

Sugar Land Middle School Supplement
To the 2009-2010 Student Planner/Parent/Handbook



321 7th Street
Sugar Land, TX 77478
281-634-3080

This agenda belongs to:

Name: _____

Address: _____

City & State: _____ Zip Code: _____

Telephone: _____

MISSION STATEMENT

Working collaboratively, the Sugar Land Middle School Professional Learning Community will commit to creating a safe environment with high expectations leading to physical, social, emotional and academic success for all Titans.

TELEPHONE NUMBERS

Front Office 281-634-3080
Attendance 281-634-3089
Clinic 281-634-3091
Counselors 281-634-3088

ARRIVAL/DISMISSAL AT SCHOOL

- The campus doors will not be opened for students until 8:15 AM. All students are to report to the following designated areas at 8:15 a.m. or immediately upon arrival to school and follow the directions of the duty teachers:
 - 6th grade to Practice Gym;
 - 7th grade to Competition Gym; and
 - 8th grade to Commons. Band students may report to the band hall with permission from the band teacher.
- Buses unload at the bus ramp. Car riders are to be dropped at the circular drive in the front of the school. **Cars are not allowed in the bus ramp area.** Bike riders are to park their bikes at one of the racks provided. Students are encouraged to lock their bikes. The school is not responsible for damage or theft of bicycles or parts while bicycles are on campus.
- Breakfast lines close at 8:40 a.m.
- Students may not leave campus without permission once they have arrived.
- When the dismissal bell rings at 3:50 PM, all first flight bus riders are to report to the bus ramp through the doors in the counseling hall. All second flight bus riders must report directly to the Competition Gym. **No second flight bus riders, car riders, or walkers are to be in the bus loading area or the courtyard for any reason. Busses leave promptly at 4:00 pm.** All students should be out of the building by 3:55 PM unless they have permission from a supervising teacher or are involved in school-sponsored activities. Students may not return to lockers or classrooms unless supervised by an adult. Walkers and bike riders should leave campus immediately. **Car riders are to wait in the front of the school building. Students with bicycles must walk their bikes at all times on campus.**

ATHLETIC EVENTS/ EXTACURRICULAR ACTIVITIES

Student participants in a contest are expected to display good behavior and conduct during and after the game. Student spectators are expected to be dressed according to school dress code, display good sportsmanship, and behave properly. Students are to sit in their "home" section. Students are not to wander around, throw items, horseplay, or use inappropriate language. Students who do not behave properly may be disciplined and prohibited from attending after school activities. Student spectators will not be allowed to re-enter the game area after departing. Students may not leave the event and then re-enter.

Students are not to stomp on the bleachers as this weakens the structure.

Students should arrange at least a day in advance for transportation from an athletic event and should be picked up on time. Students who are not picked up promptly will be prohibited from attending after school activities the remainder of the school year.

ATTENDANCE

Students have a better opportunity to learn when they are in regular attendance. Absences for the following reasons are considered excused:

1. Personal illness
2. Serious illness or death in the family
3. Scheduled professional appointments (doctor, dentist, orthodontist, etc.) with a doctor's note.

Any absence that does not meet the guidelines for an excused absence is considered unexcused. Students will not receive credit for any work missed during an unexcused absence. **Following an absence from school, a student must bring a note of excuse. Notes must be received within two days of the absence or the absence will be unexcused. District truancy officers will issue warning letters and citations for excessive unexcused absences. Please monitor your child's absences on progress and report cards.**

All anticipated absences must be cleared by the grade level principal at least one full day before the absence. All assignments missed will be due on the day the student returns to school unless otherwise arranged with teachers or grade level principal. Assignments associated with an anticipated absence will be provided before or after the absence at the discretion of the school. **Any anticipated absence not cleared in advance will be unexcused. Three unexcused tardies to school will count as an unexcused absence.**

Students who arrive late to school must sign in at the attendance office and obtain an admission slip. Sleeping

late, missing the bus, car problems, etc. are unexcused tardies.

