

Downingtown Middle School

An aerial photograph of Downingtown Middle School, a large, light-colored building with a flat roof and several air conditioning units. The school is surrounded by green lawns and parking lots filled with cars. In the background, there are rolling green hills and a baseball field.

Home of the

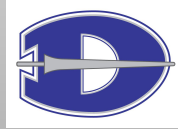
LANCERS

DMS!

Dr. Nicholas Indeglio - Principal (nindeglio@dasd.org)

Mrs. Ildiko Brown - 8th Gr. Assistant Principal (ibrown@dasd.org)

Mr. Stephen Jenkins- 7th Gr. Assistant Principal /Athletic Director (sjenkins@dasd.org)



115 Rock Raymond Road Downingtown, PA 19335

www.dasd.org/DMS

Twitter: @DASD_DMS

Facebook: <https://www.facebook.com/dasddms>



The Main Office Team

Mrs. Mary Jo Berry - Building Secretary (mberry@dasd.org)

Mrs. Amy Dunlevy - Attendance Secretary (adunlevy@dasd.org)

***To Be Determined* - Guidance Secretary**

Mrs. Kari Gaynor - Building Receptionist (swinegar@dasd.org)

Absence Notes and Trip Requests Should be Emailed to: dm_attendance@dasd.org

115 Rock Raymond Road Downingtown, PA 19335

610-518-0685

<https://dm.dasd.org/>



2023-2024 School Counselors:

To Be Determined - Guidance Office Secretary

Todd Shirley (tshirley@dasd.org) - Teams 7A, 7B, 7D

Nicole Lipkin (nlipkin@dasd.org) - 7C, 8C

Sally Witmer (switmer@dasd.org) - Teams 8A, 8B, 8D



2023-2024 Schedule (ACE Days)



7:40 - 7:46 *Homeroom/Connect*

7:48 - 8:38 *Period 1*

8:40 - 9:30 *Period 2*

9:32 - 10:22 *Period 3*

10:24 - 11:14 *Period 4*

Lunch 1

11:14 - 11:44 **Period 5 (L)**

11:44 - 12:34 *Period 6/7*

12:34 - 1:24 *Period 8/9*

Lunch 2

11:14 - 12:04 *Period 5/6*

12:04 - 12:34 **Period 7 (L)**

12:34 - 1:24 *Period 8/9*

Lunch 3

11:14 - 12:04 *Period 5/6*

12:04 - 12:54 *Period 7/8*

12:54 - 1:24 **Period 9 (L)**

1:26 - 2:16 *Period 10*

2:18 - 2:40 *Connect/Advisory*

2:40 *Parent Pick-Up*

2:43 *Bus-HS Wave (Gold)*

2:44 *Bus-DMS Wave (Blue)*

2:44 *Walkers & Sports*

2023-2024 Schedule (BDF Days)



7:40 - 7:45 *Homeroom/Connect*

7:47 - 8:40 *Period 1*

8:42 - 9:35 *Period 2*

9:37 - 10:30 *Period 3*

10:31 - 11:24 *Period 4*

Lunch 1

11:24 - 11:54 **Period 5 (L)**

11:54 - 12:47 *Period 6/7*

12:47 - 1:40 *Period 8/9*

Lunch 2

11:24 - 12:17 *Period 5/6*

12:17 - 12:47 **Period 7 (L)**

12:47 - 1:40 *Period 8/9*

Lunch 3

11:24 - 12:17 *Period 5/6*

12:17 - 1:10 *Period 7/8*

1:10 1:40 **Period 9 (L)**

1:42 - 2:35 *Period 10*

2:37 - 2:40 **Connect**

2:40 *Parent Pick-Up*

2:43 *Bus-HS Wave (Gold)*

2:44 *Bus-DMS Wave (Blue)*

2:44 *Walkers & Sports*

**SELF GUIDED TOURS: WALK YOUR SCHEDULE = TUESDAY, AUGUST 15,
2023 FROM 9:00AM-11:00AM**

**SELF GUIDED TOURS: WALK YOUR SCHEDULE = THURSDAY, AUGUST 17,
2023 FROM 3:00PM-5:00PM**

**"BACK TO SCHOOL NIGHT PARTY!" THURSDAY, AUGUST 31, 2023 FROM
6:00PM-7:00PM**

"BACK TO SCHOOL NIGHT"



"OPEN HOUSE- PARTY"

MAIN ENTRANCE



HOME OF THE LANCERS

**THURSDAY
08.31.2023**

MEET THE PRINCIPALS!

MEET THE TEACHERS!

**WATER ICE! CUPCAKES!
HOTDOGS!**

6-630PM - MEET THE **8TH GRADE** TEACHERS AT THEIR CLASSROOMS.

630-7PM - MEET THE **7TH GRADE** TEACHERS AT THEIR CLASSROOMS.

MINGLE AND ENJOY THE NIGHT WITH OUR LANCER COMMUNITY!

115 ROCK RAYMOND ROAD
DOWNINGTOWN PA 19335
[HTTPS://DM.DASD.ORG/](https://dm.dasd.org/)

2023-2024 SCHOOL SUPPLY LIST

ABSOLUTELY NECESSARY SUPPLIES:

- SCHOOL ISSUED DEVICE
- EARBUDS/HEADPHONES
- SCIENTIFIC CALCULATOR (TI-30XIIS OR TI-30XS)

SECONDARY SUPPLIES (Recommended; NOT REQUIRED):

- 4 POCKET FOLDERS
- 4 SINGLE SUBJECT SPIRAL NOTEBOOKS OR 1 FIVE-SUBJECT NOTEBOOK
- PENCILS
- COLORED PENCILS
- PENS (BLUE OR BLACK)
- HIGHLIGHTERS



All DMS Students will be automatically enrolled in our “Lancer Look” Schoology course which features updates about all school activities, events, daily life, and more!



