

Student & Parent Handbook 2020-2021



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THIS AGENDA BOOK BELONGS TO:

Name _____

Grade _____ Team: _____

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The Student Agenda

Each SMS student receives a free student agenda at the beginning of the year. Students must keep their agenda with them at all times. The agenda utilized for a daily assignment notebook, communication tool with parents, and hall pass. Students who lose or damage their agenda are expected to immediately purchase a new one for \$5.00. Students should treat agendas as textbooks by doing the following:

- Leave all pages in the agenda the entire year.
- Keep the cover and spiral binding intact.

Should a student's agenda be lost, stolen, or damaged (as stated above), students are required to purchase a new one. Students must have an agenda through the last day of school.

the
PANTHER
pact

Polite

Prepared

Productive

Safe



Sarasota Middle School

A Technology-Ready College and Career School

Welcome to Sarasota Middle School!

MESSAGE FROM PRINCIPAL BRESLIN

Greetings SMS Proud Panthers:

It is my sincere pleasure to welcome you to Sarasota Middle School, a proven Florida School of Excellence. Whether learning on our physical campus, or remotely, it is our commitment to provide a safe learning environment that supports the whole child in academic excellence, social growth, and college and career readiness to provide a solid foundation for future success.

At SMS we honor a tradition of excellence. We proudly offer a safe and encouraging environment that celebrates learning and innovation. With approximately 1150 students enrolled in the 2020/2021 school year, we strive to promote character, model integrity and empathy, and help students learn responsibility at school and in our community. We are proud to be a positive behavior school (PBS) and guide our learners in state-of-the-art Tech Active classrooms and our "team" settings.

Thank you for supporting the Sarasota Middle Community where our Proud Panthers are Polite, Prepared, Productive, and Safe! I am ecstatic to serve as your Principal and I welcome your feedback on our efforts throughout the year. I encourage you to please follow us through our website, Facebook or Instagram, and sign-up for the SCS App.

You can email or call our office to inquire how you can join in supporting SMS Panther Pride and our PTSO!

Together in Learning,

Dr. Laurie Breslin, Principal

OUR CURRICULUM:

*Promotes academic rigor and exploration
Responds to students' concerns
Sets high expectations for all students to succeed
Meets the developmental needs of young adolescents
Prepares students to be College and Career Ready!*

SMS VISION

Sarasota Middle School places learning at the center of its activities to enable all learners to lead productive, responsible, and healthful lives.

SMS MISSION

Sarasota Middle School is a community offering a safe, encouraging environment that celebrates learning and innovation. All learners model and promote integrity, empathy, and responsibility.

THE PLACE TO LEARN

The middle school years are a time when students experience many developmental changes that influence how they learn. Young adolescents are at a unique and crucial stage that demands teachers who understand them and know how to teach them in ways that maximize their learning. SMS teachers possess both content knowledge and specialized professional middle school preparation to provide the best learning opportunities for all of our students. At SMS, we establish a balance between the academic, physical, and social needs of middle school students.

School Hours

9:30 a.m. – 4:15 p.m.

Campus Supervision

8:30 a.m. – 4:30 p.m.

Student Bell Schedule

- 9:15 a.m. First bell, Report to Period 1
- 9:25 a.m. Students in class
- 9:25 a.m. SMS Announcements and News Live
- 9:30 a.m. Period 1 begins
(Tardy after 9:30 a.m.)
- 4:15 p.m. School dismissal
- 4:30 p.m. Students off campus

Arrival

SMS provides student supervision each school day in the courtyard from 8:30 – 9:15 a.m. Students may not arrive onto SMS campus prior to 8:30 a.m., unless they are participating in a prearranged activity supervised by a SCSB employee. At 8:30 a.m. SMS staff will open and monitor the early student entry gate located at the SMS Parent Pick-up loop.

APPROVED BEFORE SCHOOL ACTIVITIES

Media Center

The Media Center will be open to classes during the school day. Visits to the media center must be prearranged by instructional staff members. Please see SMS Return to School Safety Plan for guidelines.

Intramurals

Intramurals are postponed. Once Intramural are approved to recommence the PE teachers will announce opportunities for students to sign-up for intramural classes. Intramurals are non-competitive co-ed sport explorations. All participating students, grades 6-8, must return a signed parent permission form and athletic packet to participate. Further information can be located on the SMS website under Athletics.

Dismissal

A staggered dismissal will begin at 4:13pm. Please see SMS Return to School Safety Plan for guidelines. Students are to be off campus and en-route home by 4:30 p.m. Any student on school grounds after dismissal is there at his/her own risk. There is no supervision and the school cannot be responsible for the safety of students before/after school hours and on weekends.

Students are expected to:

- Know how they are getting home before the end of the day.
- Follow expected route home.
- Go immediately to bus or parent pick up from last class.
- Be off campus by 4:30 p.m.
- Not wander campus.
- Walk off campus using appropriate crosswalks

Parents are expected to:

- Make sure each day that students know their route home before coming to school.
- Call only for emergencies.
- Support the safety of all students by following pedestrian and traffic guidelines and law.

