



## California Trail Jr. High School

13775 West 133<sup>rd</sup> Street

Olathe, KS 66062

Phone: 913-780-7220; Fax: 913-780-7229

<http://schools.olatheschools.com/californiatrail>

Larry Katzif, Principal

Karey Ficken, Assistant Principal

Paige May, Assistant Principal

Penny Gfeller, Administrative Secretary

Alice Miller, Secretary

Michele McMurry, Counselor for Students with Last Names A-K

Sue Sandbothe, Counselor for Students with Last Names L-Z

Cat Harland, Secretarial Assistant/Attendance

Janice Yonke, Nurse

Monty Caldwell, School Resource Officer

**Assessments:** 7th graders take assessments in science, language arts and mathematics, typically in March and April.

**Athletics:** Track & Field is the only competitive sport available to 7th graders. A new physical dated after May 1st is required each school year for sports participation. Weightlifting is open to all 7<sup>th</sup> graders as an after-school program in the winter (following football season).

All sports activities occur immediately after school at CT or the opponent's school. Cost varies if you do not have an athletic pass, but is usually \$1 or less. Occasionally CT will have a Spirit Bus to transport students to and from City games. There is a small fee which covers admission and students must ride the bus back to CT after the game to be picked up by their parent.

No school supervision is provided to CT students at high school athletic events.

**Athletic Passes:** A Junior High Activity Pass is \$5.00 and is displayed as an "A" on the student ID card. This pass grants a student admission to all junior high athletic events except city meets and tournaments. The District Pass is \$40.00, and gets parents into all junior high or high school events except city meets, tournaments, state tournaments, playoffs, etc.

### Attendance

While parents may tell all their student's teachers about an absence, the front office must hear from parents in order for the absence to be excused. Parents should call 780-7220 to report a student's absence before 9:00 a.m. Please note the reason for the student's absence, student name, date of absence, your name and a number where you can be contacted. All students arriving to school after 8:00 a.m., or leaving school before 3:00 p.m. must sign in and out of the office. If your child will be late due to an appointment, please call 780-7220 and let them know, this way your child will not have to present a note upon arrival to school. Just have them check in at the front office to receive a pass before going to class. If you are picking a child up from school, to take them to an appointment call the office at 780-7220 and let them know what time you will be at school to pick up your student and they will be ready and waiting for you when you arrive.

**Tardy/Late Arrivals:** If a student arrives to school after 8:00 a.m., they must report to the office for a class admit slip.

1-2 Tardies = teacher administered consequence

3 Tardies = parent contact/teacher consequence

4 Tardies = referral to office/parent contact/office detention

5 Tardies = referral to office/two-one hour office detentions/community service

6 Tardies = referral to office/one day in-school suspension

**Attendance and Extra-Curricular Activities:** Students must be in class for four hours of the day in order to participate in athletic and extra-curricular activities. If a student is on a field trip, he is eligible to participate in extra-curricular activities.

**Homework/Make-Up Requests:** Assignments can be requested through the main office (780-7220) after a student has been absent for two days. If requests are made before 9:00 a.m., assignment sheets may be picked up in the office after 3:00 p.m. that day. *You may want to keep a copy of your student's schedule and locker combinations to pick up books, e-mail teachers or refer to when scheduling appointments.*

**Make-Up Work:** Students generally are given two days make up for each day absent. Students are responsible for making up all missed work due to absences.

**Backpack:** Backpacks may not be carried in the hallways. Teachers generally are very accommodating about lateness the first two weeks of school until kids have a chance to determine the timing of going to their lockers to change books and arriving to class on time.

**Balloons and Bouquets:** Delivery of balloon bouquets and flowers is discouraged. Students will be notified that they have a delivery and can pick it up after school.