Downingtown
Middle School

COURSES

GROUPS

RESOURCES

TOOLS

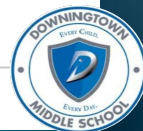
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WCHZ-T36F-8Q6F9



The Lancer Lowdown: DMS Lancer Look

Downingtown Middle School

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SOME DMS CLUBS...

**KEEP YOUR EYES ON
OUR "LANCER LOOK"
SCHOOLGY PAGE
FOR MORE DETAILS
AFTER SCHOOL BEGINS!**

Club Name	Sponsor
Academic Competition	Mr. Mastrangelo and Dr. Pershall
eSports Club	Mr. Groff
Art and Mural Club	Ms. Meade
Buddy Club	Ms. Moyer
Cultural Connections Club	Ms. Lipkin and Ms. Meade
Ecology Club	Mr. Gittis
Ski and Snowboard Club	Mr. McLaughlin
Stranger Strings	Dr. Hufford

AFTER-SCHOOL ACADEMIC SUPPORT

**DATES/TIMES TO BE ANNOUNCED
AFTER START OF SCHOOL YEAR**



Visitors

All visitors should report directly to the Main Office. Visitors must bring a valid photo ID/Driver's License, as DASD utilizes the Raptor System for clearance into buildings. Once done, the office will issue a visitor's pass and direct the visitor to the appropriate location.

Student Drop-Off/Pick-Up

DMS opens for student arrival at 7:10 AM. From 7:10 AM to 7:39 AM, students will enter through the Gymnasium entrance if they are being dropped off by a bus, or they may enter through the Cafeteria entrance via Parent Drop-Off (Route 30 side of the building).

Students should not arrive at school prior to 7:10 AM.

From 7:40 AM to 2:18 PM, students should be dropped off/picked up via the Main Entrance. Students must be in homeroom by 7:40 to be marked "on-time" for the day.

From 2:40 PM to 2:50 PM, parent pick up should occur at the Parent Pick-Up location by the cafeteria. *If you are picking up your student off-campus, they are considered walkers and will be dismissed at 2:40pm.*



Doors Open for Parent Drop-Off at 7:10am

End of Day Parent Pick-Up Time Dismissal is **2:40pm**

- Please do not arrive for Parent Pick-Up any earlier than 2:28pm.
- DMS will not have staff on duty prior to 2:35pm as they will be working with students in the building.

Rock Raymond

- Parents enter off of Rock Raymond and turn left.
- Parents follow road on Route 30 side of building.
- Parents turn right into the staff lot near cafeteria.
 - Parents drop-off at Cafe Entrance
 - Parents turn left out of staff lot.
- Parents follow road back to Rock Raymond to exit.

Yellow Arrows indicate entry

Blue Arrows indicate exit

Drop-Off
and
Pick-Up
Here

115 Rock Raymond

DMS Parent Drop-Off and Pick-Up

Lancer Learning (Academic, Behavioral, Emotional, Social)

Achieved By Building Backbone Skills:

Collaboration, Communication, Creative Problem Solving, Critical Thinking

Fortified By Developing Essence Skills:
Empathy and Kindness

Anchored by DMS SWPBIS Foundational Skills :
Be Respectful, Be Resourceful, Be Resilient, Be Responsible

Build Relationships ← Lancer Teaching → Make Connections

Inspire Passion
| Believe In My Students
Purposeful Rigor

Be Genuine

Engage
Meaningful Assessment
Champion Agency
Show Grace

Behavior Expectations	Own Your Actions: <i>Be Respectful. Be Responsible. Be Resourceful. Be Resilient.</i>	Specific Examples of Behaviors in Each Category
<i>Keep hands, feet, and other objects to yourself at all times.</i>	<i>Be respectful. Be responsible.</i>	<ul style="list-style-type: none"> a. Inappropriate physical contact that you'd best describe as horseplay with no malicious intent, but could inadvertently lead to harm b. Physical Assault (intentionally causing or attempting to cause physical harm to another through force or violence) c. Fighting (When two or more persons mutually participate in use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. Lower-level fights, including pushing, shoving, or altercations that stop on verbal command are not fights)
<i>Be where you're supposed to be when you're supposed to be there.</i>	<i>Be respectful. Be responsible.</i>	<ul style="list-style-type: none"> a. Class cut (missing entire class or leaving for a period of 15 mins or longer) b. Late to Class (3-14 minutes) c. Late to School (arriving to Homeroom after 7:40am) d. Failure to adhere to dismissal procedures at end of day (running in hallways or outside, not crossing at the designated cross-walk, cutting across the field instead of the designated path, leaving before your proper dismissal time, attempting to go to Royal Farms/Taco Bell before the buses depart, not waiting in the proper parent pick-up location [walking up the hill, cutting the line])
<i>Always treat everyone and everything (i.e. school property) the way they deserve to be treated.</i>	<i>Be respectful. Be responsible.</i>	<ul style="list-style-type: none"> a. Refusal to follow direction(s) from a staff member b. Social media inappropriate behavior directly towards other student(s) (during the school day or sent from a school device) c. Social media inappropriate behavior indirectly towards other student(s) (during the school day or sent from a school device) d. Vandalism (including but not limited to bathroom sinks, bathroom toilets, bathroom soap dispensers, building furniture, wall decor) e. Failure to properly clean up lunch table area after eating (i.e. trash left on table, trash left on floor under/next to table, spills not cleaned up, excessive food on floor) f. Failure to follow cafeteria lunch time procedures (i.e. line-jumping, leaving before dismissal, leaving cafeteria without permission for bathroom/etc., throwing food, popping bags/milk cartons, screaming/yelling, leaving cafeteria with condiment packets/unfinished food/etc.)
<i>Use your technology and district technology appropriately.</i>	<i>Be respectful. Be responsible.</i>	<ul style="list-style-type: none"> a. Use of personal device during class time b. Violations of Acceptable Use Policy will follow Code of Conduct Guidelines

