



# MJMS Parent Handbook

## 2017-2018 School Year

### **Miguel Juarez Middle School**

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Waukegan, IL 60085

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### **Home of the White Tigers**



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**A message from Mr. Campos, Principal MJMS**

Dear Parents and Guardians

My name is Nelson Campos, principal at MJMS and I am honored and privileged to be part of the MJMS community. I look forward to another exciting year of learning and growing along with our students at MJMS. I also look forward to collaborate with our professional staff and you, our parents and community.

My main goal is to collaborate with each member of our MJMS community to ensure that every student is provided the highest quality of education in a safe and supportive

learning environment. My core values include collaboration, accountability, respect, and equity for all in our MJMS community. I am very passionate for education and believe that all students can be successful and become lifelong learners. Middle school is a very important and critical time for all students as they transition from their elementary experiences to bigger challenges waiting at the high school level. Our entire staff at MJMS is prepared and dedicated to serve this important role as middle school educators. We will carefully guide our students in their journey during these few short years to create a positive, lasting impression in our students' lives.

The MJMS staff would like to thank you for trusting your child's education in our hands for the past school year 2016-17. We enjoyed the daily interactions with your child both in and out of the classroom providing the best learning environment possible. We also focused on data driven instruction primarily analyzing MAP data results and adjusting instruction to meet the needs of our students. We plan to continue improving in this area for the new school year 2017-18 and continuing with our vision of ***Equipping Students for Success in the 21st century.***

As we transition into the new school year, please plan to attend our **Welcome Back day for the new school year 2017-18 on Thursday August 10, 2017** and we will provide more detailed information on the new initiatives at Juarez. Please visit our Juarez website (<http://juarez.wps60.org>) and Facebook (<https://www.facebook.com/MiguelJuarezMiddleSchool/>) page for frequent updates.

We hope you continue enjoying your summer and we will see your child back on the first day of school Thursday August 24, 2017.

Sincerely,

Nelson Campos  
Principal  
Miguel Juarez Middle School  
201 N. Butrick Street  
Waukegan Il. 60085  
[ncampos@wps60.org](mailto:ncampos@wps60.org)  
(224)-303-2670

## **SCHOOL INFORMATION**

### **VISION**

Equipping students for success in the 21st century

### **MISSION**

Our goal is to provide students with an educational learning environment that will develop skills necessary for lifelong success through core subjects and enhancing those with encore interests. This community of learners will be supported by

parents, teachers, support staff, and administrators who share an aligned vision tailored to the needs of our diverse student body. Students will leave Juarez equipped with the tools to guarantee them the opportunity for a prosperous future.

## **HISTORY**

Miguel Juarez Middle School was formerly named East Middle School. In 1996, the Waukegan School Board opened Miguel Juarez Middle School due to increased enrollment. Miguel Juarez Middle School was housed in the East High School campus for three years. The current facility was dedicated in the fall of 1999 and is located at 201 North Buttrick. In the 2005/2006 school year, the Board of Education renamed our school to Miguel Juarez Middle School in memory of Chief Miguel Juarez. We had our Dedication Ceremony on March 3, 2006.

Miguel Juarez was born July 25, 1952 in Ciudad Juarez, Chihuahua, Mexico. His family immigrated to El Paso, Texas, one year later. Miguel Juarez became a Waukegan police officer on November 14, 1979. Miguel Juarez rose through the ranks of the Waukegan Police Department, beginning as a Patrol Officer and working in the SWAT team and Detective Bureau, and later as a Supervisor and Commander of the Gang Unit, Major Crimes Scene Unit and Narcotics Unit. He was appointed Deputy Police Chief in 1993, and served as Deputy Chief of Services and Deputy Chief of Operations for eight years. Miguel Juarez was appointed chief of police in April 2001. During his career in Waukegan, Miguel Juarez became the department's first Hispanic Sergeant (1985), Lieutenant (1990), Deputy Chief (1993) and Police Chief (2001). During Juarez's tenure as Chief of Police, crime rates in the city continued their decline, according to department statistics. Miguel Juarez was also a member of the Waukegan Unit School District Board of Education and long time member of NLPOA. Miguel Juarez passed away on March 4, 2003.

## **ATTENDANCE**

**Please refer to WPS60's District Policy regarding Student Absences.  
School Expectations**

Our campus opens at 6:45 a.m. with breakfast starting at 6:50 a.m. The bell for students to enter the building is at 7:10 a.m. Students will have 10 minutes to go to their lockers and report to Advisory. Morning Advisory begins at 7:20 a.m. Students reporting to advisory after 7:20 will be marked tardy.

If a student will be absent for the school day or the portion of the school day,

**parents must report all absences to the main office by 11am** by calling the school at (224)303-2759 to report any late arrivals.

Excused Absences	Unexcused Absences
<ul style="list-style-type: none"> <li>● Illness, hospitalizations, or doctor’s appointments with documentation</li> <li>● Administrative absences</li> <li>● Observance of a religious holiday</li> <li>● Death in the family or other family emergency</li> <li>● Mandatory court dates</li> <li>● School sponsored field trips</li> </ul>	<ul style="list-style-type: none"> <li>● Family vacations</li> <li>● Oversleeping</li> <li>● Missed transportation</li> <li>● Illness, hospitalization, or doctor’s appointment without documentation</li> <li>● Personal/family errands</li> <li>● Skipping class</li> <li>● Leaving campus without following proper procedure</li> </ul>

**Documentation of Absences**

**PARENT TELEPHONE CALLS:** Schools shall record parent telephone calls related to a student’s absence. Such calls must be received prior to 11:00 a.m. the day following the day of student absence to be recorded as “excused.” Notes generally will not be accepted unless the parent has verified with the administrator in charge of attendance that there is no telephone at the family’s residence, including cellular phones, which could be used to timely notify the District of an absence.

**MEDICAL DOCUMENTATION:** Schools may require parent to present medical documentation of physical or emotional conditions causing a student’s absence of three (3) or more days. Medical documentation also may be required for excusing absences related to hospitalizations, immunizations or doctor’s appointments.

**OTHER:** Schools may require verification of an absence due to a student’s attendance at a funeral or participation in college visits or related to an administrative absence and a pass is required.

**Vacation Absences:** Parents are discouraged from taking vacations during periods when school is in session. Such vacations may disrupt the continuity of a student’s learning and create educational problems. Please contact your student’s teachers at least a week in advance so that classwork can be given to him/her, if possible. Please note that teachers are not obligated to provide work for vacation as this is considered an unexcused absence. It is the responsibility of the parent to monitor their students work completion while on vacation.

