. A student who hits others may be suspended, even if another student hit him or her first. We believe it is illogical to expect students to learn in an atmosphere that is not safe or in which students feel threatened.

SOAR is the name we give our school's Positive Behavior Support system. Students are taught expected behaviors for the various locations throughout the building and are recognized when they meet those expectations. While a portion of the program involves redemption of their "wings" for items in our raffle, or special privileges, we continue to stress the importance of being Safe, Organized, Accountable, and Respectful throughout our day, everywhere in the school.

Even though cell phones serve as a primary means of communication, to include accessing social networking sites, using a cell phone during the school day is not permitted as it is disruptive to the instructional day. Although students have the privilege of possessing a portable communication device while attending school, use of these devices is only permitted before and after the instructional day. These devices must remain off for the entire school day.

LHMS students are expected to be respectful and considerate of others. The student, and the student alone, is responsible for his/her behavior. You have control over how you apply yourself to your school work and the friends you make. Make those choices wisely.

General Behavioral Expectations

Students are expected to be familiar with the list of infractions in the booklet on Student Rights and Responsibilities.

1. Safety is the first priority of LHMS. On the bus, appropriate conduct is necessary to ensure the safety of students and the driver. Inappropriate behavior will result in suspension and/or expulsion from the bus. Riding the bus is a privilege.
2. Students are expected to respond to adults in an appropriate manner. Students are expected to comply with all staff's directions in a respectful manner and tone.
3. Every student has a right to a safe school environment. Each student is expected to behave in a safe manner. If you should ever feel unsafe at any time, please tell any adult in your school or at home.
4. Students are expected to walk quietly and in mature manner through the hallways without running, pushing, or making loud or excessive noise. The school is to be respected as a scholarly setting.
5. Students are expected to respect the individual space of others and to keep their words positive toward other students. Students are discouraged from pushing, shoving, or demonstrating any type of horseplay.
6. Students are not permitted to leave school grounds during the school day unless signed out by a parent/guardian.
7. Bullying is not tolerated. Respect for all is expected at all times.
8. Students are NOT allowed to use any personal electronic devices in the building without direct permission from a staff member. Electronic devices will be confiscated if they are not turned off and secured in a locker or on their person. These items should be left out of view from any and all persons.
9. Students are to maintain an appropriate voice level in the hallways during times of transition.
10. Students are to be out of the school building and off school grounds by 3:15 pm unless attending a school-sponsored activity under the supervision of a teacher/sponsor and/or an administrator.
11. Students are required to bring an independent reading book to all classes and to carry their planner with them at all times. Planner pages are not allowed to be torn out as they are documentation of previous notes home and assignments.
12. Students are required to dress each day for physical education class unless they have a written statement from a doctor excluding them from participation.
13. Students are expected to learn and obey rules established by individual teachers as they apply to their classrooms. It is the responsibility of the teacher to communicate and enforce the rules of the classroom and the responsibility of the student to comply with them.
14. The student is responsible for his/her actions. All actions we take have consequences. Part of becoming a responsible citizen is to understand the impact of what we do. The student is expected to fulfill his/her obligations.
15. Planners must be used to travel hallways during class and to enter the library. Students must have signed passes in the planner when traveling through the building. It is the teacher's responsibility to provide the student with documentation and to monitor student movement throughout the school.
16. During attendance at school dances, students are to remain in the dance area until its completion unless they are leaving the dance with their parent(s)/guardian(s). Students are not allowed to bring guests unless they have written permission at least 2 days prior to the dance.