PROGRESSIVE DISCIPLINE

Progressive discipline uses incremental interventions to address inappropriate behavior with the ultimate goal of teaching pro-social behavior. Progressive discipline seeks concurrent accountability and behavior change.

The goal of progressive discipline is prevention of a recurrence of negative behavior by helping students learn from their mistakes. Essential to the implementation of progressive discipline is helping students who have engaged in unacceptable behavior to:

- **Understand why the behavior is unacceptable and the harm it has caused**
- **Understand what they could have done differently in the same situation**
- **Understand the impact their behaviors have on others**
- **Take responsibility for their actions**
- **Be given the opportunity to learn pro-social strategies and skills to use in the future**
- **Understand the progression of more stringent consequences if the behavior recurs**

PROGRESSIVE DISCIPLINE

Consequences for inappropriate behaviors follow the Board approved Code of Conduct and restorative interventions to help students involve all our available school resources. Since the pandemic, we've seen a need to spend more time at the beginning of the year fully explaining application of consequences. Specific infraction consequences will be reviewed with students at length, but the general progressive discipline steps are listed below:

- **Verbal Warning**
- **Teacher/Team email or phone call home**
- **Teacher/Team detention during designated school day time(s)**
- **Administrative lunch detention**
- **Administrative after-school detention**
- **Saturday Detention**
- **Out of School Suspension**

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Keep hands-feet-other objects to yourself at all times	Inappropriate physical contact that you'd best describe as horseplay with no malicious intent, but could inadvertently lead to harm	1st Offense	1. Warning and discussion with student(s) 2. Teacher email student's family 3. Enter in repository as "minor"	
Keep hands-feet-other objects to yourself at all times	Inappropriate physical contact that you'd best describe as horseplay with no malicious intent, but could inadvertently lead to harm	2nd Offense	1. Teacher or Team Detention 2. Call student's family 3. Enter in repository as "minor"	
Keep hands-feet-other objects to yourself at all times	Inappropriate physical contact that you'd best describe as horseplay with no malicious intent, but could inadvertently lead to harm	3rd Offense	1. Enter in repository as "major"	1. After-School Detention (1 hour) 2. Call student's family
Keep hands-feet-other objects to yourself at all times	Inappropriate physical contact that you'd best describe as horseplay with no malicious intent, but could inadvertently lead to harm	4th Offense and Subsequent Offenses	1. Enter in repository as "major"	1. Saturday Detention (4th Offense) 2. OSS (5th Offense and beyond)

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Use your technology and district technology appropriately. ▼	Use of personal device during class time	1st Offense ▼	1. Warning (tell student to power phone down and put device away)	
Use your technology and district technology appropriately. ▼	Use of personal device during class time	2nd Offense ▼	1. Tell student to power down phone and place on teacher desk until end of period 2. Email student's family	
Use your technology and district technology appropriately. ▼	Use of personal device during class time	3rd Offense ▼	1. Tell student to power down device, place on teacher desk, turn into office when time permits -or- call office to come pick up device in classroom 2. Enter in repository as "minor"	1. After-School Detention (1 hour) 2. Call student's family
Use your technology and district technology appropriately. ▼	Use of personal device during class time	4th Offense and Subsequent Offenses ▼	1. Tell student to power down device, place on teacher desk, turn into office when time permits -or- call office to come pick up device in classroom 2. Enter in repository as "major"	1. Saturday Detention 2. Call student's family

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Be where you're supposed to be when you're supposed to be there. ▾	Class cut (missing entire class or leaving for a period of 15 mins or longer)	1st Offense ▾	1. Call student's family 2. Enter in repository as "major"	1. After-School Detention (1 hour) 2. Contact student's family.
Be where you're supposed to be when you're supposed to be there. ▾	Class cut (missing entire class or leaving for a period of 15 mins or longer)	2nd Offense ▾	1. Call student's family 2. Enter in repository as "major" 3. Team begins MTSS process	1. Saturday Detention 2. Contact student's family
Be where you're supposed to be when you're supposed to be there. ▾	Class cut (missing entire class or leaving for a period of 15 mins or longer)	3rd Offense ▾	1. Email or call student's family 2. Enter in repository as "major"	1. Saturday Detention 2. Contact student's family
Be where you're supposed to be when you're supposed to be there. ▾	Class cut (missing entire class or leaving for a period of 15 mins or longer)	4th Offense and Subsequent Offenses ▾	1. Email or call student's family 2. Enter in repository as "major"	1. OSS 2. Contact student's family

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Be where you're supposed to be when you're supposed to be there. ▾	Late to School (arriving to Homeroom after 7:40am)	1st Offense ▾		1. 4th late to school - After-School Detention (1 hour)
Be where you're supposed to be when you're supposed to be there. ▾	Late to School (arriving to Homeroom after 7:40am)	2nd Offense ▾		1. 8th late to school - Saturday Detention
Be where you're supposed to be when you're supposed to be there. ▾	Late to School (arriving to Homeroom after 7:40am)	3rd Offense ▾		1. 12th late to school - Saturday Detention 2. Student referred to SST/MTSS
Be where you're supposed to be when you're supposed to be there. ▾	Late to School (arriving to Homeroom after 7:40am)	4th Offense and Subsequent Offenses ▾		1. TBD