Visitors & Security

Sarasota Middle School is a safe and secure school with security fencing surrounding campus and a single point of entry for visitors to our school. Only essential adult visitors are welcome at SMS and must be Raptored into campus in the main office upon arrival. High school students are not allowed to visit SMS during the middle school day. For the safety of our students, all essential adult visitors must sign in at the main office, wear an identifying name tag while on campus, and sign out in the office. Visitors will be asked to provide a picture ID. SMS has Campus Security Monitors, a full-time School Resource Officer (SRO), and an active video camera surveillance system. Please see SMS Return to School Safety Plan for guidelines.

Security Gate Operation

All SMS security gates are kept closed except at designated times and under the supervision of an SMS staff member. The main office and additional gates along the parent pick-up/drop-off loop and bus/staff parking loop will open at 8:30am. Students must use the student entrance/exit on the eastside of building #1 during the school day to access the main office. Students may not exit the gates to traverse campus during the school day. The only exception is for emergency evacuation. Students are not to open and/or prop gates for others (students or adults). Anyone outside of the gates should be directed to report to the office.

Parking

Visitor parking is in the North-East parent pick-up/drop off parking lot. Students are not to be dropped off in the “bus loop” parking area or staff parking lot.

Change of Address or Phone

Notify the registrar immediately of changes in address, home, or work telephone number. Proof of residence must accompany changes.

Attendance

Regular and punctual attendance is vitally important to a student’s success in school. Florida State Law requires regular school attendance, and it is the responsibility of the parent to ensure that their child attends school daily. It is recognized that there are times when absences are unavoidable.

- Parent/guardians need to provide written explanation within 3 days of the absence.
- The principal or designee has the authority, within guidelines from the law, to determine if the absence is excused.
- The school will attempt to reach the parent by the home, work, cell, or emergency telephone number.
- In cases of excessive excused absences for illness, a parent may be asked to provide documentation from a physician.
- Absences for vacation must be given prior approval from an administrator and the student must make arrangements for completion of work prior to the absence.

Parents will be notified of unexcused or unexplained absences and may monitor daily tardy/attendance through the Parent Portal. If a pattern of non-attendance develops, parents will be asked to conference with school staff and participate in efforts to remediate the situation. If unexcused absences continue, truancy procedures will be initiated. Students who accumulate 5 or more absences per term may receive a district letter notifying the parent of the absences. 6

School Tardy

Students must report to the attendance office upon arrival and obtain a pass. A parent note is required to excuse a late student due to illness or urgent family matters. Excessive tardies to school may require documentation from a physician.

Class Tardy

Students are expected to report to all classes on time. Students who are tardy to a class miss vital instruction and disrupt the learning environment. Tardies may result in a Notice of Concern (NOC). SMS teachers are to follow the Tardy Policy for students who are tardy to their specific course and periods. The Tardy Policy is followed by grading quarter.

First Offense: Warning, marked in the Attendance System.

Second Offense: Final warning, marked in the Attendance System

Third Offense: Marked in the Attendance system, student receives a NOC with next NOC checked to indicate a lunch detention will be assigned for future infractions. Parent Contacted by teacher.

Fourth Offense: Marked in the Attendance system, student receives a NOC with 1 day of lunch detention. Parent Contacted by teacher.

Fifth Offense: Marked in the Attendance system, student receives a NOC with 2 days of lunch detention. Parent Contacted by teacher to schedule a parent conference. Referral to counselor for support.

Sixth Offense: Referral made to SWST to address tardy concerns.

Early dismissal

Early dismissal requires a passport. Students must take a note signed by their parent to the front office BEFORE school to receive a passport to leave school at the appointed time. Parents must meet and sign out their child in the front office. Students are permitted to leave school only with authorized persons as identified on the Student Registration Form. Changes to the pickup list will require parents to come to school and amend the authorized persons list by filling out a Student Re-Registration Form with the updated authorized pickup person. According to policy, only persons aged 18 and older who are authorized to pick-up may transport SMS students.

Make-up Work

Parents are encouraged to get student assignments from the teacher and teacher Blackboard websites. Students are allowed time equal to the number of excused days absent to complete make-up work. Students are expected to communicate with teacher to confirm due dates for assignments when absent.

Bus Transportation

Safety protocols that include wearing a face mask, sitting in assigned seat and using hand sanitizer must be followed. Riding the school bus is a privilege. Improper conduct on the school bus and at the bus stop will result in the loss of bus riding privileges. Students are to ride their assigned buses. If parents have a request for courtesy bussing for their child, please contact the District Transportation Department at 486-2141 at least two weeks in advance.