Consequences for Failure to Meet Expectations

The faculty and staff of Lois Hornsby Middle School will make every effort to ensure a safe and engaging learning environment for all students. While we are committed to having high expectations and supporting our students in positive pursuit of that goal, consequences for obvious misbehavior may be employed as we seek to maintain the proper environment. In considering appropriate consequences for misconduct, the frequency and severity of the misbehavior will be considered. These consequences may include, but not be limited to:

1. Verbal warning, redirection, or relocation within the learning setting.
2. Communication with parents/guardians verbally or in writing, in an attempt to enlist assistance from the home to reinforce the positive behaviors expected.
3. A short-term assignment to the grade-level team leader or the Extended Teaching Room (ETR) for reflection and possible resolution may prove beneficial. Repeated need for this step may result in more serious consequences.
4. A referral to the building administration may be necessary.
5. A more lengthy assignment to ETR is known as In-School-Suspension. This assignment is serious in nature and has specific requirements/expectations for student participation.

ACADEMICS

Supplies

It is each student's responsibility to have all of the school supplies required for each class daily. Teachers will inform all students in advance of all needed supplies. A general list of school supplies is posted on the school website. A three-inch D-ring binder is required in order to organize all class subjects.

Textbooks

It is the student's responsibility to keep all books in good condition. Students will be charged for all lost or damaged textbooks. If a lost book is found, a refund will be given.

Independent Reading

Students are to carry an independent reading book at all times. The more a learner reads the better reader he/she will become.

Report Cards and Interims

The schools operate on a nine-week reporting system. Interim reports are distributed the fifth week. Report cards are issued at the end of each grading period. Parent conferences are held upon request of a teacher or parent when necessary.

Organization

Students must be responsible for completing assignments, filling out the planner, and maintaining an organized binder. Time will be given during each class period to assist the child with organization.

ParentVue and StudentVUE

It is the responsibility of the student in partnership with the teacher and his or her family to access and track the progress of his or her grades through WJCCVue. The student is required to use StudentVue to maintain communication with the teacher if absent. If the student does not have access to StudentVue when absent, he or she is required to contact teacher through email or phone. Students and parents/guardians will be assigned individual activation codes. Only one code per parent is needed to provide access to all of your family's children enrolled in WJCC schools.

**Lois Hornsby Middle School Dress Code
2015-2016**

The responsibility for the appearance of the students in WJCC Schools rests with student and his or her family. It is important to dress for success. Attire cannot be disruptive to the school environment, must comply with the health code of the Commonwealth of Virginia, and may not interfere with the educational process or pose a threat to the safety of the student or those about him or her.

Student dress will reflect positively on the student, school, and learning environment, and should ultimately reflect standards of dress in the workplace at large. The faculty of Hornsby Middle School strongly encourages appropriate dress that reflects the academic standards for which we strive.

School administrators and faculty reserve the right to make decisions concerning questionable and inappropriate school attire. If contacted by school administration, parents may be summoned to school to provide acceptable clothing. Students unable to correct their dress may be placed in an alternative educational setting for the remainder of the day. Repeat violations of the dress code will result in further consequences. Violations will be monitored.

The following is the minimum standard dress code in effect for all school related activities unless otherwise specified by the administration. If the student is in doubt about the attire's appropriateness, he or she should not wear it.