**Band:** Andrew Chapple is the CT Band Director. He will host an orientation for new and returning band parents early in the fall. At that time you will receive a book with contact information including the name, phone number, and email address of the Parent Band Coordinator. Uniforms and other supplies are ordered at orientation, large instruments may be rented to keep at the school (to avoid lugging that big tuba back and forth on the bus!), and percussionists will order a special stick kit. You will receive information about fundraising, lockers, pay fees and much more on this night. The CT Band department has a specific website that can be accessed by going to Mr. Chapple's website on the faculty section of the school web page. You also may access this website at [www.charmsmusic.com](http://www.charmsmusic.com). The school Code is CTBand and then you enter your student's ID number. 7<sup>th</sup> grade students normally do not participate in the Old Settlers' Day parade, which is in early September.

**Basketball:** is available to 8th and 9th grade girls and boys.

**Bikes:** Bikes should be locked to the bicycle rack which is located by the pool entrance on the east side of the building.

**Birthdays:** Many students kidnap their friends before school on their birthday and dress them up in special birthday clothes to wear to school. A birthday t-shirt is acceptable, but hats or clothes or make-up that are disruptive to the learning environment are not allowed.

**Book Fair:** Takes place twice a year (spring and fall) in the media center. The fair is staffed by parent volunteers and benefits the media center.

**Breakfast:** Breakfast is served every morning from 7:15-8:00 a.m. See District website for cost.

**Bulldog Time:** This is a special time set aside each day for various purposes. One is for presentations by counselors and administrators on topics such as Bully Prevention, 7 Habits for Effective Teens, Careers, etc. For freshmen this time will be tailored toward high school topics: 21st Century schools, high school credits, high school activities, SAT/ACT. OE will send speakers for these areas.

**Bullying:** Report bullying to a teacher, nurse, counselor or administrator. Each reported incident will be investigated and recorded. Educating victims, perpetrators, bystanders and parents is part of the process when an incident occurs or is investigated. For information on the Olathe Bully Prevention Plan, see the principal. Bully prevention training/education of staff and students will take place in early fall.

**Bus:** Free transportation will be provided to students who live 2.5 miles or more from school and qualify for state reimbursement to the District. See website for rates, procedures and rules. There also is a semester payment plan and reduced rate for second student. The bus company is First Student and the phone number is 913-782-1050.

**Cafeteria:** see Lunch

**Career Cruising:** Web based career exploration and planning tool, link is on the school website. Contact school counselor for a password.

**Chaperones:** Parents are needed for field trips and after-school activities such as dances and mixers.

**Choir:** Marcheta Pearson is the CT Choir Director. She will host an orientation for new and returning choir parents early in the fall. At that time, you will receive a booklet with information about the upcoming year, expectations, uniforms, fundraising, fees, supplies, contact information, quartet opportunities, etc. Choir also has spirit gear available at orientation including hoodies. If your 7th grade student is enrolled in only one semester of choir and all-year band, you still will need to purchase a choir t-shirt. The black trousers worn by 7<sup>th</sup> graders for band also can be worn for choir. If your 7th grade student is enrolled in both band and choir, they will be assigned to either band OR choir for fundraising efforts, not both. There are several opportunities for parental involvement to assist Mrs. Pearson, chaperone field trips and help at concerts.

**Classroom Visits:** Parents may pre-arrange a mutually agreed upon date with the principal. No siblings are allowed. You must check in at the office.

**Clubs and Activities:** School spirit is encouraged at CTJHS. Our mascot is the bulldog. School spirit reflects the attitude, behavior, character, personality, pride and sportsmanship of the students and staff in our building. Clubs meet during Bulldog Time (during the school day).

**Club Time:** is during Bulldog Time during the school day for clubs to meet. Students who do not belong to any clubs use this time for study.

**Code of Conduct:** Can be found in the Student Planner and on the District website. Parent/Guardians receive a copy at enrollment in July.

**Combinations:** Parents may want to keep a copy of their student's locker combinations at home in case they need access to the locker when a student is ill.

**Communications:** Parents can expect the school to communicate with them in several ways: school newsletters are posted on-line, on-going email and phone calls, mid-term progress reports, report cards, parent-teacher conferences in October and February and Parent Access.