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Be where you're supposed to be when you're supposed to be there. ▼	Late to Class (3-14 minutes)	1st Offense ▼	1. Individual Team Protocol (first 4 lates)	
Be where you're supposed to be when you're supposed to be there. ▼	Late to Class (3-14 minutes)	2nd Offense ▼		Late #8 1. After-School Detention 2. Family Notification
Be where you're supposed to be when you're supposed to be there. ▼	Late to Class (3-14 minutes)	3rd Offense ▼		Late #12 1. Saturday Detention 2. Family Notification 3. SST/MTSS
Be where you're supposed to be when you're supposed to be there. ▼	Late to Class (3-14 minutes)	4th Offense and Subsequent Offenses ▼		

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Always treat everyone and everything they way they deserve to be treated. ▾	Vandalism (including but not limited to bathroom sinks, bathroom toilets, bathroom soap dispensers, building furniture, wall decor)	1st Offense ▾	1. If teacher witnesses it, fill out referral as "major"	1a. 2 After-School Detentions (if vandalism is deemed "minor") 1b. Saturday Detention (if vandalism is deemed "medium-major") 1c. 1 day OSS or more (if vandalism is deemed "major") 2. Phone call to guardians 3. Restitution
Always treat everyone and everything they way they deserve to be treated. ▾	Vandalism (including but not limited to bathroom sinks, bathroom toilets, bathroom soap dispensers, building furniture, wall decor)	2nd Offense ▾	1. If teacher witnesses it, fill out referral as "major"	1. OSS (1 day if previous infraction was minor, more for medium to major prior infractions) 2. Phone call to guardians 3. Restitution

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Always treat everyone and everything they way they deserve to be treated. ▾	Social media inappropriate behavior indirectly towards other student(s) (during the school day or sent from a school device)	1st Offense ▾		1. AUP Violation 2. Admin Lunch Detention
Always treat everyone and everything they way they deserve to be treated. ▾	Social media inappropriate behavior indirectly towards other student(s) (during the school day or sent from a school device)	2nd Offense ▾		1. AUP Violation 2. Saturday Detention or OSS

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Always treat everyone and everything they way they deserve to be treated. ▾	Social media inappropriate behavior directly towards other student(s) (during the school day or sent from a school device)	1st Offense ▾		1. AUP Violation 2. After-School Detention
Always treat everyone and everything they way they deserve to be treated. ▾	Social media inappropriate behavior directly towards other student(s) (during the school day or sent from a school device)	2nd Offense ▾		1. AUP Violation 2. Saturday Detention or OSS

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Keep hands-feet-other objects to yourself at all times.	Physical Assault (intentionally causing or attempting to cause physical harm to another through force or violence)	1st Offense	1. Fill out referral as "major"	1. OSS (1-3 days) 2. Guardian called 3. Police referral (if rises to that level) 4. SST/MTSS discussion 5. SAP referral
Keep hands-feet-other objects to yourself at all times.	Physical Assault (intentionally causing or attempting to cause physical harm to another through force or violence)	2nd Offense	1. Fill out referral as "major"	1. OSS (3-5 days) 2. Guardian called 3. Police referral (if rises to that level) 4. SST/MTSS discussion
Keep hands-feet-other objects to yourself at all times.	Physical Assault (intentionally causing or attempting to cause physical harm to another through force or violence)	3rd Offense	1. Fill out referral as "major"	1. OSS (5-10 days) 2. Guardian called 3. Police referral (if rises to that level) 4. PTE Further Discussion

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Keep hands-feet-other objects to yourself at all times.	Fighting (When two or more persons mutually participate in use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. Lower-level fights, including pushing, shoving, or altercations that stop on verbal command are not fights)	1st Offense	1. Fill out referral as "major"	<ol style="list-style-type: none"> 1. OSS (1-3 days) 2. Guardian called 3. Police referral (if rises to that level) 4. SST/MTSS discussion 5. SAP referral
Keep hands-feet-other objects to yourself at all times.	Fighting (When two or more persons mutually participate in use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. Lower-level fights, including pushing, shoving, or altercations that stop on verbal command are not fights)	2nd Offense	1. Fill out referral as "major"	<ol style="list-style-type: none"> 1. OSS (3-5 days) 2. Guardian called 3. Police referral (if rises to that level) 4. SST/MTSS discussion
Keep hands-feet-other objects to yourself at all times.	Fighting (When two or more persons mutually participate in use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. Lower-level fights, including pushing, shoving, or altercations that stop on verbal command are not fights)	3rd Offense	1. Fill out referral as "major"	<ol style="list-style-type: none"> 1. OSS (5-10 days) 2. Guardian called 3. Police referral (if rises to that level) 4. PTE Further Discussion

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Always treat everyone and everything they way they deserve to be treated.	Failure to properly clean up lunch table area after eating (i.e. trash left on table, trash left on floor under/next to table, spills not cleaned up, excessive food on floor)	1st Offense	1. Warning 2. Properly clean the area	
Always treat everyone and everything they way they deserve to be treated.	Failure to properly clean up lunch table area after eating (i.e. trash left on table, trash left on floor under/next to table, spills not cleaned up, excessive food on floor)	2nd Offense		1. Lunch detention
Always treat everyone and everything they way they deserve to be treated.	Failure to properly clean up lunch table area after eating (i.e. trash left on table, trash left on floor under/next to table, spills not cleaned up, excessive food on floor)	3rd Offense		1. After-School Detention (1 hour)