Bus Rules: All District and school rules are enforced on buses and at bus stops. The following items are prohibited on the bus:

- Any illegal items and items used as weapons
- Non-school items such as balloons, skateboards, roller blades, baseball bats
- Use of personal electronic devices

Students are expected to:

1. Wear a face covering & use hand sanitizer
2. Stand off the road to wait for bus.
3. Ride only your assigned bus.
4. Get off only at your assigned stop.
5. Get on/off quietly and orderly.
6. Sit in assigned seat at all times.
7. Keep arms/head inside windows.
8. Keep hands/feet to self.
9. Talk quietly; be respectful.
10. Refrain from eating, drinking, chewing gum.
11. Refrain from throwing objects on bus or out the window.
12. Obey bus drivers at all times.

Consequences: Bus or Bus Stop Offenses

1st Bus Misconduct: Warning from driver

2nd Bus Misconduct: Phone call home from Route Coordinator

Referral 1: 1-3 day bus suspension

Referral 2: 3-day bus suspension

Referral 3: 3 – 5 day bus suspension

Referral 4: 5 – 7 day bus suspension

Referral 5: 10-day bus suspension or recommendation for bus expulsion.

*These consequences may be amended based on severity of the disciplinary offense.

Zero tolerance bus offenses are handled by SCS Transportation Route Supervisor and SMS Administration according to the Sarasota County Public Schools Student and Family Handbook.

Temporary Emergency Bus Permit

Students requesting to ride a bus other than the bus to which they are assigned shall adhere to the following procedure.

- Parent notes from **both** families must be submitted to the SMS front office by 9:30am.
- After note verification and administrative approval, a Temporary Bus Rider Permit will be completed by the SMS front office.
- The student must retrieve the approved Bus Rider Permit from the front office at the end of the school day.
- The completed form must be presented to the bus driver.
- Administration & SCS Transportation dept. reserve the right to deny any Temporary Bus Rider Permit due to unsafe capacity bus load or prior discipline issues.

Sarasota Middle School cannot guarantee seat availability on a school bus, even if a temporary permit is provided. It is our strong recommendation that parents find alternative transportation for their children as they most likely will not be able to ride home on their non-assigned bus due to most SMS buses being at capacity.

No student shall ride a bus other than his/her assigned bus if a bus permit is not obtained. There will not be any exceptions. No student may ride a bus if he/she is not a registered bus rider with the Transportation Department.

Bike Riders

Bike riders must have their own locking device and store their bicycle in the appointed fenced area. In Florida, bike riders under 16 years of age must wear a properly fitted helmet, fastened with a strap. Limited supplies of free bicycle helmets are available from the School Resource Officer at SMS. Bike riders must obey all traffic rules, including the 5 MPH speed limit, no riding on campus, and the 15 MPH on Ashton Rd. Violations of safety and behavior guidelines may result in revoking of bike riding privileges and/or a citation from the SCSD. The school is not responsible for lost, damaged, or stolen bikes.

Dress Code

It is the responsibility of each SMS student to dress for success in accordance to the SMS and Sarasota County Dress Code. We seek parent support and monitoring of student's daily dress. This policy is the product of a student, parent, SMS staff collaborative team. While dress and grooming are prime responsibilities of parents, it is hoped that the school and parents can work together to support student attitudes and habits towards appropriate dress for school. Parental support is needed in helping to interpret the following general guidelines regarding student dress. The SMS dress code expectations are that students be clean, neatly dressed, and well-groomed at all times. Distracting styles and provocative grooming interfere with our focus on learning. Our goal is to promote quality education and behavior acceptable for a 21st Century learning environment and in preparation for the professional world of work.

General Clause

Students are not allowed to wear clothing, tattoos, or items that display, suggest, or advocate in words or graphics/symbols any drug or gang affiliation, violence, reference to profanity, vulgarity, sex, alcohol, tobacco, drugs, knives, or guns. Pajamas are not permitted. All face coverings must follow dress code guidelines.

General Dress

Clothing shall be worn as designed, pants secured at the waist/hips, belts buckled, no underwear as outerwear, and no exposed underwear. Clothing that is too tight or revealing when standing, bending, sitting or moving is unacceptable.

Tops, Blouses, Shirts

Shirts or tops must cover 2 inches of the shoulder and must extend 2 inches below the waist of the bottom garment or be tucked into the bottom garment, showing no midriff skin or underwear when standing, sitting, or bending. Sheer fabric is only acceptable when under garments are dress code appropriate. Examples of prohibited clothing include: spaghetti straps of any width, halters, tube tops, tops with holes that expose the torso, bikini tops, oversized arm or neck holes (such as muscle shirts), backless dresses, and clothing with plunging neck lines.

Bottom Garments

Bottom garments must be appropriate for a 21st century learning environment. Shorts should be comfortably long enough to not distract or offend community members. Shorts must reach the inside tip of thumb; skirts must reach the tip of the middle finger. Shorts, skirts and pants should not have holes or torn areas in places where undergarments typically cover or beyond the tip of the thumb per short-length guidelines. Swim trunks and board shorts are not permitted. If parts are too loose to cover undergarments, a belt, zip-tie, or alternative clothing item will be provided.