**Participation in School Activities**

Students absent from school during the school day for illness or without valid excuse and students who are absent for more than 5% of their enrollment for the current year without valid excuse may not be eligible to participate in school

activities such as athletic practices and events, dances, school plays, and club meetings.

**MIGUEL JUAREZ MIDDLE SCHOOL  
BELL SCHEDULES 2017-18**

Regular Schedule		Shortened Schedule (3rd Wednesday)		Assembly Schedule	
Student Arrival	7:10	Student Arrival	7:10	Student Arrival	7:10
Locker/Passing	7:10 – 7:20	Locker/Passing	7:10 – 7:20	Locker/Passing	7:10 – 7:20
AM Advisory	7:20 - 7:30	1 <sup>ST</sup> PERIOD	7:20 – 7:57	AM Advisory	7:20 - 7:30
1 <sup>ST</sup> PERIOD	7:32 - 8:14	2 <sup>ND</sup> PERIOD	7:59 – 8:36	1 <sup>ST</sup> PERIOD	7:32 - 8:09
2 <sup>ND</sup> PERIOD	8:16 - 8:58	3 <sup>RD</sup> PERIOD	8:38 – 9:15	2 <sup>ND</sup> PERIOD	8:11 - 8:48
3 <sup>RD</sup> PERIOD	9:00 - 9:42	4 <sup>TH</sup> PERIOD	9:17 – 9:54	3 <sup>RD</sup> PERIOD	8:50 - 9:27
4 <sup>TH</sup> PERIOD	9:44 - 10:26	5 <sup>TH</sup> PERIOD	9:56 – 10:33	4 <sup>TH</sup> PERIOD	9:29 - 10:06
5 <sup>TH</sup> PERIOD	10:28 - 11:10	6 <sup>TH</sup> PERIOD	10:35 – 11:12	5 <sup>TH</sup> PERIOD	10:08 - 10:45
6 <sup>TH</sup> PERIOD	11:12 - 11:54	7 <sup>TH</sup> PERIOD	11:14 – 11:51	6 <sup>TH</sup> PERIOD	10:47 - 11:24
7 <sup>TH</sup> PERIOD	11:56 - 12:38	8 <sup>TH</sup> PERIOD	11:53 – 12:30	7 <sup>TH</sup> PERIOD	11:26 - 12:03
8 <sup>TH</sup> PERIOD	12:40 - 1:22	9 <sup>TH</sup> PERIOD	12:32 – 1:09	8 <sup>TH</sup> PERIOD	12:05 - 12:42
9 <sup>TH</sup> PERIOD	1:24 - 2:06	PM Advisory	1:11 – 1:15	9 <sup>TH</sup> PERIOD	12:44 - 1:21
PM Advisory	2:08 - 2:15			PM Advisory	1:23 - 1:30
				Assembly Time	1:30 - 2:15

**STUDENT ARRIVAL**

All buses will drop the students off at the rear of the school. Sixth grade students will enter from the front of the building through Activity Door 2. Seventh and eighth grade students will enter from the rear entry doors by the field on the East side of the building.

If you are driving your child to school, they should be dropped off at the school driveway on Butrick Street by the STOP sign. Students will be required to walk around the building to their designated entrance. Student drop off in the circle drive will not be permitted. Students will only be allowed to enter the building in the morning (using the front entrance) after 7:25 a.m. or when accompanied by a parent.

**STUDENT DEPARTURE**

Student dismissal is at 2:15 p.m. and students will be directed to exit the rear doors. They will proceed to the front of the building for parent pickup along Butrick Street.

For student safety, there will be no access to the school using the circle drive after 2:05 p.m. The buses depart promptly at 2:25 p.m.

### **LATE ARRIVAL OR EARLY DEPARTURE**

If your child is late to school, he/she must proceed to the office to receive an admittance pass. A parent must accompany the student in order for the late arrival to be excused. If a student needs to leave the building during the school day, the person who picks up the student must be listed as one of the emergency contacts AND have a picture ID. If another person who is NOT on the emergency contact list must pick up the child, written and verbal verification will be necessary. If there is a written verification, the office will call to verify the legitimacy of the note. Students are not allowed to walk home for early departure. They must be picked up.

### **INCLEMENT WEATHER**

In times of inclement weather, such as rain or extreme cold (below 15 degrees), students will be allowed to enter the building immediately. Students will proceed directly to the gym to wait for the first bell. Security will supervise with assigned bus duty teachers from 6:50am until first bell at 7:10 a.m. 6th graders will stand near the south wall, 7th graders will stand near the east bleachers, and 8th graders will stand near the west bleachers.

### **EMERGENCY CLOSING**

On mornings of heavy snowfall, extreme weather conditions, or other emergency reasons, please listen to local radio and television stations. You can check our school website and click on the "School Closing Info" link on the left menu. You can also visit the Emergency Closing Center website for current closings.

### **DRESS CODE**

- **Tops:** Solid White/Navy blue shirts, sweaters or hoodies. School SPIRIT wear is allowed and will be on sale at the school.
- **Bottoms:** Khaki/Tan dress pants, walking shorts or skirt of appropriate length. Bottoms must be worn at the waist. NO JEANS are allowed.
- **Sweaters:** Solid white or navy blue hooded and non-hooded sweaters allowed in school. Hooded garments must be worn down throughout the school day and shall not conceal a person's face or head.
- School ID
- **Hats, du-rags and head coverings:** All head coverings must be removed immediately upon entry of the building and placed in lockers prior to the beginning of school, unless necessary for verified medical reasons or bona fide religious practice, verified by the Principal or designee.
- **Jackets:** ALL jackets must be placed in the locker before the start of the school day.



- **Shoes:** must cover the foot. We strongly suggest purchasing solid white or black shoes. No house slippers, slides, flip flops allowed.

\*\*\* NO jeggings, clinging pants, spaghetti straps, halter tops, bare midriffs, pajama pants, jogging and sweat pants allowed.

\*\*\* Any student who fails to comply with the dress code policy may result in disciplinary action per District Student Appearance board policy #6041.