PROGRESSIVE DISCIPLINE

Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Always treat everyone and everything they way they deserve to be treated.	Failure to follow cafeteria lunch time procedures (i.e. line-jumping, leaving before dismissal, leaving cafeteria without permission for bathroom/etc., throwing food, popping bags/milk cartons, screaming/yelling, leaving cafeteria with condiment packets/unfinished food/etc.)	1st Offense	1. Warning	
Always treat everyone and everything they way they deserve to be treated.	Failure to follow cafeteria lunch time procedures (i.e. line-jumping, leaving before dismissal, leaving cafeteria without permission for bathroom/etc., throwing food, popping bags/milk cartons, screaming/yelling, leaving cafeteria with condiment packets/unfinished food/etc.)	2nd Offense		1. Lunch detention
Always treat everyone and everything they way they deserve to be treated.	Failure to follow cafeteria lunch time procedures (i.e. line-jumping, leaving before dismissal, leaving cafeteria without permission for bathroom/etc., throwing food, popping bags/milk cartons, screaming/yelling, leaving cafeteria with condiment packets/unfinished food/etc.)	3rd Offense		1. After-School Detention (1 hour)

PROGRESSIVE DISCIPLINE

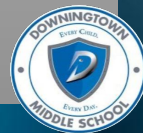
Behavior Expectation	Specific Violation	Recurrence	Tier I Consequences: Team/Teacher	Tier II Consequences: Administration
Be where you're supposed to be when you're supposed to be there.	Failure to adhere to dismissal procedures at end of day (running in hallways or outside, not crossing at the designated cross-walk, cutting across the field instead of the designated path, leaving before your proper dismissal time, attempting to go to Royal Farms/Taco Bell before the buses depart, not waiting in the proper parent pick-up location [walking up the hill, cutting the line])	1st Offense	1. Warning	
Be where you're supposed to be when you're supposed to be there.	Failure to adhere to dismissal procedures at end of day (running in hallways or outside, not crossing at the designated cross-walk, cutting across the field instead of the designated path, leaving before your proper dismissal time, attempting to go to Royal Farms/Taco Bell before the buses depart, not waiting in the proper parent pick-up location [walking up the hill, cutting the line])	2nd Offense	1. Delayed Dismissal (after last wave)	
Be where you're supposed to be when you're supposed to be there.	Failure to adhere to dismissal procedures at end of day (running in hallways or outside, not crossing at the designated cross-walk, cutting across the field instead of the designated path, leaving before your proper dismissal time, attempting to go to Royal Farms/Taco Bell before the buses depart, not waiting in the proper parent pick-up location [walking up the hill, cutting the line])	3rd Offense		1. After-School Detention (1 hour)
Be where you're supposed to be when you're supposed to be there.	Failure to adhere to dismissal procedures at end of day (running in hallways or outside, not crossing at the designated cross-walk, cutting across the field instead of the designated path, leaving before your proper dismissal time, attempting to go to Royal Farms/Taco Bell before the buses depart, not waiting in the proper parent pick-up location [walking up the hill, cutting the line])	4th Offense and Subsequent Offenses		1. Saturday Detention

Usage of Personal Student Devices:

DMS is a school environment where all students, faculty, and community members will feel safe and respected. Our School-Wide Positive Behavior System teaches everyone to “Own Their Actions” by “Being Respectful, Being Responsible, and Being Resourceful.” This applies to all areas, but especially our use of District 1:1 devices along with students’ personal devices. In addition to the DASD Acceptable Use Policies, we will follow the procedures below for the use of technology in the school setting. The distractions caused by personal devices in class are a hindrance to learning and building genuine relationships with one another.

DMS Personal Device Expectations:

- 1. Personal devices are permitted between 7:00 AM and 7:39 AM during student arrival.**
- 2. Personal devices must remain stored in lockers during the academic school day, which includes Homeroom, Cores, Encores, Connect, and Organize**
- 3. Personal devices are permitted during lunch.**
- 4. *If students violate the above expectations, the following will occur:***
 - a. Warning**
 - b. Student will be required to place their personal device in the designated classroom storage area. The device will be the student’s responsibility to pick up from the designated area on the way out of class. The device should then be placed in the student’s locker.**
 - c. Further consequences explained in “Behavior Expectations.”**
 - d. Teachers are required to submit a discipline referral for each infraction.**



DMS District Issued iPad/Chromebooks Expectations:

- **Students are required to bring charged iPads/Chromebooks to class.**
- **In each class, teachers will display what type of “iPad/Chromebook” zone is in effect. It is the student’s responsibility to be aware of these zones and follow correct procedures. The zones are defined as:**
 - **RED ZONE** - No iPad Use Permitted
 - **YELLOW ZONE** - iPad Use Permitted for academic purposes with teacher permission.
- **As per building rules, bathrooms and locker rooms are always Red Zones.**
- **Do not photograph, audio record, or video record anyone unless it is for an academic project/activity with permission.**
- **Students are expected to use iPads/Chromebooks for academic and instructional use only.**



Athletics:
(Interscholastic - Grades 7 and 8)

Visit our website for the most current information:
<https://dm.dasd.org/dmsresources/dmsathletics>

Each student who makes the interscholastic team will be addressed an activity fee prior to the start of the season.