Shoes

Due to safety concerns, appropriate shoes must be worn at all times. Rubber (beach) flip flops and slippers are not allowed. Physical Education classes require sneakers/shoes.

Hats, Sunglasses, Hair, Body, Etc.

Any hairstyle, make-up or accessory that causes a disruption to the learning environment is not appropriate. Hats, caps, hoodies, bandanas, and sunglasses are not to be worn on campus or buses, except as allowed in PE, while eating lunch outside or per physician's documentation. The above-mentioned must be kept in locker or inside backpacks during the day. Facial paint is not allowed unless prior approval is given by administration. Blankets are not necessary in the school environment and are not permitted.

Jewelry

Jewelry will be worn in a way that it does not present a safety or health hazard or cause a disruption to the educational process. Headphones or air/ear-buds are not to be in use or worn around the neck unless attached to a device and authorized by a classroom teacher. Neckwear and bracelets with metal studs, other potentially dangerous items or items displaying profanity and profane slogans such as drug symbols are not allowed. Chains or leashes, including those hanging from the neck, belt, pocket, or attached to the wallet are prohibited.

Sports Uniforms

SMS or other sports uniforms can be worn during the school day only with administrative or Athletic Director approval.

Dress Code Enforcement

SMS staff members make every effort for consistent enforcement. To avoid loss of class time, students who do not come to school adhering to the dress code guidelines will be required to change into school-provided clothes to wear for the day or parents may bring a change of clothes to school. SMS guidance counselors or other support staff will assist in providing clothes and return the student to class as quickly as possible. Students will be responsible for returning the washed clothes they have borrowed from the school. Repeat offenses may result in a referral. The principal or her designee will have final decision on the appropriateness of all student dress.

After School Activities

Extracurricular activities are an extension of the school day. SMS students who participate or attend after-school activities and other-school sponsored events are required to follow all school policies and procedures including the Student and Family Handbook and Dress Code guidelines. Students wishing to attend an athletic or evening event must go home via their regular dismissal routes and then return for the activity. SMS does not offer after school supervision.

Clubs

Sarasota Middle School is proud to host a wide variety of student clubs. To learn more about each individual school sponsored club, participation requirements and meeting times, please contact the SMS front office or club sponsor. SMS school sponsored clubs include:

Book Club	National Junior Honor Society
Builder's Club	Odyssey of the Mind
Chess Club	Pep Squad
Drama Club	Student Advisory Council
Future Business Leaders of America	Students Working Against Tobacco
Garden Club	Technology Student Association
Math Counts	W.E.B. Leaders

School Dances

All middle school dances are open to Sarasota Middle School students only. Students must purchase their own ticket and may not purchase a ticket for friends or family members. Students may not be allowed to attend dances due to inappropriate school behavior.

Search Policy

Florida School Law, 2003, statute 1006.09, subsection (9) states: a student's locker or other storage area is subject to search upon reasonable suspicion that a prohibited or illegally possessed substance or object is contained within. This subsection allows the use of metal detectors or specially trained animals in the search for illegally possessed substances or objects.

Student Accident Insurance

At the beginning of the school year or upon enrollment for any new student, the Sarasota School Board makes available to all families the opportunity to purchase a Student Accident Insurance Plan. The purchase of this insurance is voluntary, and the cost of the plan is paid by the parent/guardian.

Volunteers

Volunteer visits to campus on currently suspended pending district guidance. We believe that volunteers are an invaluable asset. Once volunteer access to campus resumes, all volunteers must sign in and out in the school office each day and must wear an identifying nametag while on campus. We love volunteers!

Sarasota County volunteer guidelines require that all volunteers who give their time without pay to assist the school must be approved through the Community Involvement Portal. This requires a yearly on-line application. Every person must apply/re-apply each year. All field trip chaperones must be approved and Level 2 clearance must be obtained before any overnight/out-of-county trips. Interested persons may complete the Community Involvement Portal online application on their cellphone/computer or at SMS in the main lobby from 8:30 a.m. to 4:30 p.m. on any school day. Volunteers assist at SMS in many ways, including participating in PTSO, SAC, chaperoning field trips, tutoring, and helping in the classroom, office and Media Center.

School Advisory Council (SAC)

The SAC is a State-legislated school decision making group comprised of parents, students, teachers, administrators, support staff, business and community members. SAC meets once monthly and assists in developing, implementing, and evaluating the School Improvement Plan. Meetings are open to the public. Please contact the school office for meeting dates and additional information on how you may assist through SMS SAC.

