

Spring Oaks Middle School
STUDENT HANDBOOK
2016-2017



Excellence Through Determination!

2150 Shadowdale
Houston, Texas 77043
Telephone: (713) 251-4800
Fax: (713) 251-4815

<http://som.springbranchisd.com>

Excellence Through Determination!

Welcome to Spring Oaks Middle School. Our faculty and staff are looking forward to working with you this year. Our goal is to help you have a successful, productive, and enjoyable middle school experience. Together, we will create a positive school environment that supports your learning and growth. Our school offers a challenging curriculum, a student-centered instructional approach, and a variety of extra-curricular activities from which to choose. In order to do well, we encourage you to take responsibility for your own learning, to communicate with your teachers, and to get involved in school activities.

Our Mission Statement

To provide innovative and individualized instruction with high expectations for all students through continuous improvement, caring relationships, and mutual respect.

Our Vision Statement

To empower students to explore possibilities, fulfill potential, and achieve success.

T-2-4

Middle school is a transitional step for students between elementary and high school. At Spring Oaks, we believe the importance of a middle school education is enormous as it lays down the foundation for the student to go to high school and then to college. Spring Oaks strives to be the building ground for the personality of each individual student as well as being a base for his/her future aspirations. Middle schools are an integral part of the educational structure and they can play an important role in guiding students to receive a college education.

At Spring Oaks, we are firmly aligned with the Spring Branch ISD T-2-4 plan which focuses on:

- **Improving academic performance of all students,**
- **Graduating all high school students, and**
- **Preparing all students with the qualifications and skills necessary to enter college or post-secondary training and exit successfully.**

The following pages are campus guidelines that are included here as an addendum to the Spring Branch ISD "Secondary Student/Parent Handbook." Please read and be familiar with these important guidelines.

Academic Dishonesty

Cheating shall be defined as giving or receiving information or help on a test, possession of any unauthorized material during a test, copying another student's assignment or knowingly allowing another student to copy from his/her assignment, submitting duplicate work, or having someone else complete an assignment on behalf of the student. Plagiarism, the use of another's ideas or products as one's own, is also defined as cheating. Academic dishonesty could result in a discipline consequence.

Advisory Period

During advisory period students will receive lessons on topics such as T-2-4, digital citizenship, anti-bullying and study skills.

Attendance - See SBISD Secondary Student Handbook

Regular and punctual attendance is the greatest single factor in a student's success. Parents are urged to check absences on report cards and get clarification on any unexpected absences from the teacher. Parents may also view attendance via the Skyward website. If a student is absent, he/she must present a note signed by the parent to the attendance clerk upon returning to school. Students re-entering without a parent note/admit will be given an unexcused absence. **Students will have two days to change the absence to "excused" by turning in a signed note.** Students with excessive absences will be referred to the SBISD truancy police officer. Students will be considered absent from class if they miss more than 15 minutes of the class period. The SOMS attendance specialist can be reached at 713-251-4800.

Backpacks

Students must have their backpacks and school supplies every day.

Cell Phones, iPods, and Other Electronic Devices

Students are allowed to have cell phones and other electronic devices while on campus, but must turn them off or silence them during instructional time. Instructional time is defined as any time during the school day when a student is assigned to a class. A teacher may grant an exception to this rule if the class is using electronic devices for instructional purposes. A student in violation of the policy will surrender the device to a staff member, who will turn it over to the grade level principal. Once the student has completed his/her discipline consequence, the phone may be picked up by the parents during normal business hours. Please realize the school is not liable for confiscated items, including cell phones.

Change of Address or Telephone Number

Changes in either address or telephone number must be given to the attendance specialist in writing with a parent signature. Due to safety considerations, any student without a parent/guardian telephone number on record will be temporarily removed from campus until this information is given to the attendance specialist.

Discipline

See SBISD Secondary Student Handbook

Extra-Curricular/Co-Curricular Activities

Spring Oaks offers many activities for students. They include clubs such as Athletics, Art contests, Band, Orchestra, Choir, Theatre Arts events, National Junior Honor Society, Student Council, Odyssey of the Mind, Chess Club, and a variety of after-school programs. All students are encouraged to participate in at least one extracurricular activity for personal growth and fun. In order to participate in any extracurricular activity, the student must have attended school for one-half of the school day on which the activity is scheduled. Many after-school activities require parent permission forms.