The following dress code will be in effect for the 2015-2016 school year

- | | | |
|--|---|---|
| 1. Hygiene is important in school and should be attended to daily. | shorts have a cut up on the side this must be finger-tip length. | light jackets may be worn during the day. |
| 2. Clothing/accessories bearing obscene, offensive, profane, negative, suggestive, or abusive statements or images will not be permitted. | 7. Any shirts must have a strap at least 2 inches wide. The width of a standard credit card or driver's licenses. | 15. Sleepwear (pajamas/slippers) is not allowed. |
| 3. Clothing that is torn, ripped, frayed, slashed, or made to appear as such may not be worn. Ripped or torn pants are not allowed. | 8. Muscle T's, spaghetti straps, strapless tops, mesh weave, fishnet, sheer and see-through clothing, crop tops, and the like are not allowed. | 16. Students may not wear the hoods of hooded sweatshirts on their heads. Students may be asked to remove the sweatshirt if this occurs in the school building. |
| 4. Clothing must not advertise/advocate/promote activities illegal to minors. | 9. Bandanas may not be worn or adorned in any fashion. | 17. Backpacks must be placed inside the students locker during the school day. Small bags may ONLY be carried to PE class. |
| 5. Pants must be worn at the waistline. Sagging is not permitted. Wearing a belt is preferred. Students will be asked to tuck in their shirt or have pants cinched if sagging becomes a distraction. | 10. Hats or any headwear, including do-rags and sunglasses must be removed prior to entering the building. | 18. All undergarments must remain properly under the appropriate cover or clothing and, therefore, no straps from undergarments shall be visible. |
| 6. Shorts/skorts/dresses/skirts must be no shorter than the length of a students finger-tips with the article of clothing worn at the waist, their arms fully extended and shoulders relaxed. This length must be consistent all the way around the article of clothing. For example, if | 11. Hats may not be worn in the school building. | 19. Clothing or clothing accessories which are form-fitting, suggestive, provocative, disruptive, defamatory, distracting, or revealing are not permitted. |
| | 12. Skin-tight clothing, yoga pants, such as biking shorts, jeggings, leggings, or spandex apparel, is not allowed. | 20. Any clothing, make-up, hairstyle, or manner of appearance that disrupts the educational process will not be allowed. |
| | 13. Clothing that shows midriff, buttocks, or excessive cleavage is prohibited. | |
| | 14. Coats are not to be worn inside the building during the school day. Coats must be put into the lockers upon arrival at school. Sweaters and | |

Students violating the dress code will be requested to correct their dress immediately. If unable to do so the administration will authorize the student to call his/her parent/guardian to arrange for a change of clothing. Students unable to correct their dress may be placed in an alternative educational setting for the remainder of the day. Repeat violations will be cause for additional consequences.

SCHEDULE/ATTENDANCE INFORMATION

Regular attendance in school is essential for a quality education. Daily attendance helps students feel more closely associated with their classmates and improves their educational progress. The time missed from class results in loss of valuable educational experiences. Make 100% attendance a goal for this year. We want students to come to school every day.

Regular School Schedule

Students are dismissed from the cafeteria and the buses at 7:50 a.m. ***Students should arrive no earlier than 7:30 a.m. Students arriving between 7:30 a.m. and 7:50 a.m. must report to the cafeteria.*** The school classrooms and hallways will not be open to students before 7:50 a.m. **Students are dismissed at 3:05 p.m. after the announcements.**

School Tardiness

A student is considered tardy at 8:05 a.m. and must report to the office before going to class. Repeated tardiness will be regarded as a serious problem which may result in action involving the administration, school social worker, and parents.

Early Dismissal (any time before 2:45 p.m.)

Parents must sign students out in the main office, at which time the student will be called from class. Parents are to remain in the front office or foyer until the student arrives. Students may NOT be picked up from school by individuals who have not been approved by the parent in writing. Students will not be called from class after 2:45 p.m. Parents must wait for regular dismissal if arriving after 2:45 pm in order to protect the instructional time at the end of the day.

Regular Release Time (3:05)

Parents must arrive no later than 2:55 p.m. for their child to be placed on the end-of-day announcements. Students will be called during the end-of-day announcements for dismissal. Parents may remain in the office, outside, or cafeteria to wait for their child. Students will sign out in the cafeteria after dismissal and be allowed to leave the building to meet their parent(s)/guardians(s).

Absences

Parents/guardians are to call the attendance associate on the morning of an absence. Excused absences include: illness, death in one's family, quarantine, pre-arranged family trips, power outage, natural disasters, school sanctioned field trips, and court appearances. It is the responsibility of the student to present evidence of an excused absence on the day the student returns to school. Attendance is an important part of being a successful student. When you miss instruction, it is difficult to make up the work. ***It is the student's responsibility to obtain make-up work from the teachers on the day of return.***

Student Passes

Whenever individual students are sent from a classroom for any purpose, they must have written permission from their teacher in the form of a hall pass.