**Counselors:**

Michele McMurry, Counselor for Students with Last Names A-K  
Sue Sandbothe, Counselor for Students with Last Names L-Z

**Curriculum:** available on the school website, under the "Academic" tab, "7/8 Program Planning Guide."

**Dances:** Regular school dances are scheduled throughout the year. They are chaperoned by staff and parents. Guests from other Olathe junior high schools may attend the Valentine's Dance ONLY, after a guest form is completed and approved by a CTJHS administrator a week before the dance. Students are not admitted to the dance after 7:30 p.m., and cannot leave before the dance ends, unless they are accompanied by a parent. Parents should pick their child up from the dance promptly at 9:00 p.m.

**Decorating Lockers:** Students may decorate the inside of their locker, but remember that lockers are the property of the school. Shelving units are not allowed in lockers.

**Detention:** Teachers may detain students before or after school for disciplinary reasons. It is the teacher's responsibility to notify the parent of a detention. Detention slips are issued the day a detention is assigned. Parents are asked to sign the slip and send it back to the teacher with the student. Notifications of detentions may occur through phone contact. Detentions must be made up by the students within two school days from the time the detention is given.

**Directory:** Student directories may be ordered at enrollment for \$3.00. Directories are available at October's parent-teacher conferences.

**Dress Code:** Boys – Pants may not sag below the waist, wear a belt if necessary. Boxers or other underwear should not show. Shirts may not be cut at sleeves, especially showing armpits and area below armpits. No tank tops, unless covered by another shirt, no undershirts in the "tank top" style showing. Girls – Blouses, shirts, tops, etc., should have straps that are "lasagna noodle" in width not "spaghetti noodle" width. No bare midriffs. When standing or sitting, the girl's shirt should meet her skirt or pants. No bare backs. Shorts, skirts, etc. should not be too short. When standing – if the ends of a girl's fingers extend past the shorts or skirt – it is too short.

**Electronic Devices:** Students may not have cell phones, MP3 players or any other electronic devices on their person until after 3:00 p.m. If taken by a teacher, the item is sent to the principal's office. Parents need to pick them up from an administrator between the hours of 7:30 a.m. and 3:00 p.m. Repeated incidents may result in consequences.

**Enrollment:** California Trail's student population is approximately 841 students (as of 9/20/2008). 7th Grade = 290                      8th Grade = 282                      9th Grade = 269

**Enrollment Day:** This usually takes place the end of July. This is a terrific time to take your student up to the school and pick up their schedule, which will have their locker number, combination and team information on it. Spiritwear, gym shirts, yearbooks and student directories can be ordered. School supply lists are available, although teams often request specific items in addition to that list.

**Feeder Schools:** Regency Place, Heatherstone, Bentwood, Pleasant Ridge.

**First Day of School:** 7th grade 1/2 day August 13 (8:00-11:15 a.m.). All students full day August 14th (8:00 a.m.-3:00 p.m.). WEB Leaders (9<sup>th</sup> grade mentor students) attend the first half day of school to help the 7<sup>th</sup> graders.

**Grades:** Grade cards are issued at the end of each nine week period and Mid-Term Progress Reports during the fourth week of each quarter. Grades are given out at parent-teacher conferences or sent home with students. The final grade card of the school year is mailed to parents. Parent Access provides parents with grades also.

**Gym Uniforms:** Students must have black gym shorts and the uniform gym t-shirt which is available for purchase at enrollment. If you have younger siblings, it is a good idea to put your last name on the gym shirt so it can be passed down.

**Health:** Human sexuality and AIDS are covered in Health Education class in 7th grade. All materials and subject matter are available for parental preview. Students may be excused from such instruction with parental request and notification to school officials.

**History:** CT opened in August of 1996.

**Homework:** Some teachers post homework assignments on their website. Homework Help is provided free of charge through the Johnson County Library system. Contact counselors for more information or go to the District webpage and click on Students, then click on Homework Helper. You will find sites specific to core curriculum. Teachers usually provide a list of suggested websites at Open House. Curriculum links can be found on the CT Web Page under Media Center, then click on resources. Core teachers often will provide a website and often include online tutoring.