DMS offers the following sports for the 7th and 8th grade students:

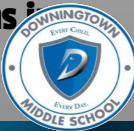
Fall: Field Hockey, Cheerleading, Cross Country, Football, Soccer, Volleyball

Winter: Basketball, Wrestling, Cheerleading

Spring: Baseball, Softball, Lacrosse, Track and Field

Eligibility for Interscholastic Sports:

At DMS, our student-athletes recognize that their first responsibility is to academics. They know that success on the field depends on the success in the classroom. Student athletes failing classes could potentially result in ineligibility for practice and/or competition. The Athletic Director and Principals will make all eligibility determinations in accordance with the PIAA and Downingtown Area School District academic policy.



Attendance Reporting Absences:

- **Excuse notes are accepted via email - you will receive a confirmation.**
 - Email dm_attendance@dasd.org to report an absence.
 - Provide the student's name, homeroom teacher, and reason for the absence.
- **For absences over 3 days:**
 - Please fill out and email the Extended Trip Form: [DASD Extended Trip Form](#)
- **Please provide a doctor's note via email or drop-off when necessary.**



- **Link to District Attendance Policy:** <https://go.boarddocs.com/pa/down/Board.nsf/goto?open&id=BHXKH45158BA>
- **Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[9]**
- **Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[9]**
-
- **Parental Notice of Absence**
 - **Absences shall be treated as unlawful until the district receives a written excuse explaining the absence, to be submitted within three (3) days of the absence.**
 - **A maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.**
- **Unexcused/Unlawful Absence**
 - **For purposes of this policy, absences which do not meet the criteria indicated above shall be considered an unexcused/unlawful absence.**
 - **An out-of-school suspension may not be considered an unexcused absence.**
- **Parental Notification - District staff shall provide prompt notice to the person in parental relation upon each incident of unexcused absence.**
- **Enforcement of Compulsory Attendance Requirements**
 - **Student is Truant - When a student has been absent for three (3) days during the current school year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence.**

Bus Transportation

- **Early Bus Arrival Procedures:**
 - **Students arriving to school between 7:00 AM and 7:25 AM will report to the Gymnasium. Students eating breakfast will report to the Cafetorium. Designated building staff will be supervising these areas at this time.**
- **Procedures for Violating Bus Regulations:**
 - **Bus drivers will notify the school authorities of any infraction of these rules. Normally for the first infraction, a warning letter will be sent home with the student. If the first infraction (e.g., vaping or physical violence) is serious enough, a student could be removed from the bus without a first warning.**



*To secure permission to ride a bus other than the assigned bus, a parent must write a note to the principal stating the nature of the emergency. **Because most buses are near capacity, bus passes will only be granted in extraordinary situations.** The note should include a phone number where the parent can be reached during the day. The student must deliver the note to the office in the morning so that the parent can be contacted to confirm the change of transportation. No student will be permitted to ride another bus without confirmed parental permission. Students should return to the office to pick up the approved bus slip later in the day so that they **will** present the bus slip to the bus driver.*

Please note that some requests may be denied due to bus regulations of maximum seating capacity.



Change of Address/Telephone

It is important to the health, safety, and welfare of each student that the school be notified as soon as an address or telephone number has changed during the school year. Please direct your calls or emails to the Guidance Secretary at (610) 518-0685 x35030 or kalvarez@dasd.org.

Corridor Courtesy

Keep corridors open to traffic by walking to the right.

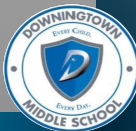
Discipline Code

Before the beginning of each school year, the School Board approves the Code of Discipline. A copy of the Downingtown Area School District Code of Discipline can be found on the district website. Students are responsible to read the Code and to be knowledgeable about its contents. It falls under [Board Policy 200-Students](#).

Dress code

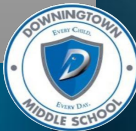
Students are expected to make responsible choices regarding clothing for the school, work, and recreational day. Students making inappropriate choices will be asked to change their clothing. Inappropriate choices of clothing include:

- Clothing or accessories that promote drugs or alcohol.
- Clothing or accessories which contain sexual connotations.



Recording Devices

- **To accommodate special needs as required by State and federal law, certain students in your child's classroom might have the right to audio record, or to receive teacher-made audio recordings of discussions that occur during instructional activities. These recordings could include the voice of your child. The child making the recording, or for whom the recording is made, will use the recording solely to support his or her ability to access and retain educational information. The recording will be destroyed when it is no longer necessary for that purpose. Recordings shall not be maintained by or otherwise considered educational records of the District for any purpose.**
- **The use of audio recordings in the classroom will be limited to students with disabilities who are unable, as a result of their disabilities, to record information independently in written form when such information is required to aid memory or learning; and, when audio recording is identified as an adaptation or accommodation on the individualized educational programs ("IEPs") or Section 504 accommodation plans of such students.**
- **The audio recording device shall only be used when necessary to capture spoken or written information in the classroom that nondisabled peers would be expected to record in written form. The use of audio recordings shall be for the sole use of the student for the educational use stated in his or her IEP and shall not be shared with any third party.**
- **All recordings are the property of the Downingtown Area School District, and the use of such recordings for any purpose or in any other manner other than as described in these guidelines is strictly prohibited. All recordings will be erased or destroyed when no longer necessary for educational purposes and shall not be maintained as, or otherwise considered, educational records of the District for any purpose.**



Elevator Usage

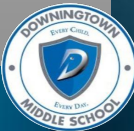
An elevator is available for student use when the office grants prior approval. In order to obtain this approval, a student must present a written request from a doctor. This request must state the reason(s) for elevator usage and the approximate length of time that the student will need to use the elevator. Please see a secretary in the Main Office to use the elevator.