### **COMMUNICATION**

Please notify the main office for any of the following reasons:

- Change in address or phone numbers. In an emergency, current information is crucial.
- A change in the family, which could have a bearing on the child.
- When your child will be absent

### **SCHOOL ID**

Students will be issued an ID card. It is required that it be worn on their neck at **ALL times**. The ID will be required to do the following:

- Get lunch
- Be in the hallways
- Participate in after school events (sports, dances, etc.)
- Access the nurse
- Come to the office
- Check-out books in LMC
- Getting on the bus

ID cards **MUST** be free of any writing, drawing, symbols, or stickers. Students who damage and deface any ID cards will need to replace the card. Replacement cards can be purchased in the office during Advisory and/or 1<sup>st</sup> period. Students who forget their ID will be sent to the office to pay \$1.00 for a temporary ID for that date only. If the student removes their temporary ID that day, they will be charged for a second temporary ID and be sent to the office. Replacement cost for each lost ID is \$5.00

### **Cell Phones & Other Prohibited Electronics**

Cellular telephones or PDAs that also are telephones (collectively referred to as cell phones) are for emergency parent/guardian contact purposes only, unless otherwise authorized for use by school administrators. All other emergencies should be reported to school personnel, who will assist students and make office phones available, if necessary.

Students in Pre-K through 8<sup>th</sup> grade are prohibited from using cell phones during the school day or while participating in a school sponsored activity or event for non-emergency purposes, including instructional time, lunchtime, passing period time, or recess, unless authorization has been given by school officials. Cell phones should not be worn on a student's person; should be turned off and incapable of receiving a signal throughout the entire school day, except when it is authorized.

Use of any electronic device in any bathroom or locker room for the purpose of recording sound or visual images is prohibited.

The District is not responsible for loss or damage to any electronic device unless, authorized school personnel due to misuse have confiscated the device, during the day and the loss or damage occurred while the device was under the control of the administrator. Any portable electronic devices confiscated based upon a reasonable belief that the device was used in furtherance of a violation of this or other District policies may be searched for incriminating evidence. Students who elect to use a portable electronic device in furtherance of misconduct have no reasonable expectation of privacy in the contents of the portable electronic device under such circumstances.

Students are required to stop using portable electronic devices and/or turn portable electronic devices over to school personnel when requested. Students who refuse to do so have committed insubordination, in violation of policies for student discipline, and may be subject to disciplinary action. Students who repeatedly misuse portable electronic devices may lose the privilege to possess such devices while at or involved in school or school related activities in addition to any other disciplinary consequences. Students who use a portable electronic device in the commission of another disciplinary offense may be subject to the consequences of that offense in addition to any consequence applicable under these rules.

Adapted from: page 35 Waukegan Community School District 60 Parent/Student Handbook on Rights, Responsibilities and Discipline.

### **PREVENT THEFT**

Students can prevent theft by following any of these precautions. Administration is not obligated to investigate or search for stolen property. Taking the necessary precautions may help prevent theft and/or help recover the correct materials.

- Don't bring it to school if you don't want to lose it!
- Keep the original purchase receipt in a safe place.
- Write down the model # and serial # of your items.
- Don't share lockers, bags, etc.
- Engrave your name onto your item.
- If locking a bicycle, don't use a link chain lock, use a padlock.
- If lost or stolen, file a police report.

### **VISITATION**

We welcome all parents and community members into our building. If you want to see a staff member, please call ahead of time and make an appointment with the specific teacher or team. When visiting the school, all visitors must enter from the main entrance doors. Visitors should ring the doorbell for admittance. Only Office Staff or Safety Personnel may open doors for Visitors. Walk directly to the main

office and sign-in. You may be issued a Visitor's Pass, which will need to be worn during the entire time of your visit. When your visit is complete, you must return your ID pass and sign-out in the main office.

### **BREAKFAST SERVICE**

Students are provided the opportunity to eat a free breakfast every morning at school. Café' breakfast begins at 6:50-7:20 a.m. for all students. Students can come into the cafeteria to eat, and return outside after they are done.

### **BUS**

Every student that has been issued bus service must abide by all of the bus company's rules. The school is responsible for any behavior that the driver finds unacceptable. The school bus driver has the right to return back to school and remove any students that are not following the bus rules. The student may face any necessary disciplinary action that is parallel to our District Discipline Handbook and may also result in suspension and/or loss of bus privileges.

### **BUS PASSES**

There may be times where students may need to take an alternate bus home with a classmate. In those instances, a bus pass must be obtained from the office before the end of 1st period. Students will need to show proof of:

1. A signed note from the parent/guardian stating that the students has permission to travel home with the specified student.
2. The note needs to be presented to the office Secretary who will call to verify the note.
3. After verification, a BUS PASS that is signed by an Administrator will be issued.

Bus Drivers will not allow students on the bus without the bus pass issued by the office.

### **CONFIDENTIALITY**

All records of the child maintained by Waukegan Public School District 60 and Miguel Juarez Middle School shall be confidential and not released except by written consent of the parent. The only exception of the above is for regulatory bodies that have responsibility to monitor our center. These include the Lake County Health Department and the Department of Children and Family Services.

## **CLASSROOM POLICIES**

### **SCHOOL SUPPLIES**

- Each student must have the necessary school supplies to be successful throughout the year. We recommend all school materials that you purchase be labeled with a permanent marker. If it gets lost, it may be easier to find.

- Some teachers may have special projects that may require other materials, please contact your child's classroom teacher if you have any questions about any extra materials they may need. Classroom teachers may announce these extra materials in their Unit Letters.
- All textbooks are supplied by the school. Each classroom teacher that issues a textbook identifies which textbook is issued out to which student. Each student is responsible for the book's lending status and must be returned in similar shape at the end of the school year or when a child discontinues their education inside our building. Any missing, lost, or damaged books will require the parents to pay to replace the book.
- Students should have a sturdy book bag or backpack that can hold multiple books and supplies. Students are **NOT** allowed to carry their bags to their classes and should store and lock them in their assigned lockers at the start of the day.