**Honor Rolls:** There are 3 honor rolls to recognize student achievement. Students are recognized during the first three quarters.

Straight A: 4.0 grade point average; straight A's

Principal's Honor Roll: 3.5 grade point average; no grades below a B

Academic Honor Roll: 3.0 grade point average; no grades below a C

**Hours:** The school is open to students at 7:30 a.m. Classes begin at 8:00 a.m. and end at 3:00 p.m. Students should clear the building by 3:15 p.m., unless under the supervision of a teacher.

**ID Card:** Lost ID cards will be replaced at a charge of \$5.00. The ID card is used for lunch charges, bus pass, library card and activity card. Take care of it! Defacing ID cards is considered vandalism.

**Inclement Weather:** You can sign up to receive both text and email alerts from the Olathe School District. Go to the District website and look for the box to sign up. In the event that school is cancelled due to inclement weather, this information would be broadcast on television and radio and on the District website. All school activities are canceled on days that school is closed. If the inclement weather happens while school is in session, students are not released until an all clear is issued. Parents are welcome to pick up their child early from school if they are concerned about weather.

**In-School-Suspension (ISS):** In School Suspension is used for students in a disciplinary manner or for students who need an alternative placement on a temporary basis.

**Intramurals:** Usually take place during Bulldog Time. Includes dodgeball, volleyball and basketball.

**Leadership Opportunities:** The Olathe School District offers many opportunities for students to improve their leadership skills. Programs are student driven and include students from all of the District's junior highs and high schools. They include, but are not limited to: Youth Court, Teen Council, The Mirror. If your student is interested in a leadership opportunity contact the school counselors, or see the "Student Development" link on the District website.

**Lockers:** Students are assigned a hallway locker in which to store coats, umbrellas, books, school supplies and backpacks. Shelving units are not allowed in lockers. Students should not share combinations with friends, and should keep their lockers locked. Locks are provided for band, orchestra and gym lockers. A fee is charged for lost locks.

**Lost and Found:** Lost and found items are located at the south end of the front hallway. Any items not claimed at the end of each quarter are given to a charitable organization.

**Lunch:** CTJHS has a closed-lunch policy. Lunch is 25 minutes. Parents are allowed to bring lunch in for their child, but they are not allowed to take other students out for lunch. Refer to the District website for current lunch prices. CT's cafeteria manager will provide you with an itemized report of your student's lunch purchases if you request one. Students must present their ID card to pay for lunch or go to the back of the line. If a student runs out of money in their account they may charge an "A" lunch **a total of three times**. Students always can pay for lunch with cash.

**Lunch Tables:** After a week or two students will be expected to stay at the table they have chosen for the remainder of the semester.

**Media Center/Library:** Books can be checked out for two weeks at a time, and may be renewed unless they are in demand. The student's ID card functions as their library card.

**Medication:** All prescribed medications which must be taken at school should be brought to the school nurse's attention. Controlled substances (narcotics, anti-depressants, stimulants) require a doctor note and parent's signature and will be dispensed from the nurse's office. Antibiotics, inhalers and emergency allergy medicines are allowed to be carried and administered by students for whom they are prescribed. Other over the counter medications that may be carried and self-administered include Tylenol, allergy or cold pills and cough drops. Students should never give their medicine to another student. The principal may revoke the self-medication privilege of any student found to be in violation of the policy.

**Mission Statement:** Developing a community of learners who are: Respectful, Responsible and Resourceful.

**Musical Instruments:** can be left in coach's office during after-school practices. Contact your coach about this.

**Newspaper:** Applications are accepted in the spring for the following year.

**No Pass/No Play:** If a student is failing tests or quizzes, does not complete assignments or homework, does not participate in class or bring needed materials to class, the teacher will fill out a no pass/no play form and give it to the Athletic Director who will notify the coach.