Parent Teacher Student Organization (PTSO)

Sarasota Middle School has a strong and supportive PTSO that encourages family involvement. The group coordinates volunteer and family involvement efforts. Opportunities for helping students include: Book Fair, School Advisory Council, Volunteering and Tutoring, Renaissance, Staff appreciation activities, Student dances, Panther Run, and more! For more information on how you can assist through our PTSO, please visit the Sarasota Middle School PTSO Website at the following web address: <https://www.sarasotacountyschools.net/schools/sarasotamiddle>

Positive Behavior Support (PBS)

SMS takes pride in being a safe and orderly school. Our staff has high expectations for student behavior. The philosophy of our behavior management plan is that all SMS students follow the PANTHER PACT by remaining:

POLITE
PREPARED
PRODUCTIVE
SAFE

Student rules and guidelines are based upon the Sarasota County Student and Family Handbook. Students choosing to disobey rules will be assigned appropriate and progressive consequences and counsel.

School Expectations

A few key ways students can model the Panther Pact are by:

POLITE

- Communicating respectfully
- Keeping hands/feet to self

PREPARED

- Communicating all school-related information to parents and guardians
- Bringing materials everyday

PRODUCTIVE

- Contributing to improved performance
- Maximizing time on task
- Communicating all school-related information to parents and guardians

SAFE

- Wear face covering, and follow social distancing & CDC guidelines
- Keeping items not allowed at school at home
- Keeping hands/feet to self
- If you see something, say something, report any concerns immediately to an adult

Before School

Students are expected to:

- Arrive at appropriate time.
- Immediately report to assigned team area if arrival is prior to 9:15 a.m.
- Obtain breakfast between 9:00 a.m. – 9:25 a.m.
- Go directly from assigned team area, cafe or bus to first period.

Hall Movement

Students are expected to:

- Stay to the right, move counter-clockwise around building and follow directional signs and arrows
- Have Agenda Book with them at all times and obtain staff signature for Panther Pass.
- Move to destination quickly and in an orderly manner.
- Keep hands/feet to self.
- Use appropriate volume and language.
- Students should go directly to their next class during transitions.

Classroom

Students are expected to:

- Be in attendance.
- Be on time.
- Follow all school, team, and classroom expectations.
- Be prepared with materials, supplies, and positive attitude.
- Clean up work area.

- Take care of school property.
- Respect property/possessions of others.
- Use Agenda Book.

Cafeteria

Students are prohibited from ordering food deliveries for themselves and/or other students. Students may bring, purchase and/or have a parent/guardian drop off only their breakfast/lunch. Students/families are must refrain from providing breakfast/lunch items to other students. All visitors must report to the main office upon arrival on campus.

Students are expected to:

INSIDE & OUTSIDE SEATING

- Wear face covering when not eating/drinking
- 4 students per table; Sit in assigned seat
- Remain seated
- Be respect and use appropriate volume
- Clean area fully – leave site better than when you arrived

LUNCH LINE

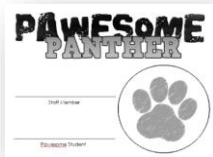
- Wait to be called to line & hand sanitize when entering the lunch line
- Use the main aisles only
- Quiet voice/volume
- One-stop shopping
- Please and thank you!

DISPOSING OF FOOD

- Stay in seat and dispose of food in trash can brought to table
- One student at a time in the restroom. Students must request permission from lunch supervisor to be out of seat or area.

Panther Paws

Students are recognized for Positive Behaviors by receiving Panther Paws from a staff member who catches them following the Panther Pact. Students are responsible for keeping their Paws in a safe place. A pocket is provided in this agenda and is a great place to store Panther Paws. Paws can be redeemed at the end of each month during Panther Paw Redemption for popcorn, popsicles, supplies, and other prizes!



Notice of Concern (NOC)

During the middle grades, students may make decisions that require redirection, counsel, and/or consequence. When students are not following the Panther Pact, a variety of interventions and informal/formal disciplinary action will be used by school personnel. The NOC is a tool used to redirect behavior and notify parents of infractions and assign lunch detention. Students are to have the NOC form signed and returned the next school day. Repetitive and more serious infractions could result in an Event and Discipline Report. See the Sarasota County Public Schools Student and Family Handbook for detailed information.*Students who receive 5 NOCs within a 90- day period will receive an Event & Discipline Report

upon a 6th for repetitive infractions.

Restorative Strategies

SMS aligns with SCSB Restorative Strategies and progressive disciplinary actions. The Restorative Strategies initiative promotes an environment where students learn to feel safe and confident by expressing their feelings and understanding how their actions affect others. Restorative Strategies help students learn to choose appropriate behaviors, to resolve interpersonal issues before they develop into behavior problems and to mitigate the harm done when conflicts do occur. Restorative Strategies allow students to feel safer and more connected to their school with a goal of improved attendance, engagement and behavior and fewer student suspensions.

CHAMPS

CHAMPS is a research-based approach to managing student behavior in a proactive, positive manner. CHAMPS focuses on instructing students on how students should behavior in the classroom and common areas. Each classroom teacher teaches CHAMPS expectations for different classroom situations the students experience daily.