# Miguel Juarez Middle School Academic Expectations and Roles



	Teacher Role	Student Role	Parent Role
<b>Agenda (6th Grade)</b>	<ul style="list-style-type: none"> <li>• Provide the objective and due dates</li> </ul>	<ul style="list-style-type: none"> <li>• Write in agenda during class</li> <li>• Take it home</li> <li>• Review it at home</li> <li>• Break down long-term assignments</li> </ul>	<ul style="list-style-type: none"> <li>• Check Agenda for deadlines</li> <li>• Supervise work completion</li> <li>• Match grades with IC Parent Portal</li> <li>• Help break down long-term assignments</li> </ul>
<b>Homework</b>	<ul style="list-style-type: none"> <li>• Assign homework with deadline</li> <li>• Provides information for proper completion</li> <li>• Check binder</li> </ul>	<ul style="list-style-type: none"> <li>• Take it home</li> <li>• Look at it at home</li> <li>• Bring necessary materials home</li> <li>• Complete Assignment</li> <li>• Organize it in binder</li> <li>• Turn in assignment by due date</li> </ul>	<ul style="list-style-type: none"> <li>• Allow 1-1.5 hours per day</li> <li>• Provide quiet space for homework</li> <li>• Provide feedback</li> <li>• Supervise work is completed</li> <li>• Match grades with IC Parent Portal (allow a week for new postings)</li> </ul>
<b>“I don’t know how to complete the assignment”</b>	<ul style="list-style-type: none"> <li>• Answer questions during class</li> <li>• Provide practice</li> </ul>	<ul style="list-style-type: none"> <li>• Look at notes or examples</li> <li>• Call a friend</li> <li>• Connect with the teacher</li> <li>• Look for similar assignments online</li> </ul>	<ul style="list-style-type: none"> <li>• It’s okay if you don’t understand the content</li> <li>• Direct student to go back to their resources</li> <li>• Help student find outside resources</li> <li>• Contact teacher for further clarification</li> </ul>
<b>Projects</b>	<ul style="list-style-type: none"> <li>• Assign project</li> <li>• Provide rubrics and objective</li> <li>• Issue deadline</li> <li>• Answer clarifying questions</li> </ul>	<ul style="list-style-type: none"> <li>• Write due date in agenda</li> <li>• Take home project guide</li> <li>• Break down project into smaller chunks</li> <li>• Create a completion timeline</li> <li>• Ask teacher for clarification</li> <li>• Turn in project by due date</li> </ul>	<ul style="list-style-type: none"> <li>• Provide materials for project</li> <li>• Supervise break down timeline</li> <li>• Remind students when project is due</li> </ul>
<b>Syllabus</b>	<ul style="list-style-type: none"> <li>• Provide copies of syllabus</li> </ul>	<ul style="list-style-type: none"> <li>• Take syllabus home and show parent</li> <li>• Get syllabus signed by guardian</li> <li>• Keep syllabus in binder</li> </ul>	<ul style="list-style-type: none"> <li>• Refer to syllabus when you have a question</li> <li>• Find teacher contact information if necessary</li> <li>• Ask questions to teacher if unclear</li> </ul>
<b>Grades</b>	<ul style="list-style-type: none"> <li>• Update grades online regularly</li> </ul>	<ul style="list-style-type: none"> <li>• Know current grades for each class</li> <li>• Earn satisfactory grades</li> </ul>	<ul style="list-style-type: none"> <li>• Check IC regularly</li> <li>• Contact teacher if grades aren’t updated or are unsatisfactory</li> <li>• Conference with student when report card comes</li> </ul>
<b>Grade Level Newsletter</b>	<ul style="list-style-type: none"> <li>• Create Quarterly Team Newsletter-sent home prior to each quarter</li> </ul>	<ul style="list-style-type: none"> <li>• Read the newsletter</li> <li>• Take it home</li> <li>• Show guardian</li> </ul>	<ul style="list-style-type: none"> <li>• Read the newsletter</li> <li>• Ask student what they are learning</li> </ul>

## **ACADEMIC EXPECTATIONS**

In order to maximize individual learning, both in school and at home, Juarez students will

- Come to class everyday prepared with all required class materials.
- Work independently and collaboratively with classmates.
- Complete all classroom assignments as instructed by the teacher.
- Complete homework assignments and return them to the teacher by the due date.
- Effectively and appropriately use technology to support learning.
- Seek out academic help as needed. Many teachers offer tutoring before and after school and can share helpful resources.
- Review grades weekly using Infinite Campus, or by checking grades posted in classrooms, and discuss any concerns directly with the teacher.
- Follow teachers' grading and late/make-up assignment policies.
- Always follow classroom expectations to support personal learning and the learning of other students.

It's natural and common for a Middle School Student to not want to discuss school matters with their parent. Keeping the line of communication is very important for the relationship between a parent and child. Try to avoid questions that are a "Yes, No, Good, I don't know" or shrug response.

**Here are some questions to ask your child when they come home from school.**

1. Tell me about the best part of your day.
2. What was the hardest thing you had to do today?
3. Did any of your classmates do anything funny?
4. Tell me about what you read in class.
5. What was the best thing you did today?
6. Do you think math [or any subject] is too easy or too hard?
7. What's the biggest difference between this year and last year?
8. What rules are different at school than our rules at home? Do you think they're fair?
9. Who did you sit with at lunch?
10. Can you show me something you learned (or did) today?

## **BEHAVIORAL EXPECTATIONS - The 4 Juarez Values**

Juarez uses Positive Behavior Interventions and Supports (PBIS) as the foundation for behavioral expectations. PBIS is a proactive systems approach to establishing the behavioral supports and social culture needed for all students in a school to achieve social, emotional, and academic success.

As a Response to Intervention model, PBIS applies a three-tiered system of support, and a problem-solving process to enhance the capacity of schools to effectively educate all students.

PBIS is NOT a curriculum, intervention, or practice, but IS a decision making framework that guides selection, integration, and implementation of the best evidence-based academic and behavioral practices for improving important academic and behavior outcomes for all students.

Schools that establish systems with the capacity to implement PBIS with integrity and durability have teaching and learning environments that are

- Less reactive, aversive, dangerous, and exclusionary, and
- More engaging, responsive, preventive, and productive
- Address classroom management and disciplinary issues (e.g., attendance, tardies, antisocial behavior),
- Improve supports for students whose behaviors require more specialized assistance (e.g., emotional and behavioral disorders, mental health), and
- Most importantly, maximize academic engagement and achievement for all students.

PBIS schools organize their evidence-based behavioral practices and systems into an integrated collection or continuum in which students experience supports based on their behavioral responsiveness to intervention. A three-tiered prevention logic requires that all students receive supports at the universal or primary tier. If the behavior of some students is not responsive, more intensive behavioral supports are provided, in the form of Check In Check Out, a group or mentoring (Tier 2), or a highly individualized plan such as a behavior intervention plan (BIP) or RENEW/wraparound (Tier 3).

A focus of our school's mission is "to have our children become productive citizens". At Juarez, we have four values, or expectations, that we want all students and staff to exhibit in order to achieve:

- 1. Respect Learning**
- 2. Respect Yourself**
- 3. Respect Others**
- 4. Respect Property**

Within each of these values are more specific behaviors that we want to see from our students. These are outlined on our school-wide PBIS behavior matrix and on each teacher's individual classroom matrix. Please see the example below. As

staff, when we see students following any of these values and more specific behaviors on the matrix, we need to acknowledge the students for being a model of that value. Conversely, any student who is not following an item on our matrix should be corrected and briefly taught what the correct behavior should look like. PBIS is about utilizing teachable moments at all times so that we develop a culture and climate that is accepting, warm, and safe for students and that fosters behavioral growth and development. This in turn increases student engagement and academic performance in the classroom.