Extended Absences

If the student is planning to be absent 2 or more days, a request must be pre-approved by the principal. A note from the parent/guardian must be sent to the attendance associate in the main office two weeks prior to absence. It is the responsibility of the student to confer with all teachers following an absence to complete any work that has been missed.

Make-up Work

Parents may request homework for their child if the child is absent more than 2 or more consecutive days by calling the *guidance office at 565-9438*. Requests for homework will be processed within 24 hours. Make-up work for missed classes will be assigned according to the teachers' expectations. The fax number for guidance is 565-9403.

Drop Off

Students may not be dropped off in the school parking lot unless they are escorted by their parent(s)/guardians(s). Rather, students should be dropped at the curb to the school. All precautions should be made to exit the car quickly and safely in order for the flow of traffic to continue uninterrupted.

Pick Up

Cars may not be left unattended parked along the curb. During dismissal students should be picked up from the curb or parent(s)/guardian(s) may park in the parking lot and wait outside of main school doors or front office to escort their child to the car. Safety is the priority and thus drivers must exercise caution when picking up the student.

TRANSPORTATION

Bus Transportation

All riders should be at their assigned stop on time and prepared to board the bus. All discipline rules and policies govern student behavior on the school buses, at school bus stops, and while walking home. The level of expectation for student behavior rises when students are riding a school bus because of safety issues.

Bus Changes

If a student needs to ride a different bus home after school, the student must bring written permission from a parent or guardian. The student must bring a note to the main office **in the morning** and a secretary will issue a bus note for the bus driver. All bus changes must be in writing and approved prior to dismissal. The note must include a parent contact number so that the note may be verified, if necessary. At the end of the day the student must pick up the pass from the main office to ride home on an alternate bus.

Please notify the school by 2:45 if there is a change in the student's transportation during the school day and the need the student needs to be notified of these changes. The student is responsible for listening to the afternoon announcements.

OTHER INFORMATION

Bathroom

Use the bathroom during assigned bathroom breaks. Respect your teacher and the class by asking to go to the bathroom when direct instruction is not being given. Refrain from using the bathroom routinely during class as bathroom breaks are provided throughout the day.

Technology

Students have the opportunity to use electronic media for purposes of research and learning. Before using the computers the Acceptable Use Policy (AUP) must be read, signed, and returned. The use of the computer resources and the Internet is a privilege, not a right. Inappropriate use or vandalism will result in a loss of these privileges.

Telephone

The telephone is for emergency use only. Students will not be called to the phone except in emergency situations. Messages may be left and may be delivered at certain times during the school day. There are phones in the classrooms in the event that a student needs to make a call after approval from the teacher. Cell phones are NOT allowed to be used during the school day to call parents. Please make arrangements with your child before school with regards to any special arrangements to keep phone calls limited.

Cell Phones

Students may carry cell phones on campus only if they are turned off. Cell phones must be turned off while the student is within the school building. Students may use their cell phones after leaving the school building after dismissal. Cell phones will be confiscated if the student has the cell phone on or if a student uses their cell phone during the school day. The parent will be required to retrieve the device at the end of the day. IPODS, MP3 players, portable electronic games and other electronic devices not to be used on the premises prior to 3:15 p.m. without specific permission. The school cannot accept responsibility for personal items.

Lost & Found

All lost and found items can be claimed in the main office. After two announcements to check lost and found, unclaimed items are donated to charity.

Student Planner Guidelines

The student planner is designed to help each student become better organized for class, complete assignments with quality and timeliness, and be ready to learn each day at school. The faculty feels that parents need to enforce and support the use of the planner. Develop the habit of writing down all assignments and reviewing and checking when assignments are due. Parents should expect their child to bring this planner home daily to help the student review, plan homework time, and encourage assignment completion. Students should spend approximately 1 to 1½ hours per evening doing schoolwork.

