



307 - 328 - 9201

We proudly serve 6th, 7th, & 8th grade students"

### WELCOME TO RAWLINS MIDDLE SCHOOL

FOR THE SHOE

### **OUR MISSION**

To ensure high levels of learning for all.

### OUR VISION

Educating through relationships, relevance, and rigor.

### **OUR PURPOSE**

Inspiring and empowering learners to meet the challenges of tomorrow.



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Dear Students and Families,

We are excited to begin another new school year. Continued growth and improvement comes with much planning, routines and procedures. The guidelines in this handbook are set forth to help students and families be successful within the school, on the field and during other community events. Our purpose as educators is to inspire and empower students to meet the challenges of tomorrow. This is an enormous responsibility that we are ready to accept and thrilled to be part of your educational journey.

Rawlins Middle School is designed both in physical structure as well as systematically to help all students be successful. Demonstrating proficiency in math and reading looks different from student to student. We understand this and we have a multi-tiered approach to assist students in their learning journey. We want all students to learn at high levels and we have high expectations for student engagement and working with our staff to accomplish goals that we agree upon. Together, staff and students work together to master learning outcomes as students progress from unit to unit in each content area. Adhering to the guidelines in this handbook will help all of us reach our goals.

Mrs. Waldrip and I consider the work we do a privilege. It is a pleasure to work with young people everyday and build strong relationships with them. It is our hope that the students and families we work with will continue to strive for excellence as we progress from year to year.

Your Principals,

Ryan Searle Principal Jacinda Waldrip Assistant Principal

Ryan Searle From The Desk of To: RMS FAMILY







Date: November 28th, 2023 1001 EAST BROOKS (307) 328 - 9201

I hope this letter finds everyone well as we come off of Thanksgiving couple weeks off for Christmas Break. We had a very exciting and Break and prepare for the next 4 weeks of school before having a successful first trimester. To highlight a few things at the school:



 Most of our 330 students have a grade point average of 3.0 or higher in all classes

RMS 8th grade football team went undefeated for the second year in a row

8 choir students received invitations to the Washington Northwest Regional Choir event in Spokane

day before Thanksgiving break with some "GaGa Ball" in the gym to head off into Thanksgiving goal is to have 100% of our student body to participate in an extracurricular activity during the 2023/2024 school year. We are well on our way to achieving this goal and we celebrated the currently have 72% of the student body participating in an extracurricular activity. Our school RMS Colts are off to a great start to the Activities season. With Trimester #1 wrapping up we break!

season as one of our runners came in first for every boys race. The boys as a team won 4 of the We have completed cross country, football, volleyball, and will be wrapping up girls basketball undefeated marking consecutive years for the class of 2028 to not lose a game on the football 7 meets and only losing to one 3A team all season. 8th grade football finished another season field. Volleyball competed all season and the 7th grade girls brought home a runner up finish and wrestling on December 7th & 8th respectively. Cross Country had a very successful at the conference tournament.

community in downtown Rawlins. 16 students tried out for the "National Regional Honor Choir the club arena's as well. Art club participated in the annual "Art Beat" event that is put on by the student to do after school 4 days a week. We have Art Club on Mondays. Speech & Debate on " and of those 16 students 8 were accepted to move onto participate in Washington in January activities throughout the month. If you have any questions about all things activities or sports RMS Colts have not only been competing and growing on the competition fields/courts but in email our AD's . Ryan Puckett at rpuckett@crb1.net and Denver Allard at dallard@crb1.net and of 2024. Of the 16 who auditioned they were up against over 300 other auditions (we are very proud of ALL 16 who auditioned)! Our other clubs are alive and well offering something for a various clubs we also have Best Buddies and La Cocina who are meeting and doing various Tuesdays, Magic Club on Wednesdays, and Robotics on Thursdays. To go along with our

they will be happy to answer any questions.

### ATTENDANCE

awesome and we are proud of our students attending so well during the first part of the school year. If your It is our expectation that we have all students attend academic adjustments for your child so they do not school days, please let us know so we can make family is going to be gone for more than a couple averaged an attendance rate of 94,3%! This is school everyday. During the first trimester we miss a beat!

CARBON COUNTY LIBRARY SYSTEM

## **WRAP UP IN READING**

Fill your winter with books and arbon County Library System's participate in the

lanuary 19th 70 Winter Reading Challenge!