A Guide to Calculating Quarterly Grade Point Average (GPA)

Your GPA is calculated by dividing the total amount of grade points earned by the total amount of courses taken. Your unweighted GPA may range from 0.0 to 4.0.

Calculate Your Unweighted GPA by Quarter

Courses	Q1 Letter Grade	Q1 Points	Q2 Letter Grade	Q2 Points	Q3 Letter Grade	Q3 Points	Q4 Letter Grade	Q4 Points
Total Points								

Q1 Total Points _____ (Divide by 6) = _____

Q2 Total Points _____ (Divide by 6) = _____

Q3 Total Points _____ (Divide by 6) = _____

Q4 Total Points _____ (Divide by 6) = _____

For example:

A = 4 points

B = 3 points

C = 2 points

D = 1 point

I

**This table is to calculate your unweighted GPA. Additional points are earned through honors courses, resulting in a weighted GPA.*

Renaissance Guidelines

Mission: To recognize and celebrate students who work hard to achieve good grades, inspiring those students who are not reaching their full potential to strive to improve.

Students who earn a Cumulative GPA of 3.5 or Higher

Quarter 1 and Quarter 2, all who earned a 3.5 or higher unweighted GPA will receive an invitation to receive a Renaissance reward during lunch approximately 2-3 weeks after report cards are posted on the Student and Parent Portal.

Making Gains Category:

Students may qualify for Renaissance if they make an increase of GPA by .5 points or greater between quarters. For Example: A student's GPA for the first quarter is 2.4. Second quarter the student earns a GPA of 2.9. This student improved their GPA by .5 points and qualifies for Renaissance.

END-OF-YEAR CELEBRATION: All students who have earned 3.5 – 4.0 unweighted GPA for each of the 3 quarters of the year, will be invited to a special Renaissance Rally and celebration.

National Junior Honor Society

National Junior Honor Society is the leader among educational organizations and societies that promotes recognition for middle level students who reflect outstanding accomplishments in the areas of scholarship, leadership, service citizenship, and character. NJHS is a program dedicated towards philanthropic events and developing partnerships in the community. To become a member, students must maintain a 3.6 grade point average and participate in service activities. Throughout the year, members have helped others in and out of school. Members have also learned how to build leadership qualities through working with others.

IXL

SMS teachers use IXL in both English/Language Arts and Mathematics. IXL reinforces daily classroom curriculum. IXL is an online learning site that provides unlimited practice in over 6,000 topics, with immediate feedback to the user. IXL allows SMS to individualize the learning experience for students so they can work at their own pace to master the standards and material we cover. Teachers will create a personal account for each child so that he/she can access IXL from any computer for one year. Together the Math and English departments recommend a **voluntary \$20 donation** per child for this supplemental resource.

Physical Education

Dressing appropriately for PE is part of being Prepared and Productive! Students will not dress out in locker rooms, until further notice. Once it is deemed safe, students must wear PE uniforms and sneakers. Students may purchase a PE uniform t- shirt or shorts for \$8.00 each or a PE uniform set for \$15.00. Students also may wear a plain white t-shirt and black shorts with no symbols/writing. Uniforms are available for purchase in PE class.

A student who is issued a formal Passport Slip, will be encouraged to dress out, bring their belongings to the activity area, and leave at the appropriate time for dismissal without re-entering the locker room. The student's grade in this circumstance will not be affected. Parents wishing to pick up their child early without a Passport Slip, will inform the appropriate office staff and the office staff will coordinate the campus aide to assist in the locker room supervision of the child. A campus aide is not always available. Parents may wait for an aide to be available or the student may be dismissed in their PE clothes.

Personal Items

Please leave personal items at home. The school is not responsible for lost, stolen, or damaged personal items. Aerosol cans, cologne, or perfume should not be brought to school.

Lost and Found

Articles found at school are to be turned in to the Cafeteria where the owners may claim their property with proper identification. At the end of each month, articles not claimed will be donated to benefit others.

Health Room

Ill and injured students will go to the health room with a Panther Pass from the teacher. There, students will be attended to by an LPN and/or a highly qualified health room aide for a limited period of time or until parents pick them up. All over-the-counter and prescription medication must be taken to the health room by a parent, accompanied by a completed Medication Release Form, signed by a doctor and parent. All medication will be kept in and dispensed through the health room unless otherwise ordered by the doctor. Students may not have any medication with them in class without the doctor's order on file. This can be an Expellable Offense.

Hall Passes

Students must have a note in their Agenda Book or Panther Pass, signed by a staff member, to be out of their regular assigned area. The note states the student's destination, time left and time returning to class.

Schedule Changes

Schedule changes will not occur after the 3rd day of receiving schedules. Administrative approval is required.

Emergency Procedures

Evacuation (Gas Leak/Fire)

Students are expected to:

- Know exit procedures.
- Listen for instructions.
- Remain quiet and orderly.