<b>Respect Learning</b>	<b>Respect Yourself</b>	<b>Respect Others</b>	<b>Respect Property</b>
Be prepared	Be honest	Cooperate with others	Keep our school clean
Pay Attention	Be healthy	Speak politely	Return borrowed materials
Do your best	Be proud of what you do	Be considerate	Be accountable for your property

### **PAWbucks**

We utilize PAWbucks at Juarez. PAWbucks are given to students who are demonstrating the values and behaviors outlined in our matrix. Students should be given PAWbucks frequently. These PAWbucks can then be used to gain entry into PBIS activities such as dances, open gyms, etc, and also for our PAW stores and weekly raffles. Some teachers also have their own stores where students may cash in PAWbucks to buy items.

### **BEHAVIORAL PLAN - Discipline Continuum**

Each classroom will have clear student expectations posted for all students to see. These expectations will be taught to all students and reviewed periodically throughout the entire school year, particularly after long breaks. The following are expectations of every teacher:

1. Teachers need to establish an individual system of positive reinforcement.
2. Teachers need to establish routines and procedures.

All teachers will use the following hierarchy of interventions and consequences determined by the Climate and Culture Committee as the standard for all classrooms:

- a. Redirect and expectation reminder - Teacher verbally redirects student to expected behavior.
- b. 1:1 check and connect - Teacher conferences with student to reinforce expectations and preview consequences.
- c. Buddy room with reflection sheet - Students move to a break room to complete behavior reflection sheet and classwork for about 10-15 minutes. Teachers will notify parents. A copy of the reflection sheet will be mailed to parents.
- d. Detention - Teacher will issue detention and notify parents.



- Administration will follow up on student's attendance at detention.
- e. Golden ticket to dean - Teacher fills out golden ticket regarding incident, and requests a staff member to escort student to the dean. Dean reviews the ticket, student behavior data, and determines next steps (verbal warning, mediation, referral, ISS, or OSS, etc.). Teacher will notify parents.

Here at Juarez, we make every effort to minimize usage of ISS or OSS. As a result, parents can look forward to continuous communication, with every effort made to communicate in person with parents within 48 hours. Other forms of communication include:

1. Robo calls
2. Emails
3. Class Newsletters
4. School website and Facebook pages
5. Remind

### **LOCKERS**

Each student is assigned to a locker. Students will receive their locker assignment during the first week of school. Students will receive a combination for their locker. The combination should not be shared with anyone. Students will have a specific schedule of when they are allowed to visit their locker or must have a hall pass from the teacher. If any student does not respect the usage of the lockers, locker privilege may be revoked.

### **DISCIPLINE HANDBOOK**

At the beginning of each school year, students will participate in a Discipline assembly with each grade level. In this assembly each student receives the *Parent/Student Handbook on Rights, Responsibilities and Discipline*. It contains Board-approved discipline policies, practices, and procedures, as well as general and specific district information. Students and parents are expected to read, discuss, and sign the *Student/Parent* contracts found within the *Handbook*, and return each to the Principal's office within **one week** after receipt.

## **HEALTH AND SAFETY PROGRAM**

### **SCHOOL HEALTH SERVICES**

The School Nurse provides health services in order that all students can obtain full benefits from their education and experience academic success. School Nurses are available for consultation on student health, communicable disease control and prevention, district health policy and procedure, chronic illness and disease management, hearing and vision concerns, healthy school environment, and mandated physical examination and immunization requirements. Hearing and vision screenings will be conducted in schools per IDPH (Illinois Department of Public Health) guidelines on all district students as needed.

## **ILLNESSES/ACCIDENTS**

Students experiencing:

- ✓ a temperature greater than 100.0 degrees Fahrenheit without medication
- ✓ vomiting (with or without medication)
- ✓ diarrhea (with or without medication)
- ✓ symptoms of influenza (flu-like illness)

should remain home until the student is no longer experiencing fever, vomiting or diarrhea, without medication or have a note from the doctor stating they may return to school.

- If a student needs to be assessed by the School Nurse, the teacher/staff will send the student to the School Nurse with a designated “Pass to Nurse”, completing: Student’s Name, Date, Reason, Time left Class and Teacher’s Initials. The School Nurse will then assess the student and take medically appropriate follow-up actions.
- If the student CANNOT FUNCTION IN THE CLASSROOM, the teacher/staff will send the student to the School Nurse with a designated “Pass to Nurse”, completing: Student’s Name, Date, Reason, Time left Class and Teacher’s Initials, indicating the student is unable to function in the classroom.
- Students who become ill or are involved in a minor accident during the school day should obtain a pass from a teacher and report directly to the school nurse.
- The nurse, prior to the student leaving the school, verifies that the student must leave school because of illness or injury. **Please note that the School District is not responsible for payment of medical bills due to an injury that has occurred at the school.**
- All elementary and middle school students will be released to the parent or guardian OR their designee, upon receipt of written authorization by the parent, OR, if the parent or guardian cannot be reached, to the emergency contact listed in the student’s school records.
- **If your child requires immediate emergency care, paramedics (911) will be called to provide transportation to the nearest hospital.**
- Students are not to leave the school grounds unless the nurse has received permission from the parent/guardian or permission has been given by the administration.

***It is recommended that if your child is sick or contagious due to any illness, to keep your child home to prevent spreading the illness.***

## **PROLONGED ABSENCES/DOCTOR NOTES**

- Parents should contact the school’s Main Office if a student who will be absent for an extended period of time.
- A Doctor’s note is necessary if your child has a physical injury that restricts him/her to perform in any classes and/or if your child has a long term illness.
- Parents/guardians of a student who will be absent for three consecutive days or less due to injury, serious health problems, hospital confinement, or other health problems should contact the Nurse each day that the student is absent to keep the school informed of the student’s progress.

- Parents/guardians of students who will be absent for extended periods (four or more consecutive days) due to injury, serious health problems, hospital confinement, or other health issues should inform the Nurse.
- **Whenever serious or recurring medical problems exist, it is recommended parents/guardians obtain a medical excuse from a physician, physician's assistant or certified nurse practitioner prior to the student returning to school, for consideration of tutorial services, bus transportation or for other medically-required accommodations.**

### **MEDICATION POLICY**

- **Both Prescription Medicine and Non-Prescription Over-the-Counter Medicine are regulated in the school setting.**
- Parent(s) or other responsible adult(s) should bring medicine to school. Children may not carry medicine during, to or from school or otherwise possess or self administer medication, absent an appropriate written authorization.
- Please call (224)303-2669 **BEFORE** sending medication, **either prescription OR non-prescription, over-the-counter medication,** to school with your student.
- The nurse will provide the parents/guardians with the required medication administration forms, Food Allergy Action Plan, Seizure Action Plan, and Diabetic Care Plan to ensure each student's safety and well-being in the school setting.