Lockers

Each student is issued a locker for the purpose of storing coats, backpacks, notebooks, books, and other personal items. Lockers are checked periodically to ensure that they are in good condition. Students must pay for any damage to their locker and may lose locker privileges for abuse of lockers.

In order to maintain locker in good working order, students must not:

- Slam or kick locker.
- Fill the locker with items that press against the door.
- Give his/her combination to any other student for any reason.
- Share his/her locker with anyone else, unless assigned by a teacher.
- Write in, mark upon, or otherwise deface the inside or outside of his/her locker.
- Hang, affix, or mount any items in his/her locker with glue or adhesives.

The use of a locker is a privilege. Misuse of a locker can result in a loss of that privilege. Locker breaks are kept to a minimum to ensure continuity of instruction. The more the student is present in class, the more he/she will learn. Since the lockers are school property, the school reserves the right to joint control over the students' lockers including the right to search lockers at any time without prior notice

Parent Teacher Conferences

A parent may request a conference with the child's teachers to discuss academic and/or behavioral progress. Parents may contact the teacher by email, note, or phone in order to set up a meeting time. Fridays during teacher planning times are specifically set aside for parent communication, although we will work within the families schedule to meet.

Middle School Academic Requirements

Athletic eligibility is determined by quarter grades. Students earning more than one failing grade are ineligible. Summer school grades and courses do not replace fourth quarter grades for fall athletic eligibility purposes.

Student Information Changes

Promptly report any changes in student address or contact information to the guidance registrar.

Cafeteria

Students go to the cafeteria with assigned classes. A half-hour is given for lunch. Students are required to abide by the following cafeteria rules:

1. Enter the cafeteria quickly and quietly. Follow staff direction to stand in line or to go directly to a seat and sit down.
2. All food is to be eaten in the cafeteria. Open beverage containers and/or food may not be taken out of the cafeteria.
3. Students are expected to use proper table manners.
4. Students are to remain in their seats during the course of the lunch period.
5. Students are to follow the directions of the cafeteria monitors, servers, and other cafeteria assistants.
6. Students must obtain permission and a pass before leaving the cafeteria for any reason.
7. Students must have a pass from a teacher in order to leave the cafeteria for lunch detention or study hall.
8. Students are to refrain from making or causing loud noises or disruptions.
9. Students must return trays to the clean-up window and throw away trash when directed by cafeteria monitor.
10. Students have an individual and collective responsibility to keep their table and floor area in the cafeteria clean.

STUDENT SERVICES

Our **Counselors** provide individual and small group counseling, conduct classroom guidance activities, work with teachers, assist parents, and coordinate community services. Parents/Guardians may exercise their right to have students not participate (OPT OUT) in guidance and counseling activities by writing a letter to the school's principal.

Our school has a **Child Study Team** composed of administrators, teachers, and resource personnel. The group reviews recommendations from teachers, parents, or administrators concerning students who experience academic, behavioral, or adjustment problems. These teams explore resources to help solve problems that a student is facing.

The **School Social Worker** serves as a liaison between school and home, addressing issues such as attendance, family life, and community resources.