## SCHOOL SAFETY

We conducted a safety drill last Friday afternoon where we activated our new application on phones and chromebooks to notify everyone of immediate safety concerns or students/staff in need. The new software allows the entire staff to know who is accounted for and who we need to find and where we are all located in the building. We continue to work closely with Rawlins Police Department and Carbon County Sheriff's Office to ensure safety for all students and staff.

## PICK UP & DROP OFF

Harshman Street and go through the circle in the front of the building by the office. Avoid the bus zone as If you or a family member will be dropping off your child before school, enter the school property from we will have buses entering this area at 8:00AM.

At the end of the day, we ask that you pick up your child in the back parking lot behind the gym as we will have buses in the front near the office picking up students.

# COUNSELING & SOCIAL WORK DEPARTMENT

We are very fortunate to have our counselor Ms. Janessa Murry and our social worker Ms. Marci Conley back with us this year. Ms. Murry works with students on their schedules as well as counseling appointments and other needs as they arise. Ms. Conley helps students with their social/emotional health to better equip them with skills to be safe and successful.

If you would like to communicate with Ms. Murry and Ms. Conley you may email them at: jmurry@crb1.net Janessa Murry

mconley@crb1.net Marci Conley

# RMS SOCIAL MEDIA OUTLET

as Rawlins News and Chatter to ensure that we reach as many parents as we can. Please subscribe to the We will continue to post updates, highlights, information and newsletters to our Facebook page as well RMS Facebook page.

# SCHOOL WIDE INTERVENTION PLAN (SWIP)

We have an academic and behavioral system of support for all students. The purpose of this plan is to show students how they can be most successful at school and also to give staff members the appropriate tools to make the interventions student directed and specific to individual needs.

# SCHOOL NUTRITION DEPARTMENT

We have new prices for meals at the elementary and secondary level: RES breakfast is \$2 and lunch is \$3, RMS/RHS/VHS breakfast is \$2.25 and lunch is \$3.25, Adult breakfast is \$4 and lunch is \$5. Also, we encourage families to fill out the Free/Reduced lunch application by logging into the parent portal on Infinite Campus, click on More, and then click on Meal Benefits for the electronic version. If you have any questions about food service please contact Tami Ratcliffe at tratcliffe@crb1.net.





## — UPCOMING DATES

# DECEMBER Dec. 1st-Dec. 20th- Light Bulb Challenge

Dec. 1st-Dec. 2oth- Light Bulb Challenge
(Mike's Big City Toy Drive Fundraiser)
Dec. 19th- RMS Band/Art Event @ 7 @ FAA
Dec. 21st- RMS Choir/Art Event @ 7 @ FAA
Dec. 22nd- Dodge Ball Assembly & dismissal @ 12:30



### JANUARY

Jan. 1st - WY-TOPP Prep
Jan. 4th - Boys Basketball Practice Begins
Jan. 8th- PD for staff
Jan. 9th- Back to school for students
Jan. 15th- No school for students-Martin Luther King
Day or a Snow Day if we need to use it.
Jan. 18th, 23rd, 24th, 25th- Winter WY-TOPP for RMS





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### 2023-2024 School Calendar

Rawlins Elementary, Rawlins Middle, Rawlins High School and Victory High School

AUGUST '23

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14th-15th New Teacher Orientation 16th-17th Professional Dev. 18th Teacher Workday 21st 1st Day of School

I<sup>st</sup> New Year's Day 2<sup>nd</sup>-7<sup>th</sup> Winter Break 8<sup>th</sup> Professional Dev. 9<sup>th</sup> Back to School 15<sup>th</sup> MLK Day IANUARY '24

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4th Labor Day 18th Professional Dev. 16th Professional Dev. 19th President's Day 23th End of 2nd Trimester

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9th-12th Parent/Teacher Conf. 13th Professional Dev. 16th Fall Break 20th End of 1st Quarter 4th.7th Parent/Teacher Conf. 8th End of 3th Quarter 8th P/T exchange day from 1th sem/snow day make-up #1 25th-29th Spring Break

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22 nd End of 2nd Quarter/1 nd Semester 22 nd ½ Day Students & Staff 23 nd -31 nd Winter Break 27th Memorial Day 30th 1/2 /Last Day of School/End of 4th Quarter/End of 3rd trimester/End of 2nd Semester 31th Teacher Workday

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New Teacher Orientation
Professional Development/Staff Development
First and Last Day of School/Semester
Schools Closed/Holiday
P/T Conf. Exchange ~ No School
End of Quarter (Trimester for RMS)