**Oops Passes:** Teachers in 7<sup>th</sup> grade provide OOPS passes to allow for lost or forgotten assignments. These decrease over the quarters, promoting increased responsibility on the part of our children. 1<sup>st</sup> quarter = 4 passes per core class, 2<sup>nd</sup> quarter = 3 passes per core class, 3<sup>rd</sup> quarter = 2 passes per core class, 4<sup>th</sup> quarter = 1 pass per core class.

**Open House:** Evening at the start of the school year to meet teachers. This year it is Tuesday, August 25, 7:00-9:00 p.m. Teachers will tell you when they are available to talk and the best way to reach them. They also will share when they are at school beyond regular school hours to help your child if needed.

**Orchestra:** Sherry Wann is the CT Orchestra Director. She will host an orientation for new and returning band parents early in the fall. Uniforms and other supplies are ordered at orientation and large instruments may be rented to keep at the school (to avoid lugging that big cello or bass back and forth on the bus!). You will receive information about fundraising, lockers, pay fees, and learn much more on this night.

**Parent Access:** Parents of junior high students have online access to their student's records (grades, attendance, homework, emergency contact, etc.) Registration required, contact the office.

**Parent Connections:** CT's parent organization. All parents are welcome and encouraged to join. Different committees within the organization plan parent education presentations on relevant topics such as bullying and internet safety, coordinate parent volunteers, plan social activities for 7th grade students, and help maintain the school grounds.

**Parent Involvement:** Contrary to what your child may tell you, you can be involved at the junior high school. Teachers (especially band, orchestra, choir and art teachers) need and want help with organizing, filing, copying and chaperoning on field trips. You may chaperone a dance or other school event (even if your child does not want you there).

**PE Excuse:** The school nurse may authorize an excuse from physical education class for up to two days. Additional consecutive days require a physician or dentist note.

**Physical Examinations:** All students participating in athletics, cheer and drill team must have a completed and signed physical examination on file with the school nurse before they can participate in tryouts, practice or games. The physical must be completed, signed and dated after May 1 of the upcoming school year. Example: May 1, 2009 for the 2009-2010 school year.

**Report Cards:** see Grades

**Schedule:** Six 45 minute class periods and one 85 minute class (lunch included), with 5 minute passing periods.

**School Pictures:** A photographer comes to take an individual picture of students during the first few weeks of school. This picture is in the school yearbook. Picture packets need to be completed, with money attached, and handed to the photographer at the time of the student's phone if they wish to purchase pictures. There is no obligation to buy them. An all-class picture of the ninth grade class will be taken each fall. Students have the option to purchase this picture. Again, the completed order form and money need to be turned in at the time of the picture taking.

**School Resource Officer:** Monty Caldwell can be reached via the school at 780-7220.

**School Supplies:** A list is provided at enrollment. Teachers often request specific items during the first few days of school.

**Showers:** Not required after PE class.

**Site Council:** Provides support, advice, assistance and counsel to the District and individual schools regarding their established School Improvement Plan. Membership is open to all CT parents. Contact the principal if interested.

**Student Drop-Off and Pick-Up:** Parents dropping off and picking up students should observe the one way and stop signs on the north and east sides of the building. Please DO NOT drop students off at the front entrance. This lane is reserved for buses. There are two options for student drop off and pick up:

The front parking area (north), moving west to east (one way) – **You must turn left out of the parking area. You may then left or right onto 133<sup>rd</sup> St.**

The east parking lot (next to the football field) – enter to drop off students by the east door. This is one continuous “U” turn until you leave the driveway. **You may then turn left or right onto 133<sup>rd</sup> St.**

**Student Planners:** In addition to the calendar pages, this book contains a lot of helpful school information.

**Summer School:** The summer school program in junior high offers 21st Century High School advanced study programs, ACT prep and leadership classes in addition to review classes.

**Swimming:** All PE students will swim. Girls must have a one-piece suit. Cut-offs are not allowed. If a student is not able to participate they may walk laps around the pool during class. It is a good idea to keep a plastic bag in lockers for transporting wet suits.