Limited Lockdown (Weather)

Students are expected to:

- Know classroom safety procedures.
- Listen for instructions.
- Remain quiet and orderly.
- If outside, go to nearest classroom for teacher help and remain inside.

Lockdown (Threat)

Students are expected to:

- Know classroom safety procedures.
- Listen for instructions.
- Remain quiet and orderly.
- If outside, go to nearest classroom for teacher's help and remain inside

Cell Phones and Electronic Devices

All cell phones, wireless air/ear pods/headphones and other electronic devices should be silenced and concealed from view in students' bags during the school day. This policy applies to school-sponsored transportation and events. With permission from a supervising School Board employee, a student may use an electronic device for classroom applications. Electronic devices such as, but not limited to, iPods, MP3 players, Gameboys, CD Players, video cameras, and all other personal items, are not permitted on campus.

Students are not to bring cameras to school or to take pictures or videos with phones at school.

In violation of the above the following consequences may occur:

- x **1st – 3rd offenses:** student may pick up device at the end of the day.
- x **4th offense:** a parent must pick up the device.
- x **5th offense:** may result in disciplinary actions. This may include but is not limited to turning phone in at the beginning of the day for a given period of time.

SMS is not responsible for lost, stolen or damaged personal property.

Technology

Technology is important in a 21st Century Learning Environment. All SMS students are encouraged to use online resources to increase their access to legitimate and appropriate information for educational purposes. Students who misuse technology or the internet and engage in unacceptable or illegal activities subject themselves to possible disciplinary action including possible criminal prosecution.

Sarasota County School Board Technology User Policies

Students may not:

- plagiarize
- access, send, or distribute malicious, offensive, obscene, inflammatory, or pornographic email threatening, harassing, or injuring the reputation of others
- copy software or other copyright-protected materials or use the network for any illegal activity, private business purposes, or inappropriate internet sites
- spread computer viruses, vandalize data, infiltrate/hack systems, or degrade/disrupt computer and/or network performances
- share or permit others to use their network accounts/passwords
- Cyberbullying means bullying through the use of technology or any electronic communication, which includes, but is not limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo electronic system, or photo optical system, including, but not limited to, electronic mail, Internet communications, instant messages, or facsimile communications. Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person, or the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying. Cyberbullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Plagiarism

Plagiarism is not allowed at SMS. Plagiarism is defined in the Sarasota County Schools' Student Code of Conduct as "the inappropriate and deliberate distribution or use of information, notes, materials, or work of another person in the completion of an academic exam, test or assignment." (F.S.S. 817.29) Any student caught purposefully plagiarizing will face possible consequences per the Student Code of Conduct. Here are a few helpful websites to better understand and avoid plagiarism:

<https://writingcenter.unc.edu/tips-and-tools/plagiarism/>

<https://www.grammarly.com/plagiarism-checker>

https://owl.purdue.edu/owl/research_and_citation/using_research/avoiding_plagiarism/is_it_plagiarism.htm

!

Social Media Guidelines

These guidelines can be accessed on the SMS and District website. SMS students will use social media responsibly, with integrity, and with empathy for others. SMS encourages students to be safe when using social media by being sure not to divulge any personal information that could be found on the Internet by a stranger. The use of social media sites, even from home, to bully or hurt another student may lead to disciplinary actions at school.

Textbooks and Instructional Materials

Materials are to be used for student learning and are to be returned in the condition in which they were loaned. As per Florida School Law, damage to textbooks and materials is evaluated and a fine is assessed. Each parent and student to whom textbooks and materials have been issued is liable for any loss or destruction. District policy states that the fine may be levied based upon the condition of the book and materials.

MEDIA CENTER

Circulation

Students will use their PIN numbers to check out materials. Students must confirm their names when using their PIN. Students should never share their PIN with other students. Students are allowed only two general circulation items at a time. Items are on loan for a two-week period, after which they must be turned in or renewed. Please see SMS Return to School Safety Plan for guidelines.

Students with overdue materials may:

- Not be allowed to check out further Media Center materials.
- Not participate in school field trips.
- Be prohibited from other school functions, such as dances.
- Students may NOT check out materials for other students

Students return their own materials rather than relying on a teacher or classmate. The responsibility for non-returned or missing items rests on the shoulders of the student who borrowed the materials.

Media Center Use

The Media Center is an important element to the education environment. Students are invited to use the Media Center to peruse books, use computers for research or other legitimate school uses, or as a quiet place for reading. The Media Center is an open, friendly, literacy-rich student-centered place. Students are asked NOT to re-shelve books or leave them lying on the shelves. Instead, these should be placed on one of the multiple carts situated about the Media Center floor. This prevents misplaced materials. All electronic devices should be silenced and concealed from view while in the SMS Media Center.