**School personnel shall not be liable for injury that may arise as a result of the self administration of medication by students or use of an Epi-pen, except for conduct that is willful and wanton. Parents must agree in writing to indemnify and hold harmless the District from any claims, other than those based on willful and wanton conduct, arising from the self administration of medication or an Epi-pen by the student before the student will be allowed to self administer medications during the school day or school activities.**

### **MEDICAL EMERGENCY PROCEDURES**

The school wants to provide a safe environment for your children. In the event of a medical emergency, we shall immediately contact the parent/guardian or other person listed on the emergency contact list if the parent/guardian is unavailable. If your child requires immediate emergency care, paramedics will be called to provide transportation to the nearest hospital. In the event of an accident involving your child that is a non-emergency, a staff member or the nurse will contact home about the injury.

### **WALKING AND BIKING SAFETY**

If your child walks or bikes to school, it is encouraged that they walk or bike on the sidewalks. Children should go directly from home to school or school to home. Side trips or stops are discouraged. Students are expected to abide by and subject to

the policies contained in the Waukegan School District 60 Parent/Student Handbook both to and from school.

### **EVACUATION POLICY/FIRE PROCEDURES**

In each classroom, the evacuation procedures are posted. Each year, the students will practice a Fire evacuation drill, a Code Red drill and a Bus Evacuation drill.

### **STANDARDS OF ETHICAL BEHAVIOR/PREVENTION OF CHILD ABUSE**

All members of the staff are mandated reporters under the Abused and Neglected Child Act. Child abuse is defined as damage to a child for which there is no reasonable explanation and includes non-accidental physical injury, emotional or verbal abuse, neglect, sexual molestation. It also includes purposeful or inadvertent exposure to materials, conduct or events which are inappropriate for the age and development of children in question.

## **PARENT INVOLVEMENT**

Parent Involvement is an important aspect of a child's development. Research proves that those parents who are directly involved in their child's education on a daily basis have a positive influence on their child's grades and developmental skills. It is hoped that all parents become proactive and directly involved with their child's educational experience here at our school. Here are some ways to remain involved with your Middle Schooler.

### **PARENT PORTAL (INFINITE CAMPUS)**

The Parent/Guardian should have obtained your login and pin to access the Parent Portal. Inside the Parent Portal, you will be able to see LIVE information about your child's grades and attendance. You can log on to this site from any electronic that has internet access. Please see the attached instructions if you do not already have access to the portal.

### **FAMILY NIGHTS**

Our Parent Involvement Committee and our PTO organizes and hosts various Family Nights for your families to get involved with. These are fun nights filled with activities that can be enjoyed with your family. Please visit our school calendar and look for the take-home flyers we pass out to your child. We host crafts nights, movie nights, literacy night and others! Come join the fun!

### **AFTER SCHOOL ACTIVITIES**

Throughout the school year students will have multiple opportunities to be involved in after school activities including clubs and sports. Some activities may run throughout the school year and some may be seasonal. Please ensure that you and your child are the commitment each activity may require and note that **all parents MUST pick up students immediately after or sign a consent for the student to walk home**. Please review our complete list of Clubs and Sports available at MJMS and the minimum time commitment requirements for participation.

## **COMMUNICATING WITH YOUR CHILD'S TEACHERS**

At Juarez we believe in being positive partners in education with our students' families. In order to maintain our relationship, please follow the steps below:

- Keep updated contact information in on file, including **email addresses**
- Sign up for Remind or any other electronic announcement service your child's teacher has to stay informed
- Join us for activities at school including dances and informational nights
- Feel free to contact your child's teachers at any time

If you would like to talk to a teacher about your child, the best form of communication is email. All teacher email addresses are listed at <http://www.wps60.org/MJMS/Staff/>.

Calling the main office at 224-303-2660 and leaving a message is also an option, but it may take longer for the teacher to get back to you. Juarez has a language liaison and translation services available, so please feel free to contact us in the language you feel most comfortable.



## PBIS Home Matrix

	<b>Morning Time</b>	<b>Cleanup Time</b>	<b>Independent Time</b>	<b>Homework Time</b>	<b>Time to Eat</b>	<b>Night Time</b>
<b>Respect Learning</b>	-Have your backpack ready with correct supplies.	-Know the correct tools and methods are used.	-reading the paper -exploring the world around you -having a questioning mind	-Find a quiet spot to focus on your work. -Setup all homework materials ahead of time.	-Set the table -Help with simple cooking tasks	-Plan your outfit for school -Have your backpack ready with correct supplies
<b>Respect Yourself</b>	-Eat a Healthy Breakfast -Leave on Time	-Clean up after yourself.	-Know and Follow the rules as a visitor.	-Complete homework on time. -Do your best	-Make healthy choices	-Go to sleep at a decent hour
<b>Respect Others</b>	-Get up on time -"Good Morning" -"Thanks for the ride"	-Ask politely for help	-Maintain a respectful volume of voices and electronics. -Ask before borrowing	-Allow siblings to do their own work -Ask for help politely	-Use kind words like "Please, Thank You, Your Welcome"	-Allow quiet time for other family members to rest.
<b>Respect Property</b>	-Make your bed	-Put all items in the correct location. -Use cleaning tools properly	-Return borrowed items	-Keep your work-space clean	-Put dishes away -Help clear the table	-Conserve electrical energy

## **CALCULATING GPA**

Upon entering the Junior High Level, each student will have their Grade Point Average (GPA) determined based on the grades they earn in each class. The Junior High GPA is important because it has an effect on their success here in our District and beyond. Our building uses an individual student's GPA for Sports participation, grade-level incentive programs, 8<sup>th</sup> grade promotion activities, High School class and program placement (AVID and CSP), and it can determine eligibility for the Shuler Foundation Scholarship Program.