Final Exams

Semester exams will be given the last week before Winter Break and the last week of school. After school activities will be limited on the nights before exams.

Food and Beverages at School

Gum is not permitted at any time. Food and drinks are not allowed outside of the cafeteria unless authorized by a staff member. Vending machines are provided for use during athletic events only. School personnel will confiscate items purchased at other times. A parent may bring outside food for his/her own child only. The state nutritional guidelines, however, do not allow for birthday cakes, cupcakes, pizza, etc. to be brought for other students to eat during meal times. For state meal guidelines please visit the following website: <http://www.squaremeals.org>.

Hallway Passes

Any time a student is out of class during a class period he/she must have a signed hallway pass. Each student is required to use the hall pass insert page located in the back of the student planner as the hallway pass. Students are not allowed to share or exchange planners for this purpose.

Holidays:

No homework shall be assigned to be completed over Thanksgiving, Winter Break, Spring Break, and religious days.

Identification Cards (ID):

Students are required to wear ID cards on a lanyard at all times while on the campus. The ID picture and name must be clear and visible. The first badge is free and replacement badges are \$5. If a student fails to bring his/her ID, they must get a temporary badge from the front office at a cost of \$1.

Late Bus

Students who remain on campus for activities (such as help sessions and extra-curricular) may ride the late activity bus, available Monday – Thursday. Students who wish to use this late bus must have his/her student ID in order to board the bus. The late bus route is available in the front office.

Physical Education/Athletic Lockers

Students enrolled in a physical education or athletics will be assigned a gym locker. Lockers remain the property of Spring Branch ISD and are subject to inspection. Lockers are to be kept neat and clean. As a precaution against loss of materials, students are to use only the locker assigned to them and are not allowed to share lockers. Any item found in a locker becomes the property and responsibility of the student to whom the locker is assigned.

Messages, Phone Calls and Packages

Students are to bring all necessary items to school and to keep parents informed of after-school activities. Phone calls home will be allowed with permission from the staff. Campus phones may be used after school to call parents to alert them of any forgotten after-school related activities. To avoid interrupting classes, the office will not deliver messages and/or packages including balloons, flowers, etc. A student will be notified if a family emergency exists.

Personal Property

Students should not bring valuable items (including large amounts of money) to school. Clothing or other items that might be removed or lost during the day should be clearly labeled. If personal property is lost, an effort will be made to recover the lost items; however, please realize the school is not liable for any lost or stolen student property, including all electronic devices.

Progress Reports/Report Cards

All students receive progress reports after the third week and the sixth week of the nine-week grading period. Report cards are issued at the end of each nine weeks. In addition, parents may view their student's grades, attendance, and assignments on Skyward, a web-based grade portal for parents. Please contact the school for your user name and password.

Prohibited Items - See SBISD Secondary Handbook

Inappropriate jewelry, aerosol sprays, pepper spray, matches, lighters, correction fluid, permanent markers, ball caps, laser pointers, balloons, flowers, or any other item that detracts from the learning environment shall remain at home. If they are brought to school, these items will be confiscated from the student, turned into the office and tagged. Students will receive a discipline consequence. Some items may not be returned.

Report Card Grading Cycles

Spring Oaks is on a 9-week grading cycle. Below are the grading cycles and number of days in each:

Grading Cycle/Report Cards	Dates	# of Days
1st 9 Weeks	Aug. 24 – Oct. 23	43
2nd 9 Weeks	Oct. 26 – Dec. 18	37
3rd 9 Weeks	Jan. 5 – Mar. 11	47
4th 9 Weeks	Mar. 21 – June 2	51

School Detentions

After-School Detentions are typically held on Monday-Thursday. Students should arrive at detention prepared to go home because they will not be allowed to go back into the building after dismissal. Students receive written notice of the detention before the detention. Students who do not attend assigned detentions or who consistently make choices that result in detention will receive more severe consequences.