Student Contact Days	175
Teacher Contract	185



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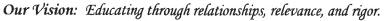
RMS STAFF						
HEAD PRINCIPAL	ASSISTANT PRINCIPAL	<u>SECRETARIES</u>				
Ryan Searle	Jacinda Waldrip	Mayra Reyes- Secretary				
		Alisha Searle- Registar				
ENGLISH LANGUAGE ARTS	<u>MATH</u>					
Hattie Cox	Ivey Bodin	SPECIAL EDUCATION & ESL				
Shelly Ford	Grant Storebo	Marissa Alvarado-Paraprofessional				
Jannie Miller	Robert Fabin	Tina Bixler- Paraprofessional				
Brenda Morgan	Holly Foster (Math SpEd)	Mandy Frakes- Paraprofessional				
Zachary Scholl	Hayden Hohnholt	Dottie Jurgens- Paraprofessional				
Rob Tillotson (ELA SpEd)	Brenda Jaure	Tiffanie Korkow- All content areas				
Jennifer Tillotson	Andrea Maranan	Nohemi Perea- ESL Teacher				
		Jennifer Moore- Speech/Language				
ENRICHMENT	SCIENCE	Maliece Morgan- Paraprofessional				
Frank Arce- PE/Health	Molly Bagley	April Robinson- SpEd Coordinator				
Jamie Chapman- Art	Colton Lewer	Kim Rose- ESL Paraprofessional				
Tyson Dustin- Spanish	Kadelyn Setright	Olivia Roybal- All content areas				
Charli Hetherington- PE/Health		Tera Voss- Life Skills				
Andrew Miller- Choir/Music	SOCIAL STUDIES	Lindsey Schumaker- Psychologist				
Tammy Partlow- STEM	Josephine Andrew	OFFICE STAFF				
Stephanie Trimble- Band/Music	Joel Moline	Marci Conley- Counselor/Social Worker				
	Ryan Schumaker	Janessa Murry- School Counselor				
		Patty Robertson- Nurse				
Building Paraprofessionals	CUSTODIANS	Ryan Puckett- Fundamental Skills/Assistant Activities Director				
Windi Cragoe- Librarian/Media	Lilian Guevara, Samantha Harris	Amber Yardley- SRO				
Tre Espinoza- ISS/Data Specialist	Trinidad Martinez, Yvette Zabala					





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At RMS, our fundamental purpose is student learning. Colt Learning Lab (CLL) is the primary intervention and extension time that provides the opportunity for students to complete work deficiencies and to gain an understanding of the necessary concepts required for mastery of content. Staff are available to assist students in the morning and after school. Students are not to linger in the hallways before or after school.

RMS COLT LEARNING LAB (CLL)							
Monday -Thursday Morning CLL	<ul> <li>Students will receive instruction through academic and behavior interventions.</li> <li>Students will receive instruction through WY-TOPP interventions.</li> </ul>						
Friday Morning CLL	<ul> <li>During Morning CLL students will participate in learning social and emotional skills through Character Strong.</li> <li>This will provide students time for intervention and extension.</li> <li>Students will be assigned a specific location each Friday.</li> <li>All staff will place students' names on the spreadsheet prior to Friday.</li> <li>Students will be informed of where to go during Friday CLL in their Morning CLL class on Friday.</li> </ul>						
After School Learning	<ul> <li>Occurs Monday thru Thursday from 3:45 to 4:30.</li> <li>Students may be requested to stay after school by their classroom teacher.</li> <li>The office and/or a staff member will notify parents of students who are staying after school.</li> <li>The late bus is available for students to ride. It comes between 4:20 and 4:30. All students should be home by 5.</li> </ul>						

If students willfully refuse to engage in CLL in a meaningful way, we will respond with a required meeting involving the student, parent(s), teaching team, guidance, and administration to develop a plan.

Continued violations may result in detentions and or suspensions.