School Counselors:

The purpose of guidance services is to assist students in their social, educational, and personal development. In addition, the guidance counselors help students to adjust to middle school life. Many times, a student must seek or be given advice regarding educational or social issues. Our counselors are especially trained to help young people in viewing their problems clearly and in taking appropriate steps toward workable solutions. Counselors are available from 7:25 am to 2:50 pm daily. To schedule an appointment with a guidance counselor, please call the Guidance Office at (610) 518-0685 x35030 or see the Guidance Secretary. Your counselors are there for you.

Withdrawal Procedures:

When moving from the district, please give at least one week's notice to the Guidance Office (x35030). Adequate notice is necessary to complete withdrawal forms and to prepare your child's school records. When student trips exceed ten school days, students will be officially withdrawn and then re-enrolled upon their return.



Field Trip Privileges

- **DMS has developed a restorative and progressive discipline approach which allows students to earn field trip privileges while ensuring the safety of all students at the time of such trips.**
- **In the event a student engages in behavior that results in an In-School or Out-of-School Suspension, they may become ineligible to participate in off-campus field trips.**
- **Students will meet with teachers, guidance, and administration to develop a positive behavior plan in order to successfully move forward from the initial incident.**
- **Following the implementation of the behavior plan, if the student incurs further disciplinary consequences or aren't meeting the expectations of the positive behavior plan, they become ineligible for any off-campus field trips. Any trip payments will be refunded at that time, if possible.**

Home & School Association

The purpose of the Home & School Association is to improve communication between home and school. The Home & School invites and welcomes all DMS parents to attend their meetings, which are listed on the Downingtown Area School District calendar and the Downingtown Middle School website.



Homework (a.k.a. “Class Prep”)

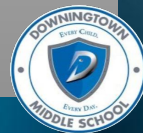
Definition:

Homework is defined as any assignment for reinforcement of concepts already covered in the classroom and for preparation of new material. Homework is to be completed by the student during classroom study time or outside the regular classroom without the direct supervision of the teacher. The final responsibility, however, for homework completion rests with the student. The term “homework” is evolving to be regarded as “Class Prep,” as the purpose is re-enforcement and prepare for future learning.

Philosophy:

The Downingtown Area School District believes homework and other related out-of-school activities can be important to the educational development of its students. The District further believes all homework activities should be well planned and appropriate to students’ needs, capabilities, and interests.

Homework may be an integral part of every subject; however, responsibility and flexibility rests with the individual teacher. While the teacher is responsible for identifying goals, preparing assignments, and giving prompt comments and criticism of completed work, the students and parents must assume final responsibility for homework completion.



Illegal Drugs or Alcohol

A copy of the Drug and Alcohol Policy is contained in the District Code of Discipline, and can be found on our district website (<http://www.dasd.org>). Students are responsible to reach the Code and to be knowledgeable about its contents.

iPad/Chromebook Damage

The DASD Technology Department will communicate electronically at the beginning of the school year with all information regarding device Acceptable Use Policies (“AUP’s”), insurance fees, and more. During the school year, if a student damages their device, they must bring it to the Tech Support Office (located in the back of the DMS Library) during designated hours.

Items Dropped Off on “Parent Drop-Off Shelf” in Foyer

Students should check before leaving home in the morning for their lunch money, homework, library books, instruments, projects, etc. It is the child’s responsibility to check the “Parent Drop-Off Shelf” in the Foyer for any items.

Library

The Library is open throughout the day for student class use. Check out the library website for more information.



Lockers (Gym)

All students will be issued a combination lock and gym locker. You may gain access to gym lockers during regularly scheduled class times and each morning during homeroom time. Do not give your combination to other students. Be certain that all of your belongings are secured before leaving the locker room. The school is not responsible for lost or stolen property.

Lockers (Hall)

Each student will be assigned a locker. Students may go to their lockers before school, before and after each lunch, after school, and/or teachers' discretion. Only use the locker assigned to you by your homeroom teacher. Keep it locked at all times. Do not give your combination to other students or place your belongings in another student's locker. Do not tamper with another student's locker. Periodic checks by homeroom teachers and the principal will be made to ensure that lockers are neat and orderly. School authorities may conduct individual, random or school-wide searches.

Lost and Found

The Lost and Found is located outside of the cafetorium by the Family & Consumer Science classrooms. If you find any lost articles, bring them to the Lost and Found location. Valuables such as glasses, purses, keys, and jewelry should be brought directly to the office.



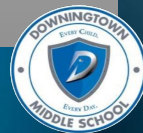
Nurse:

Ms. Jessica Coleman jcoleman@dasd.org

Students who become ill during the school day should report to the nurse. If the nurse determines that the student should go home, the nurse will contact the parent, and then the student will be released from school on a nurse's permit. Students should not call parents directly to be picked up.

If the nurse is not in the Nurse's Office, students should report to the Main Office. Law prohibits school nurses from diagnosing injuries or illness. Nursing service is limited to injuries and accidents, which occur either in school or going to or from school. The care of any injuries occurring elsewhere is the responsibility of the parent.

Prescription Medication must be dispensed in the health room with a note from the health care provider and a note from the parent/guardian. The medication must be in the original pharmacy bottle. The label must include the child's name, physician's name, date, drug name, dose, and directions for use. Please contact school nurse, Jessica Coleman, to arrange at 610-518-0685 Extension 35020.



Report Cards

Report cards are issued at the end of each nine-week session. Letter grades are used to designate a pupil's progress. Report cards will be available via the Home Access Center.