Cafeteria

Full breakfast is available from: 9:00–9:25 A.M. for \$1.50. Only the Grab-n-Go breakfast option will be available after 9:25. Students receiving free meal benefits qualify for a free breakfast and students receiving reduced meal benefits may also take advantage of breakfast for .30 cents. School lunch is \$2.75 per day full price and .40 cents for reduced. Students may prepay for all food service in the cafeteria or take advantage of the website

www.MySchoolbucks.com by setting up an account on MyLunchMoney.com; you can prepay with a credit card or debit card, as well as view your student's meal purchases for the week. Prices subject to change per the District Food and Nutrition Department.

Field Trips

All Field Trips are currently suspended. However once they resume, field trips are an extension of the SMS learning environment. Students must return the following completed and signed forms to school prior to the field trip day (verbal permission is not acceptable, and these District forms are required):

1. Field Trip Permission Form
2. Emergency Medical Treatment Field Trip Consent Form – In-County travel
3. Transportation form if other than District school buses
4. Medical Release Form for Out-of-County Travel – must be notarized
5. Other specialized forms per team/teacher/admin

The school sets student behavior expectations for field trip participation. Field trip fees are non-refundable. All field trip chaperones must be Volunteers Count (formerly PALS) approved and Level 2 clearance must be obtained before any overnight/out of county trips.

2020-2021 Grading Periods:

Quarter 1

August 31 – October 30

Quarter 2

November 3 – January 22

Quarter 3

January 26 – April 7

Quarter 4

April 8 – June 11

Sarasota County Grading System:

A = 90 – 100	Excellent
B = 80 – 89	Above Average
C = 70 – 79	Average
D = 60 – 69	Below Average
F = 59 - 0	Failing

Grading

Grade reports are issued every nine weeks via the Student and Parent Portal. You may also want to track your student's progress through the Student and Parent Portal where you can be updated on your student's grades and missing assignments on a daily basis. If you have any questions about your child's progress, please contact your student's teachers for a conference. Parents not registered in the Student and Parent Portal System can follow the directions below or contact our registrar for assistance.

To register go to: <https://parentportal.sarasotacountychools.net/>

Follow these steps:

- Click on New User Registration
- Click "I Accept" if you agree to the user terms and conditions
- Answer the question "Are you a student?"
- Create your own personal User Name
- Fill in your legal last and first name. Please do not use nicknames (Jennifer not Jen).
- Create and confirm your own personal Password
- Type in and confirm your email address
- Enter your child's ID number (this is their N# without the N), their legal last and first name, and their birth date. Please do not use nicknames (Nicholas not Nick).
- Click Save - A Parent confirmation number will be sent to the email address you provided when registering.
- Return to the Login page:
<https://scsparentportal.sarasota.k12.fl.us/portal>
- Enter the User Name and Password you created above and click sign-in
- Enter the Confirmation Key sent to your email address and click sign-in
- You now have access to Sarasota Middle School's Online Grade Book!

A few key points:

1. The Assignment tab is where you find grades for the current grading period
2. Any time you see a plus sign arrow, you can click on it to see more detailed information.

Parent Expectations

SMS shares the philosophy that a partnership with families is important to the academic and behavioral success of our students.

Parents are expected to:

- Reinforce school and team expectations.
- Use the Student Agenda Book, telephone or email to communicate with teachers.
- Contribute to improved student performance.
- Sign in at the front office, be willing to show ID, and wear an identifying name tag while on campus.
- Monitor grades and attendance.
- Communicate with teachers, counselor or administration regarding any concerns.



2020-2021 DISTRICT CALENDAR



1960 Landings Boulevard • Sarasota, Florida 34231 • (941) 927-9000

JULY 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

6th-10th - 240 Day Staff Non-Work Days
21st - 220 Day Staff Return

AUGUST 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

17th - 196-6 Day Staff Return
24th - 196-6 Day Staff Return
31st - First Day for Students

SEPTEMBER 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

7th - Labor Day - No School-Students, All Staff

OCTOBER 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

30th - End of 1st Grading Period

NOVEMBER 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2nd - Professional Day-Students, 186/220* Cisd Staff
25th-27th - Thanksgiving Break-Students, All Staff

DECEMBER 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

21st-31st - Winter Break-Students, All Staff

[Google Maps](#)

JANUARY 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1st - Winter Break-Students, All Staff
18th - Martin Luther King Day-Students, All Staff
22nd - End of 2nd Grading Period
25th - Professional Day-Students, 186/220* Cisd Staff

FEBRUARY 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

15th - Presidents Day-Students, All Staff

MARCH 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

15th - 19th Spring Break-Students, All Staff

APRIL 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

7th - End of 3rd Grading Period
9th - Professional Day-Students, 186/220* Cisd Staff

MAY 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

31st - Memorial Day-Students, All Staff

JUNE 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

11th - Last Day for Students, 186 Day Staff
15th - Last Day for 196/220 Instructional Staff
18th - Last Day for 220 Classified Staff

*Note: 220 Day classified staff do not work Professional Days for 2020/21 only.



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