Students who need to leave school early should bring a note stating the time they will be leaving, who will be picking them up, the reason for leaving, parent signature and a telephone number where the parent can be contacted. This note should be given to the duty teacher collecting attendance notes in the Commons in the mornings. The attendance clerk will then send a blue slip to the student to be used as a pass when it is time to leave. A parent or guardian must present photo identification and sign the student out at the attendance office.

When students are absent from school, it is the student's responsibility to obtain any make-up work or other assignments from the teacher. Students have one day per each day of absence to turn in make-up work. **Generally, homework assignments for absent students will not be available until the student has been absent for three consecutive days.**

Address and telephone number changes must be given to the data entry office immediately. Parents must complete a new information and registration form each time there is an address change. Proof of residence must be provided. Forms may be obtained in the counselors' office. Parents are encouraged to notify the data entry office of any change in employment phone numbers.

DISTRICT POLICE DEPARTMENT

To ensure that sufficient security is provided to protect the students, employees, and property of the District, the Board has authorized the formation of the Fort Bend Independent School District Police Department, the officers of which shall enforce Subchapter M of Chapter 21 of the Education Code as well as the Penal Code; provide police services at school campuses and at school-sponsored and District-sponsored activities that occur off school property; enforce all general and criminal laws of the State of Texas within the jurisdiction of the District; and perform all the duties of licensed peace officers enumerated in the Texas Code of Criminal Procedures within the jurisdiction of the District.

DRESS CODE

In addition to the District dress code, SLMS has a campus dress code:

Any attire that is distracting, disturbing (such as violence, suicide, death, skulls, blood), or suggestive, as deemed by the teachers and/or administration, will not be permitted.

The following items are unacceptable and not permitted:

- Hats and caps
- Dresses, skirts, shorts shorter than 3" above the knee, including slits
- Excessively baggy garments/**sagging pants** **Pants must be worn at waist with a belt**
- Frayed hem, ripped/torn clothing
- Clothing that shows a bare midriff
- Low-cut or see-through tops (worn alone or with tank tops) or backless dresses
- Bandanas of any color.
- Clothing with improper advertising, pictures, or slogans
- Chains attached to wallets and/or clothing
- Spiked jewelry
- Clothing that advertises drugs, alcoholic beverages, or tobacco
- Clothing that advertises any unauthorized group
- Tight fitting clothing
- Designs cut or shaved into the hair/**Mohawk hair styles**
- Distracting hair dyes
- No facial hair for male students i.e. mustaches, beards, or goatees
- Athletic sweat pants or pants that are fastened on the sides of the legs with snaps or Velcro, etc.
- No flip-flops or rubber soccer sandals.
- The only body piercing acceptable will be earrings in the ears. Due to safety issues, only a stud earring is permissible for male students. No jewelry that displays drugs or weapons is permissible.
- Tattoos, icons and any other markings on the body that cannot be removed shall be covered at all times in an unobtrusive manner that is not disruptive to the instructional process.
- Students who do not adhere to the dress code shall be given an explanation of the dress code policy and shall be assigned to in-school suspension either for the remainder of the day or until a parent or designee brings an acceptable change of clothing. Subsequent and repeated violations of the dress code will result in disciplinary action. Students not in compliance with the dress code shall be prohibited from participation in District sponsored activities/functions held outside the school day. Carefully read the Student Code of Conduct in this handbook for the specific guidelines.

ELEVATOR

An elevator is available for students who cannot use stairways due to medical conditions. A doctor's note is required to be given to the school nurse, who will make the necessary arrangements.

FIRE DRILLS

When the signal to evacuate the building sounds, students should form a single-file line in their respective classrooms and proceed under the direction of their teacher, as quickly and as quietly as possible, to their assigned exits. There is absolutely no talking during a fire drill. Students are to remain in their lines. Students and teachers will be signaled when to return to class. Maps of exit routes are posted in each classroom.

CRISES DRILL

When a crisis drill sounds, all students will follow the guidance of the principal and staff. When the school is in a lock down situation no one will be allowed in or out of the building until an all clear signal is given.