This is how it works:

Each student has 6 Academic classes. They are Communications, Math/Algebra, Science, Social Studies, Physical Education/Health, and a Fine Arts (Art, Band, Orchestra, Choir, or Study Skills). Both Communications and Math are scheduled for 2 periods, thus their grades are worth double the points. The scale of Grade to Points are as follows:

<b>Letter Grade</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>F</b>
<b>Value of Points</b>	4	3	2	1	0

Here's an example of the calculation for a student's GPA at the end of each quarter:

CLASS	GRADE	POINTS	x	PERIODS	=
Communications	B	3	x	2	= 6 grade points
Math	C	2	x	2	= 4 grade points
Science	A	4	x	1	= 4 grade points
Social Studies	D	1	x	1	= 1 grade point
Art	F	0	x	1	= 0 grade points
PE/Health	A	4	x	1	= 4 grade points
Total Class Periods				8	19 Total Grade Points

Formula to calculate your child's GPA:

$$\text{GPA} = \text{Total Grade Points} \div \text{Total Class Periods}$$

$$\text{GPA} = 19 \div 8$$

$$\text{GPA} = 2.375$$

**Cumulative GPA** is an average of your child's GPA for multiple Quarters.

$$1^{\text{st}} \text{ quarter GPA} = 3.0$$

$$2^{\text{nd}} \text{ quarter GPA} = 1.0$$

$$3^{\text{rd}} \text{ quarter GPA} = 1.875$$

$$\text{Cumulative GPA} = (1^{\text{st}} \text{ Qtr GPA} + 2^{\text{nd}} \text{ Qtr GPA} + 3^{\text{rd}} \text{ Qtr GPA}) \div 3$$

$$\text{Cumulative GPA} = (3 + 1 + 1.875) \div 3$$

$$\text{Cumulative GPA} = 1.958$$

### **PARENT CONFERENCES**

Parent-teacher conferences are scheduled during the month of November. In addition to our scheduled conference dates, parents can request a conference at any time. If you would like to have a conference with your child's teacher, please make appointment arrangements with your child's advisory teacher. They will try to schedule a time to include any or all of your child's teachers. All visitation procedures must be followed.

### **CLOSING STATEMENT**

We hope this handbook will be of use to you as an initial orientation to our school and for future use. If you need additional information, please see your child's advisory teacher or administration. Your suggestions, comments and feedback are welcome as we continually strive for the highest quality of education for your children and families.



# Waukegan Community Unit School District No. 60 2017-2018 School Calendar



July 2017				
M	T	W	Th	F
				1
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24/31	25	26	27	28

January 2018				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

August 2017				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

February 2018				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

September 2017				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

March 2018				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

October 2017				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

April 2018				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

November 2017				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

May 2018				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

December 2017				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 2018				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**LEGEND:**

DI	District Institute Day (4)
XED	Emergency Day
HOL	Legal Holiday
NT	New Teacher Orientation (5)
RD	Records Day (2)
SPD	School Professional Development Day (1)
SFD	Students First Day
SLD	Students Last Day
NIA	Students Not In Attendance

August 14 - 18, 2017	New Teacher Orientation (Great Beginnings)
August 21, 2017	District Institute Day - Welcome
August 21, 2017	District Institute Day - Teacher Preparation (P.M.) Per Contract
August 22, 2017	District Institute Day
August 23, 2017	School Professional Development Day
August 24, 2017	Students First Day
September 4, 2017	Labor Day - District Closed
October 9, 2017	Columbus Day - District Closed
October 10, 2017	District Institute Day - Students Not In Attendance
November 8 - 9, 2017	Parent Teacher Conferences in the Evening
November 10, 2017	Schools Closed - (12 Month Secretaries and District is in Session)
November 22, 2017	Alternative Holiday - District Closed
November 23 - 24, 2017	Thanksgiving Recess - District Closed
December 25 - January 5, 2018	Winter Break - Students Not In Attendance
January 8, 2018	Students Return
January 15, 2018	Martin Luther King Day - District Closed
January 16, 2018	First Semester Ends - Records Day - Students Not In Attendance
February 19, 2018	Presidents Day - District Closed
March 26 - 30, 2018	Spring Break - Students Not In Attendance
March 30, 2018	Good Friday - District Closed
April 9, 2018	District Institute Day - Students Not In Attendance
May 28, 2018	Memorial Day - District Closed
June 4, 2018	Second Semester Ends - Students Last Day
June 5, 2018	Records Day - Full Day of Teacher Attendance
June 6 - 12, 2018	District Emergency Days (if necessary)

1st Qtr. 8/24 - 10/27/2017 =	44
2nd Qtr. 10/30 - 1/12/2018 =	41
<b>Total First Semester Days</b>	<b>85</b>
3rd Qtr. 1/17 - 3/23/2018 =	47
4th Qtr. 4/2 - 6/6/2018 =	44
<b>Total Second Semester Days</b>	<b>91</b>
<b>Total Student Days</b>	<b>176</b>

<b>Parent-Teacher Conferences Schedule</b>		
For Both Evenings on November 8 and 9		
PreK & Elementary		
Nov. 8	4:30 p.m.	- 7:30 p.m.
Nov. 9	4:30 p.m.	- 7:23 p.m.
Middle Schools	4:30 p.m.	- 7:37 p.m.
High Schools	4:30 p.m.	- 7:37 p.m.

## Instructions for Accessing Your Campus Portal Account

We recommend that you use either Chrome or Firefox to access Campus Portal. Both web browsers are available for free download.

**Step One:** Go to [www.wps60.org](http://www.wps60.org) and click the Parents link on the page.



On the new page, click on the link titled Infinite Campus: Campus Portal.



Bookmark the Portal website for future use!

**Step Two:** Enter your Username and Password exactly as it appears in your letter, and then click the Sign In button.

The image shows the login page for Infinite Campus. It features a 'Sign In' button with a red arrow icon. The page header includes the Infinite Campus logo and the tagline 'Transforming K12 Education®'. There are input fields for Username and Password, and a 'Sign In' button.

**Step Three:** You will be prompted to set up security for your Portal account; the first task is to change your account's password. To do this, enter a new strong password, which includes letters and numbers. If the bar next to New Password is not green after you have typed in your new password, you will not be able to save it.

The image shows a 'Change Account Password' form. It has two input fields: 'New Password' and 'Verify New Password'. The 'New Password' field is highlighted with a green bar, and a '100%' indicator is shown next to it, signifying that the password is valid.