(School Wide Intervention Plans above)



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BEHAVIOR SUPPORTS					
COUNSELOR/PARENT LIAISON/SOCIAL WORKER	• Students may be sent to the office by a staff member or request a visit with a counselor, or the Social Worker to discuss a situation. Students will be required to fill out a Counselor/Social Worker form. If it is not an urgent matter, the student will be sent back to class and the staff member requested will come get the student as soon as possible. Staff will call the office staff to let them know the reason for the student's visit.				
CONSEQUENCES	<ul> <li>Detentions will be held during school hours, student lunchtimes, and/or after school. Students will be assigned detentions subject to the discipline and consequences. Detentions can be served as ½ day and/or all day as arranged by the administrative team. Failing to serve an assigned detention will result in action defined in Discipline Progression Guidelines.</li> <li>ISS: In-School Suspension is suspension within the regular school day. This entails supervision and isolation at a designated room on the school campus. Students are allowed to work on homework, assignments, and community service while in the in-school suspension environment. Students in ISS may participate in after-school practice or games at the discretion of the school administration and the coaching team. Upon returning to the classroom, the student will complete a classroom re-entry plan with administration and parents.</li> <li>OSS: Out of School Suspension is suspension out of school for the rest of the day or the entire day. Students may not be on the school campus or any Carbon County School District #1 property during OSS. The student may not participate in practice or games during OSS. The student will have the opportunity to complete classwork during OSS at the Crisis Center, or in the home environment. Upon returning to the building, the student will complete a building re-entry plan with administration and parents.</li> </ul>				
INCIDENT & INTERVENTION REPORTS	<ul> <li>Staff will record academic interventions and behavior incidents via Infinite Canvas that occur in the building that interfere with building expectations but do not qualify as an office referral.</li> </ul>				
NATURAL CONSEQUENCES	<ul> <li>When appropriate to the situation, a student that is respectful to the discipline process and is willing to grow and learn from a poor choice may be given a "natural" consequence in place of the formal discipline.</li> <li>For example: a student may be asked to write a letter of apology, clean up a mess or help school staff with a task that needs done. This will be at the discretion of the administrative team.</li> </ul>				
OFFICE REFERRALS	Office Referrals are used to refer a student to the office. All office referrals are submitted through Infinite Campus and office staff are notified via phone call.				
Reset & Reconnect "R & R"	"The Reset & Reconnect meeting objective is to allow both the student and staff member to determine the conflict(s) that occured and develop a plan that will allow both parties to be successful in each individual's duties during future interactions."				
SRO	<ul> <li>School resource officers (SROs) are police officers who work in elementary, middle and high schools. They are responsible for working with school administrators, security staff and faculty on developing comprehensive safety plans to ensure schools are safe places for students to learn.</li> <li>The SRO will not meet with any minor without parental presence or permission.</li> </ul>				



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12 10 10	RMS GRADING PRACTICES
Grading Codes	<ul> <li>Midterm and Trimester Grade Codes- A, B, C, D</li> <li>F is not an acceptable final grade due to our MTSS/SWIP process.</li> <li>"I"s are used as a placeholder for students who are in the process of learning the material. "I"s are not the equivalent of an F.</li> <li>CFA and CSA Grade Codes- 1, 2, 3, 4 (2s and 1s should be flagged as an I)</li> <li>IEP and ILP Grade Codes- S, U, P, N (Satisfactory, Unsatisfactory, Passing, Needs Improvement)</li> <li>ZAP- Zeros aren't permitted- All students will receive an incomplete grade until they finish the work expected to determine if the student has learned the material.</li> </ul>
Grading Communication	<ul> <li>Feedback should be given during practice work and CFAs (CSA if applicable). You should provide immediate and specific feedback. Letter grades should not be given during practice or CFAs.</li> <li>Midterm grades should reflect learning for the first 6 weeks of a trimester.</li> <li>Trimester grades should reflect learning for the entire 12/13 weeks.</li> <li>Overt and Covert Feedback (TESA)- Teachers should provide overt and covert feedback to students throughout each lesson/unit of instruction.</li> <li>Unit Overview Sheets are used to help students track their progress.</li> <li>Rubrics- Advanced, Proficient, Progressing, Beginning</li> </ul>

### Purpose of Grading-F.A.S.T

- Fair feedback occurs by allowing students to self assess when using the Unit Overview Sheet
- Accurate feedback given by explaining exact next steps, not in the form of a grade (grades are not an accurate assessment of student learning)
- Specific feedback in the form of explaining to students what you need them to do so you know they have learned it
- Timely feedback to students through pre-self assessment and post-self assessment coupled with goals for each CFA/CSA.