INSURANCE

Student accident insurance is available. Claim forms and questions concerning the coverage must be directed to the insurance carrier not the school. The school acts solely in the capacity of a service agent.

LATE WORK POLICY

1st day late – 10 pt. reduction from grade earned
2nd day late – 20 pt. reduction from grade earned
3rd day late – 30 pt. reduction from grade earned

ZAP- Zeros are not permitted will be assigned by the teacher when students do not turn in homework/class work. ZAP will be held after school on Monday and Wednesday afternoons from 4:00 – 4:45. Parents will be notified by the classroom teacher assigning ZAP and transportation will be provided if needed. More information regarding the ZAP program will be put on the SLMS webpage.

Retesting:

All students are allowed to re-test on major assessments. Those students who pass a major assessment can schedule a time during a.m. or p.m. tutorials to re-test. The higher of the two assessment scores will be counted. A student who fails a major assessment must attend at least one tutorial session and schedule the re-test prior to the next major assessment in the subject the student is re-testing. The higher of the two assessment scores will be counted.

LOCKERS

Having lockers for storage is a privilege that is extended to all students. Remember that the locker itself belongs to the school and the student is responsible for its contents.

1. Do not give your combination to anyone else.
2. If you have trouble with your combination, notify your advisory teacher.
3. Lockers are school property and may be inspected by the administration for reasonable cause.
4. Do not use any other locker than the one assigned to you.
5. Do not pre-set or "peg" your locker.

LOST AND FOUND

The lost and found is located in the Front Office. Found items should be given to a teacher or the receptionist or the campus police officer. Every effort will be made to find the owners provided the item is tagged with a student name. Items not claimed will be disposed of at the end of the year.

HALLWAY BEHAVIOR

- No Running or Horseplay
- No Loud Voices or Screaming
- No Congregating in Groups
- Walk on the right side of the hallway

SLAM BOOKS

Participation in a slam book is prohibited. Discipline procedures will be implemented.

BACKPACKS/NYLON DRAW-STRING BAGS

Upon dismissal in the morning from grade level areas, students are to secure backpacks/nylon draw-string bags in their lockers until dismissal at 3:50 p.m. During end of semester exam days backpacks and nylon drawstring bags will not be allowed at school.

STAIRS

Staircases are indicated "up" or "down" in order to reduce traffic congestion. Students will be required to adhere to these regulations.

TARDY POLICY

Students are expected to be seated in their classroom when the tardy bell rings. If not, they will be counted as tardy. All tardies are cumulative. First tardy results in a warning. Second and third tardy students will receive a team consequence. Fourth and subsequent tardies will be referred to the grade level principal for disciplinary action.

Periodic "hall-sweeps" will be conducted. Students who are caught in the hallway without an appropriate pass will be assigned Saturday detention.

CELL PHONES

Use of cell phones is prohibited on campus during the hours of 8 a.m. and 4:15 p.m. If a student brings a cell phone/pager to school, it must be kept in his or her locker and be turned off during the hours specified above. If cell phones are confiscated:

1st Offense: Device confiscated by teacher or appropriate administrator. Parent may pick up cell phone the following school day after payment of a \$15 return fee to be used towards the campus activity fund. Disciplinary action is at the discretion of the administrator.

2nd Offense: Device is confiscated and turned over to the appropriate administrator. Parent may pick up cell phone the following school day after payment of a \$15 return fee to be used towards the campus activity fund. Disciplinary action is at the discretion of the administrator.

3rd Offense: Device is confiscated and turned over to the appropriate administrator. Parent may pick up cell phone the following school day after payment of a \$15 return fee to be used towards the campus activity fund. Disciplinary action is at the discretion of the administrator.

TEXTBOOKS

Textbooks are loaned free of charge to all students. Books will be checked at the beginning and the end of the year for damages. Students will be expected to pay for lost or damaged books. Textbooks are to be covered at all times. Any students failing to return all books shall forfeit his right to free textbooks until the books previously issued but not returned are paid for by the parent or guardian. (Sec. 1265 © Texas Education Code) Fines will be assessed for damages to textbooks.