Waukegan Public School District #60  
Campus Portal Acceptable Use Policy

The Waukegan Public School District #60 has developed the Campus Portal. This is a useful, up-to-date information system that allows our Waukegan School Community to focus on student learning. The Portal allows parents to view their own child's school records using the Campus Portal web pages. The Portal is available to every parent or guardian of students enrolled in the Waukegan Public School District #60. For the privilege of accessing the Campus Portal, every parent is expected to act in a responsible, ethical, and legal manner. Failure to do so may result in loss of privileges for accessing the Campus Portal. Parents are required to adhere to the following guidelines:

1. Parents will not share their passwords with anyone.
2. Parents will not attempt to harm or destroy any data on any network.
3. Parents will not use Portal for any illegal activity, including violation of Data Privacy laws.
4. Parents will not access data or any account owned by another parent or user.
5. Parents who identify a security problem with the Campus Portal must immediately notify Campus Portal Help Desk at [portalhelp@wps60.org](mailto:portalhelp@wps60.org).
6. Parents should not demonstrate this problem to anyone else.
7. Users who believe that someone else has their password must immediately notify the Campus Portal Help Desk at [portalhelp@wps60.org](mailto:portalhelp@wps60.org). Arrangements will be made to correct this problem and reassign a new password. Please allow two weeks for response time.
8. Users who are identified as a security risk to the Campus Portal or any other district systems will be denied access to the Campus Portal.
9. Parents must come to a child's school to receive their account information.

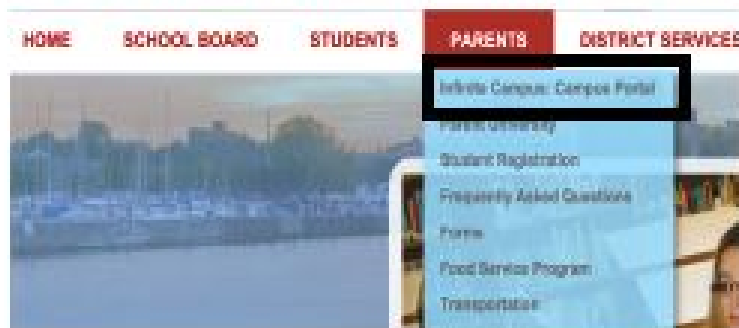
## Instrucciones para Accesar el Portal de la Escuela

Nosotros recomendamos que use Chrome o Firefox para acceder el portal de la escuela. Ambos están disponible para poderse descargar gratis.

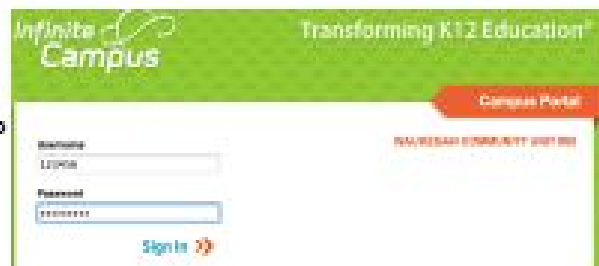
**Paso uno:** Vaya a [www.wps60.org](http://www.wps60.org) y haga clic donde dice padres.



En la página nueva haga clic en el portal de Infinite Campus



**Paso dos:** Introduzca su nombre de usuario y su contraseña, exactamente como aparece en su carta y luego haga clic en el botón



**Paso tres:** Por seguridad se le pedirá que configure una contraseña para acceder al portal. La primera tarea es cambiar su contraseña de la cuenta la cual incluye letras y números. Si la barra al lado de la nueva contraseña no es de color verde después de usted haber introducido su contraseña usted no podrá salvarlo.



**Distrito Escolar de Waukegan Distrito # 60**  
**Polizí de Uso Aceptable del Portal**

El Distrito Escolar de Waukegan #60 ha desarrollado un portal de acceso, este portal es útil porque contiene información actualizada que le permite a nuestra comunidad escolar de Waukegan enfocarse más en el aprendizaje del estudiante. El portal permite a los padres ver los reportes escolares de su hijo/a utilizando la página web del portal. El portal esta disponible para los padres o tutores de alumnos matriculados en el Distrito de las Escuelas Publicas de Waukegan #60. Para los privilegios de acceso al portal se espera que los padres actuen de manera responsable, con ética y de manera legal. El no hacerlo puede resultar en la perdida de los privilegios de acceder al portal. Los padres están obligados a cumplir con las siguientes pautas:

1. Los Padres no pueden compartir su contraseña con nadie.
2. Los Padres no intentarán dañar o destruir los datos en la red.
3. Los Padres no utilizarán el Portal para ninguna actividad ilegal, incluyendo la violación de leyes de privacidad.
4. Los Padres no podrán acceder a los datos o cualquier cuenta de acceso que sea propiedad de otros.
5. Los Padres que identifiquen un problema de seguridad con el Portal de la escuela deben de notificar inmediatamente al Portal de Ayuda a [portalhelp@wps60.org](mailto:portalhelp@wps60.org).
6. Los Padres no deben de mostrar este problema a nadie mas.
7. Los usuarios que crean que alguien más tiene la contraseña debe de notificar de inmediato al Escritorio de Ayuda del Portal al [portalhelp@wps60.org](mailto:portalhelp@wps60.org). Se harán arreglos para corregir este problema y se volvera a asignar una nueva contraseña. Por favor espere dos semanas para tener una respuesta.
8. Los usuarios que sean identificados como riesgo de seguridad para el Portal de la Escuela o cualquier otro sistema del distrito, se les negara el acceso al Portal Escolar.
9. Los Padres deben venir a la escuela de el/la estudiante para recibir información de la cuenta de acceso al Portal.

## Campus Mobile Portal for Parents and Students

Parents and student can now access their Campus Portal information on Android and iOS devices using the Campus Mobile Portal app.



### Daily Planner

View today's schedule and assignments due for each class.



### Assignments

Browse your assignments by specific class or due date.



### Attendance

Review attendance events in summary and detail form.



### Grades

Know your grades now. Forget about end-of-term report cards to know how you're doing.



### Schedule

Check your schedule from anywhere, at any time.



### Food Service

Check your account balance. Available in districts using Campus Food Service.

## Where to Download the Campus Mobile Portal App

The Campus Mobile Portal can be downloaded through the Apple App Store, Google Play Store, or Amazon Appstore.



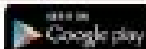
## How to Sign In

In order to connect your device to your district's Infinite Campus server, you need to enter our District ID: **BQNC5V**

Continue by entering your username and password you use on the web portal.

If you need help with your username or password, email [portalhelp@wps60.org](mailto:portalhelp@wps60.org). If you forget the District ID, login to the web portal and click on the image below the Inbox:

Go Mobile - Need Your District ID?



Get Your District ID



## Waukegan Public School's Board of Education



Mr. R. Michael Rodriguez  
President  
mrodriguez@wps60.org



Ms. Anita M. Hanna  
amhanna@wps60.org



Mr. Rick Riddle  
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