Taken from "Fast Grading- A Guide to Implementing Best Practices" by Douglas Reeves

**District Mission:** Educating today's students for tomorrow's opportunities.

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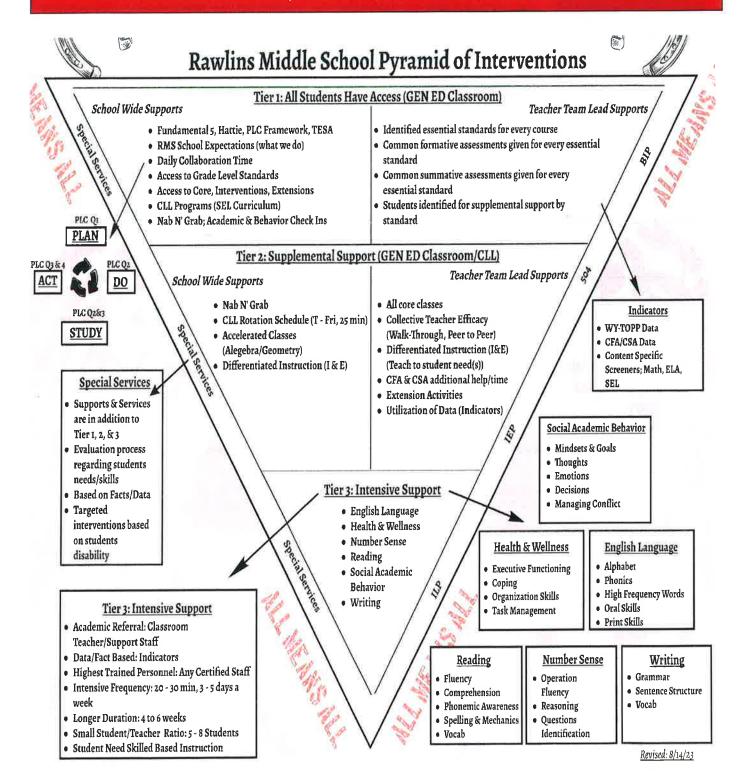
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### Rawlins Middle School School Wide Intervention Procedure (SWIP) Multi Tiered System of Support (MTSS)- Academics



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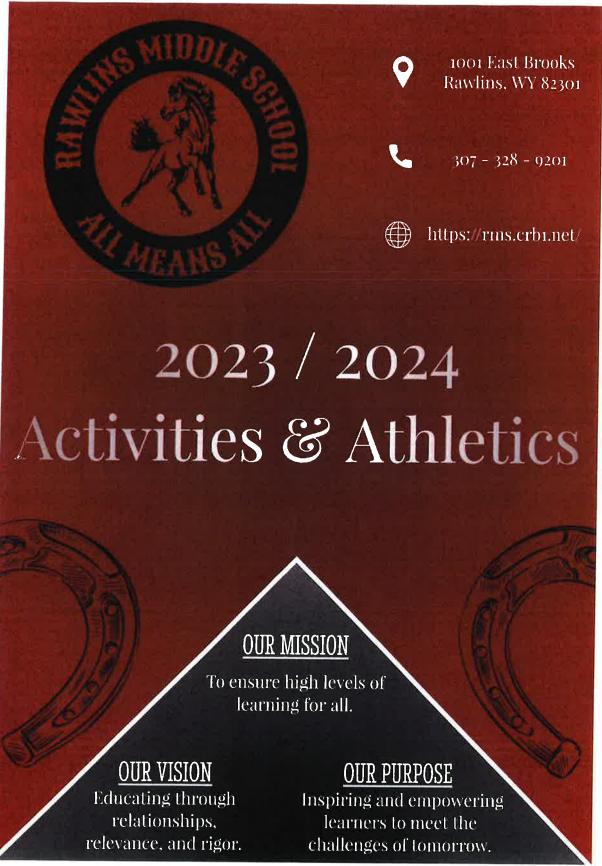


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### Student Eligibility

\*Eligibility will be pulled every Monday of the school week. Once eligibility is pulled this will be for the entirety of the activities & athletics week; Monday, Tuesday, Wednesday, Thursday, Friday, & Saturday.

### \* Academic Eligibility -

- Should a student drop below the academic requirements during the course of an activity or athletics season, that student is ineligible for participation until a progress report is printed and signed by the classroom teacher showing that the student has met the appropriate academic eligibility requirements and has reached proficiency in that particular area.
- To participate in Middle School Activities & Athletics, students must be passing all core classes.
- o If the student has an Incomplete ("I") in a class(es) they are expected to meet with their classroom teacher and create a plan of action to be given to their coach/instructor as to why they have an "I". A time frame as to when the work will be completed will be included in the plan.