VALUABLES

Students are not to bring large amounts of cash or expensive items such as jewelry or valued trading cards to school. Students are responsible for all personal items brought on campus. Recovery of lost or stolen items is difficult.

BUSSES

Students must adhere to all bus rules or bus riding privileges will be denied.

VISITORS

Parents are welcome to visit the school. Parents and visitors to the campus must sign in at the front office and obtain a pass. **Parents and visitors will be required to present picture identification.** Parents wishing to conference with teachers by telephone or in person must contact the front office. Communication via e-mail is strongly encouraged.

You may locate e-mail addresses by visiting the FBISD website at www.fortbend.k12.tx.us

Students may not have other student visitors during the day unless prior arrangements have been made with the grade level principal. Visiting by ex-students and others who live and spend most of their time in the area is not allowed.

MEAL REGULATIONS

In order to comply with the Texas Public School Nutrition Policy, students are not permitted to share food with other students. **Parents may not send or drop off any food items, including pizza and cakes, for their students to share with other students.**

TUTORIALS

Teacher Titan Time

Monday and Wednesday / 8:15 – 8:45 am

Extra Catch-Up

Monday and Wednesday / 4:00 – 5:15 pm

GRADING SCALE

100 -90	A
89 – 80	B
79 – 75	C
74 – 70	D
69 and below	F

**MIDDLE SCHOOL SEMESTER EXAM
EXEMPTIONS FOR SPRING 2010**

BELL SCHEDULE

6th Grade

Advisory 8:50 – 9:20

1 st Period	9:25 – 10:10
2 nd Period	10:15 – 11:00
A LUNCH	11:05 – 11:40
3 rd Period	11:45 – 12:30
4 th Period	12:35 – 1:20
5 th Period	1:25 – 2:10
6 th Period	2:15 – 3:00
7 th Period	3:05 – 3:50

7th Grade

Advisory 8:50 – 9:20

1 st Period	9:25 – 10:10
2 nd Period	10:15 – 11:00
3 rd Period	11:05 – 11:50
B LUNCH	11:55 – 12:30
4 th Period	12:35 – 1:20
5 th Period	1:25 – 2:10
6 th Period	2:15 – 3:00
7 th Period	3:05 – 3:50

8th Grade

Advisory 8:50 – 9:20

1 st Period	9:25 – 10:10
2 nd Period	10:15 – 11:00
3 rd Period	11:05 – 11:50
4 th Period	11:55 – 12:40
C LUNCH	12:45 – 1:20
5 th Period	1:25 – 2:10
6 th Period	2:15 – 3:00
7 th Period	3:05 – 3:50

- **SIXTH GRADE EXEMPTIONS – English and Math exams only. Must meet minimum TAKS standard (2100 scale score) and a grade of 80 or above in the applicable course. Must attend exempted class on test day to receive exemption. No removals to CAEP/DAEP/JJAEP and no outstanding fees or fines. Students must meet the state 90% attendance requirement to be eligible for exemptions.**
- **SEVENTH GRADE EXEMPTIONS – English and Math exams only. Must meet minimum TAKS standard (2100 scale score) and a grade of 80 or above in the applicable course. Must attend exempted class on test day to receive exemption. No removals to CAEP/DAEP/JJAEP and no outstanding fees or fines. Student must meet the state 90% attendance requirement to be eligible for exemptions.**
- **EIGHTH GRADE EXEMPTIONS – English, Math, Science and Social Studies exams. Must meet minimum TAKS standard (2100 scale score) on applicable TAKS test and a grade of 80 or above in the applicable course. Must attend exempted class on test day to receive exemption. No removals to CAEP/DAEP/JJAEP and no outstanding fees or fines. Students must meet the state 90% attendance requirement to be eligible for exemptions.**

NOTE: Students eligible for exemptions may take one or more exams to improve their semester average. This is optional and initiated by the student or parent. Exemptions are contingent upon receipt of TAKS scores from the Texas Education Agency prior to exams.