School Resources

Students are responsible for returning borrowed materials in good condition. Textbooks and/or library books that are significantly damaged or are lost must be replaced by the student. Technology and library books/material should be returned by the due date. Parents or Guardians of students who lose or return damaged instructional material shall be liable for the replacement of the item(s).

Tardiness

A student who arrives after the passing period without a signed pass is tardy. Persistent tardiness will result in discipline consequences including a parent conference with the assistant principal and in-school suspension.

NOTE: A student who misses more than fifteen minutes of class will be considered truant. No tardies will be excused to first period for students who assume responsibility for their own transportation (instead of riding the school bus).

Spring Oaks Homework and Testing Grading Practices

Purpose of Homework:

The purpose of all types of homework is to promote high-quality student learning and achievement. Homework is an out-of-classroom learning experience assigned by a teacher to enhance student learning.

Home-School Partnership:

A strong home-school partnership has a positive impact on student success. To make the homework experience meaningful, students and families play a critical role.

Students will be encouraged to:

1. Complete all assigned homework.
2. Ensure that he/she clearly understands the homework assigned, including assignments, expectations, and requests for clarifications or assistance from the teacher when homework assignments or expectations are not clear.
3. Manage time and materials to complete any assigned homework.

Families will be encouraged to:

1. Provide an environment for successful completion of homework.
2. Provide support and encouragement for completing the work without doing the work for their child.
3. Contact the child's teacher if their child is not consistently able to do the work by him/herself or if challenges or questions arise.

Grading Practices

Students are expected to turn in all assignments by the due date. Teachers may use their discretion in taking off points for work turned in late.

Grading System

90-100	Excellent Progress	A	70-74	Poor Progress	D
80-89	Good Progress	B	69 or below	Failure	F
75-79	Average Progress	C	No Grade	Incomplete	I*

*Incomplete grades must be completed within two weeks of the following 9-week grading period.

Re-testing

The purpose of retesting is for students to have additional opportunities to demonstrate they have mastered the material. Students who do not demonstrate mastery of the material on an assessment will be expected to retest. Before retesting, a student needs to attend tutorials with his/her teacher in order to learn the material. Teachers are encouraged to offer multiple ways for students to demonstrate their understanding of the concepts and skills being taught. Any student has the opportunity to re-test.

Missed/Failed Assignments

Students will have opportunities to make up missed, incomplete or failed assignments. It is the responsibility of the student to communicate with the teacher to make arrangements.

Spring Oaks Middle School Dress Code for 2016-2017

Students at SOMS are required to be in dress code from the time they arrive in the morning until they are off campus in the afternoon.
 All DRESS CODE guidelines are listed in the SPRING BRANCH INDEPENDENT SCHOOL DISTRICT Student/Parent Middle School Handbook.

Clothing Item	Styles	Colors	Special Comments
Shirts	Short Sleeve polo-style knit with collar Short or long sleeve button down shirt with collar	White Navy Blue	<ul style="list-style-type: none"> Shirts must be solid colors, logos no larger than a quarter Must FIT student (no oversized or tight fitting shirts)
Pants	Straight-legged twill slacks <u>Capri/Cropped pants</u>	Khaki, Navy Blue	<ul style="list-style-type: none"> Pants must fit snugly at the waist; no baggy pants No tight, form fitting pants No spandex No frayed or cut garments On designated “jeans days”, the same above rules apply.
Shorts/Skort and Skirts	Skirts must be knee length. Skorts/shorts must extend to fingertips.	Khaki, Navy Blue	<ul style="list-style-type: none"> <u>Must be worn at waist</u>
Sweatshirts	Long sleeve with SOMS Logo No hoodies or zippers allowed. Plain long sleeve – no logos or designs	Navy Blue Panther Purple	<ul style="list-style-type: none"> Must be worn over a uniform shirt with collar underneath Not to be worn around the waist
Cardigan Sweater	Long sleeve plain with no logos or designs	Navy Blue Panther Purple	<ul style="list-style-type: none"> Must be worn with uniform shirt with collar underneath.
Jackets/Coats	May not be worn during school day. No overcoats or trench coats allowed. Must zip or button. No pullovers allowed.		<ul style="list-style-type: none"> Will be allowed to wear during the school day only on cold days Must be worn over approved sweatshirt
Shoes	Shoes must have a back heel or heel strap Students must have shoes tied and Velcro straps secure	Any color tennis shoe or walking shoe	<ul style="list-style-type: none"> Flip-flops, house shoes or slides are not allowed
Jewelry	Necklace: small school appropriate necklace Earrings: No earrings larger or longer than a quarter		<ul style="list-style-type: none"> No body piercing (including tongue) No tattoos Earrings: no dangle earrings No distracting jewelry
Hair	Should be neat, clean and well-groomed		<ul style="list-style-type: none"> No carvings/designs should be visible No unnatural hair colors
Spirit Day	Spring Oaks activity shirts Uniform Bottom (Pants/Skirt)		<ul style="list-style-type: none"> Any SOMS related shirt may be worn (athletics, club/organization, band, choir, orchestra) No jeans, shorts or any other non-uniform pants may be worn on spirit day
Free Dress Day	See Dress Code in SBISD Student/Parent Handbook		<ul style="list-style-type: none"> Students must follow all SBISD guidelines