**Teams:** 7<sup>th</sup> and 8<sup>th</sup> grade students are grouped into teams which share a group of teachers who teach separate core academic courses but plan cooperatively for connections between subjects. Students will belong to one team and will have their core classes with other students from their team.

**Telephones, Cell Phones and Other Electronic Devices:** The school phone in the office may be used to make calls. Cell phones are to be kept in student lockers during school hours. Cell phone use is prohibited before and during school. Staff will confiscate cell phones and other electronic devices seen during school hours. The item will be kept in the principal's office until it is claimed by the parent. Repeat offenses will result in disciplinary action.

**Theater:** 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> graders can audition for both theater productions – the fall play and the winter one-act. They also may serve on the lighting and sound crew.

**Track:** see Athletics

**Traffic:** see Student Drop Off/ Pick Up

**Tryouts:** Tryouts for Cheerleading and Drill Team are in the spring. They consist of after-school clinics on Monday, Tuesday and Wednesday followed by after-school tryouts on Thursday.

**Water Bottles:** May be carried throughout the school day.

**WEB Program:** "Where Everyone Belongs." This is a student to student mentor program. Freshmen students apply to become a mentor and if chosen, they receive ongoing training to offer support to the new 7<sup>th</sup> grade students, beginning the first day of school. WEB leaders are paired up and then assigned randomly to about 10 7<sup>th</sup> graders who will then meet regularly throughout the year.

**Web Resources:** The Olathe School District Web Page address is: [www.olatheschools.com](http://www.olatheschools.com). The site contains many helpful links, including school websites, staff email addresses, parent access, lunch, maps and calendars.

Other useful websites which have been promoted through the CT Newsletter are:

[www.partnershipforlearning.org](http://www.partnershipforlearning.org)

[www.parentingteensonline.com](http://www.parentingteensonline.com)

## Clubs at California Trail

This list is a sampling of some of the clubs available to students at CT. Written information will come home with students at the beginning of the school year.

**ACE:** Members of this club produce works of art which are displayed at the District Education center and participate in a Fine Arts Night at CT, in April.

**Drama Club:** This club represents the speech and drama department at CT. The purpose of this club is to promote interest and involvement in the performing arts.

**Excel:** an organization with emphasis on activities which embrace community service. CT is a chapter of the national organization. The alliance affords students benefits for being involved in giving back to their communities. Mrs. May is the sponsor.

**KAY Club:** A service club that participates in school and community service activities. This club is a chapter of the State High School Activities Association Organization.

**Math Counts:** This is a team from CT which promotes enriched study and competition in the area of mathematics. Math Counts events require the acquisition of math facts, concepts, processes and skills in math application.

**Pep Club:** This club exists to promote school spirit, the development of a positive sense of sportsmanship, dynamic leadership and responsible membership and to support the overall athletic program of CT. This is carried out through intra and inter organizational cooperation. Membership is open to all CT students who agree to abide by the constitution of the club. The regular monthly meetings are held during one Bulldog Time of each month. Students eligible for cheerleader or drill team tryouts will be active Pep Club members who have been members in the club for two consecutive semesters prior to the tryouts. The exception will be new students entering CT who have been members since the beginning of the semester during which tryouts are conducted. Cheerleaders and drill team members must be active Pep Club members.

**Science Olympiad:** A team which promotes study in the area of science and competes in events at the regional, state and national levels. Science events require knowledge of science facts, concepts, processes, skills and science applications.

**Student Leadership Club:** This club was created to empower all students to explore their leadership potential through educational opportunities in school and the community. Students involved in this program have an opportunity to develop and refine new leadership skills. These skills are consistent with those our school community is modeling; total student involvement, commitment, and strong positive relationships and social interaction. As the "umbrella" club organization, members of Student Leadership Club act as representatives within all other Clubs at CTJHS. Leadership opportunities include service projects, public speaking and mentorships.