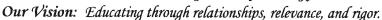
### Form Link

In addition to passing all core classes students must pass Colt Learning
 Lab with a satisfactory or needs improvement grade.



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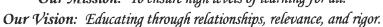
### ★ Negative Behavior Eligibility

- o Behavior Incidents: Classified into three levels; Level I, Level III
- Suspension(s): If any behavior incidents result in an in-school suspension (ISS) or out-of-school suspension (OSS), the student will automatically be ineligible for participation in competition for a minimum of 1 week, if not longer, based on the severity of the incident.
  - If a student receives 3 or more Level I behavior incidents within an eligibility week they will be deemed ineligible for 1 week from activities and athletics.
  - If a student receives 2 or more Level II behavior incidents within an eligibility week they will be deemed ineligible for 2 weeks from activities and athletics.
  - If a student receives 1 or more Level III behavior incidents within an eligibility week they will be deemed suspended from activities and athletics, or dismissed from activity or athletics participation for the duration of that particular activity or athletics season at administration's discretion.



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### **RMS Activities & Athletics Checklist**

☐ Activities & Athletics Sign-Off Page <i>(which includes fees)</i>
☐ Catastrophic Insurance
☐ Concussion Information & Policy Sign-Off Form
☐ Contact Permission Form
☐ Parent Code of Conduct & Student Code of Conduct
☐ Physical Examination
□ Proof/copy of Insurance







Monday (3:45 pm - 4:45 pm)

\*Art Club: Jamie Chapman; jchapman@crb1.net

Tuesday (3:45 pm - 4:45 pm) (1st, 3rd, 4th Tuesday of month)

\*Speech & Debate/Colt Writer Society: Hattie Cox; hcox@crb1.net

Tuesday (3:45 pm - 4:45 pm) (2nd Tuesday of month) \*Best Buddies: Brenda Morgan/Nohemi Perea;

bmorgan@crb1.net or nperea@crb1.net

Wednesday (7:15 am - 8:30 am) (1st & 3rd Wednesday of month)

\*Student Council: Andrew Miller; amiller@crb1.net

Wednesday (3:45 pm - 4:45 pm) (every Wednesday)

\*Magic Club: Ivey Bodin; ibodin@crb1.net

Thursday (3:45 pm - 4:45 pm) (every Thursday)

\*Robotics: Tammy Partlow; tpartlow@crb1.net

























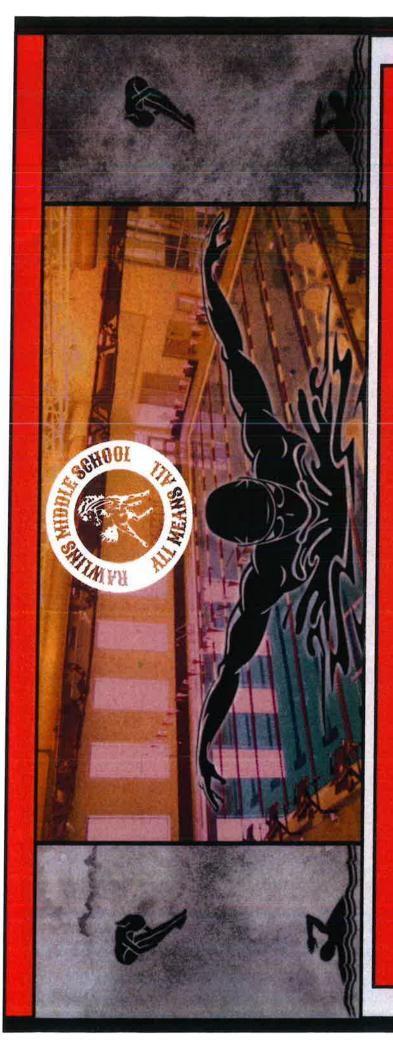












# SCHOOL SWIMMING RAWLINS MIDDLE

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4:00 PM	10:00 AM	3:45 PM	10:00 AM	11:00 AM	2:00 PM	2:00 PM	2:00 PM
RAWLINS	Green River	Laramie	Evanston	RAWLINS	Green River	Green River	Pinedale
Green River/Rock Springs	Lincoln Middle School	Laramie Middle School	Evanston Middle School/Davis Middle School	BP/PD/EV/LY	Boys Conference	Girls Conference	Best of the Best
February 20th	February 24th	February 29th	March 9th	March 16th	March 21st	March 22nd	March 26th