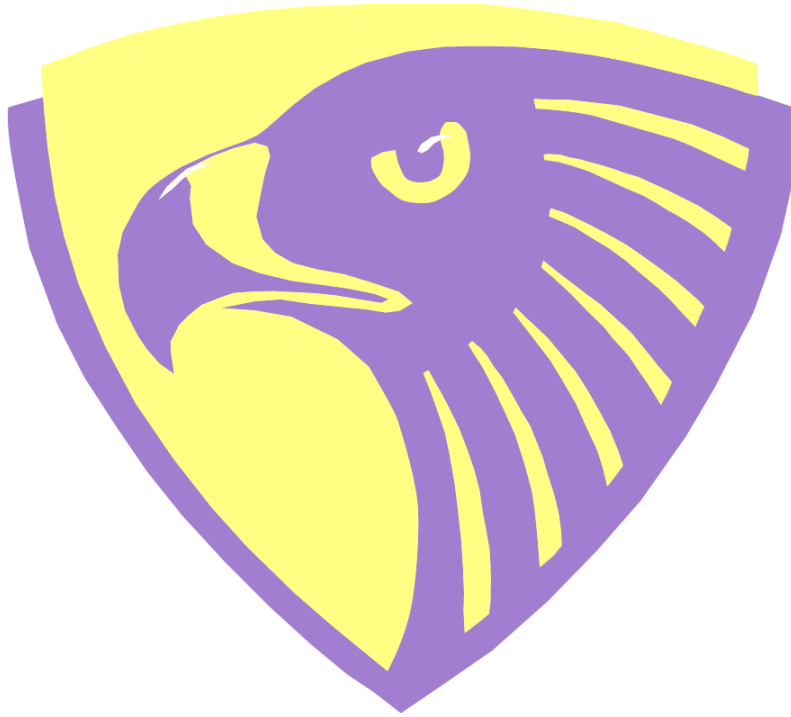
The **Student Advancement Coach** serves students while working with the family in order for the child to achieve success. The resources include close monitoring of student progress and increasing the communication between home and school.

A full-time registered **Nurse** is available to students during the school day. Except in cases of emergency, students must have a pass to visit the clinic. The school nurse reviews immunization admission requirements, implements specialized health care plans, renders first aid, manages medications, provides in-service training, performs required screenings, and serves as a vital link between parents and health care providers. In cases of serious injury, parents are contacted and the student may be sent to the emergency room by emergency medical services. *If your child is taking medication, it is recommended that arrangements be made with the prescribing doctor so that the medicine may be taken before or after school hours if at all possible.* If this is not possible, proper medication permission forms must be completed by the prescribing practitioner and the parent/guardian. In addition, all medications, including over-the-counter (OTC), must be brought in the original pharmacy issued bottle with appropriate labeling or the original unopened container for OTCs. Middle school students may bring prescribed medication to school, provided that they bring the medication directly to the clinic before the start of the school day. Per School Board Policy, medication may not be sent home with student at the end of the school year. The parent/guardian must come to the clinic to retrieve any unused medication. Any medication not picked up at the end of the school year will be appropriately discarded. Students may not possess medication at any time during school hours or activities with the exception of some inhaled asthma medications and auto-injectable epinephrine. Student possession of such emergency medications shall require additional documentation signed by a physician and the parent.



Lois S. Hornsby Middle School – Values of Our Faculty

Community	Inspiration	Professionalism	Compassion
Value the community we serve	Exhibit enthusiasm, energy, and excitement	Be well-prepared and responsible	Recognize and value individual differences and talents
Encourage the student's role in creating a climate of belonging and ownership	Set a positive example and be a role model	Be structured, yet flexible	Make a personal connection with students
Create and continually develop a sense of community in our classrooms and school	Embrace the joy for teaching and learning	Show consistency and be a solid, stable presence	Celebrate diversity
Embrace and integrate our families into our school community	Connect ideas to the lives of students and with other disciplines	Continually reflect in order to be a lifelong learner	Understand the individual student and assist with wants and needs
Create and build partnerships to increase opportunities for students	Maintain high expectations for student learning and behavior	Remain mentally and physically well	Instill self-confidence
Foster and maintain positive relationships within the community to ensure student success	Motivate and engage students to produce high quality work	Create and celebrate the teachable moments	Allow students to try and to learn from mistakes
	Create opportunities for students to desire to work at the highest level	Support, respect, and encourage each other in a collaborative setting	Protect students from adverse consequences for initial failures
	Be a leader within the classroom, school, and community	Respect confidentiality	Create opportunities to form a warm, welcoming, and caring classroom



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