The 4 C's (Communication, Collaboration, Critical Thinking, Creative Problem Solving)

As the global landscape and economy continues to evolve in the 21st century, learning and instruction have taken on a new identity at DMS. The positivity and excitement for project-based learning and more authentic experiences are building, and our teachers are creating more and more opportunities for our students to **collaborate, communicate, critically think, and create**.

Additionally, we have a positive behavior support program, which is providing students and staff the opportunity to emphasize respect, resourcefulness, and personal responsibility. With our ticket system, where staff recognize students for the above mentioned behaviors, students have a chance to "cash-in" for rewards. This gives everyone a chance to participate and be recognized.

In order to support this shift towards recognizing the 4C's and "Own Your Actions," we have developed an environment that recognizes the value of the learning process, including failure and the growth that emerges from failure.

Each marking period, students will be nominated by content teachers, encore teachers, and specialists for demonstrating the 4R's - Respect, Responsibility, Resourcefulness, and Resilience. Teams will celebrate achievements and growth in these areas with a special recognition ceremony for students and classmates.

We are excited to foster an environment at the middle level where the genuine process of learning is valued by our students, parents, and staff. We look forward to having you join us on this journey.



School-Wide Positive Behavioral System

Students and staff will review the “Own Your Actions” document (below) focusing on the “4R’s:” Be Respectful, Be Responsible, Be Resourceful, Be Resilient in all school locations. Lessons will be conducted during Connect throughout the school year. DMS utilizes a “token” system where students earn tickets for following the “4R’s” that can be cashed in for tangible and intangible rewards.



Downingtown Middle School


Own Your Actions:
Use the 3 “R’s”

	Classrooms	Bus	Cafeteria	Hallway/Stairwell	Bathroom	Locker Room	Morning Arrival (Gym and Cafe)	Library
Be Respectful	<ul style="list-style-type: none"> Follow teachers' directions first time given; One person speaks at a time; Use your indoor voice. 	<ul style="list-style-type: none"> Keep hands/feet/other objects to yourself; Follow directions first time given; Use your indoor voice. 	<ul style="list-style-type: none"> Keep hands/feet/other objects to yourself; Follow directions first time given; Use your indoor voice. 	<ul style="list-style-type: none"> Keep hands/feet/other objects to yourself; Follow directions first time given; Use your indoor voice. 	<ul style="list-style-type: none"> Always flush the toilet. Deposit used paper towels in the trash can 	<ul style="list-style-type: none"> Give privacy to others; Be considerate of other people's property. 	<ul style="list-style-type: none"> Follow teachers' directions first time given; Listen actively to speaker(s); Use your indoor voice. 	<ul style="list-style-type: none"> Follow teachers' directions first time given; Listen actively to speaker(s); Use your indoor voice.
Be Responsible	<ul style="list-style-type: none"> Be prepared with relevant materials; Complete required work within given timeframe. 	<ul style="list-style-type: none"> Stay seated; Face forward; Keep aisles clear; Take all of your belongings with you; Deposit trash in the trash can. 	<ul style="list-style-type: none"> Wipe up any spills; Deposit all trash on and underneath the table in the trash can. 	<ul style="list-style-type: none"> Walk with your eyes forward; Stay to the right side of the hallway. 	<ul style="list-style-type: none"> Wash your hands with soap and water; Leave devices in the classroom or locker; 	<ul style="list-style-type: none"> Keep your belongings locked in your gym locker; Turn-in lost items to the Lost and Found; Deposit used paper towels in the trash can. 	<ul style="list-style-type: none"> Take personal items and belongings with you; Use bathroom/locker room for intended purposes; Report to gym or cafeteria and remain in that area until dismissed by adult. 	<ul style="list-style-type: none"> Be prepared with relevant materials; Complete your assigned work; Use materials and furniture for intended purposes.
Be Resourceful	<ul style="list-style-type: none"> Effective and timely use of technology; Three before me (growth mindset) academically. 	<ul style="list-style-type: none"> Tell an adult if there is a problem or concern. 	<ul style="list-style-type: none"> Take only what you need. 	<ul style="list-style-type: none"> Take the most direct route to each class. 	<ul style="list-style-type: none"> Let an adult know: When soap dispensers are empty; When paper towels are empty; If a mess is left behind; or If a sink/toilet/urinal is not working properly. 	<ul style="list-style-type: none"> Let an adult know: When soap dispensers are empty; When paper towels are empty; If a mess is left behind; or If a sink/toilet/urinal is not working properly. 	<ul style="list-style-type: none"> Take the most direct route to your locker when dismissed from the cafeteria/gym. 	<ul style="list-style-type: none"> Use school-appropriate websites and apps only; Attempt three before me (growth mindset) academically.

Student Assistance Program (S.A.P.)

SAP is a district-wide secondary level program providing assistance to students and their families. The SAP team is composed of faculty members who have a special ability in relating to young people and who have expressed an interest in helping students deal with personal problems. In addition, members of the SAP team. To contact any SAP member, talk with your teacher or stop at the Guidance Office.



The logo is a blue oval with a white border. Inside the oval is a white shield with a blue outline. The shield is divided into four quadrants by a blue cross. The top-left and bottom-right quadrants are blue, while the top-right and bottom-left quadrants are white. The text "EITHER YOU RUN THE DAY" is written in white, bold, sans-serif capital letters across the top half of the shield. The text "OR THE DAY RUNS YOU!" is written in white, bold, sans-serif capital letters across the bottom half of the shield. A horizontal blue bar is positioned behind the text, separating the two lines.

**EITHER YOU RUN THE DAY
OR THE DAY RUNS YOU!**