Please Note: As fashions change and issues arise, the administration reserves the right to amend the dress code as they see fit.

Spring Oaks Middle School Reglas de Vestuario 2016-2017

Es obligatorio que los alumnos de SOMS vistan en uniforme desde la hora de entrada hasta la hora de salida.

Las REGLAS de VESTUARIO están en El Manual de Secundaria para el Estudiante y sus Padres de Spring Branch Independent School District.

Artículos	Estilo	Materiales	Colores	Especificaciones
Camisas	Manga corta estilo polo Manga corta o larga de botones Con cuello	algodón combinado de poliéster	Blanco Azul marino	<ul style="list-style-type: none"> Las camisas deben ser colores sólidos, el logotipo debe estar de la medida de una peseta o más pequeña La camisa debe ser de la medida del estudiante, no puede ser muy grande o muy pequeña.
Pantalones	Pierna recta de tela cruzada <u>Estilo Capri</u>	Algodón Tela cruzada Combinación de poliéster	Khaki, Azul marino	<ul style="list-style-type: none"> Deben estar a la cintura; no pantalones anchos ni aguados No usen pantalones apretados; no se permiten pantalones entubados. No se permite tela spandex Sin estar bordados No ropa deshilachada En días que los pantalones de mezclilla son permitidos, las mismas reglas aplican.
Shorts, falda-pantalón (skorts) y faldas	Las faldas deben ser usadas asta la rodilla de largo. Los skorts/ shorts deben ser usados asta donde llegué la punta de los dedos de largo.	Algodón Tela cruzada Combinación de poliéster	Khaki, Azul marino	<ul style="list-style-type: none"> <u>Es necesario que estén ajustados a la cintura</u>
Sudaderas	Manga larga con el logotipo de SOMS Sencillas, camisas ni cremalleras mangas largas-no logotipos ó diseños	Algodón	Azul marino Morado	<ul style="list-style-type: none"> Debe ser usado sobre la camisa de uniforme con el cuello abajo No puede amarrarse en la cintura No cierres, gorras ó bolsillos
Suéter Cárdigan	Manga larga, sencilla-no logotipos ó diseños	Algodón	Azul marino Morado	<ul style="list-style-type: none"> Debe ser usado sobre la camisa de uniforme con el cuello abajo debe ser usado sobre sudadera aprobado
Chaquetas / abrigos	No pueden usarlos durante el día escolar. No permitidos las trincheras. Debe ser de botón o sierre. No puede ser sweater que se pone por enzima			<ul style="list-style-type: none"> Será permitido usar en la hora del lonche en tiempos fríos (anunciado por el director)
Zapatos	Los zapatos deben tener el talón cubierto ó tener una correa por atrás del talón. Deben tener los zapatos amarrados y las correas de Velcro ajustadas.		Cualquier color de tenis o zapatos casuales.	<ul style="list-style-type: none"> Sandalias, chanclas, botas con punta de acero no son permitidas por razones de seguridad.
Alhajas	Las niñas pueden usar un collar pequeño que sea apropiado en la escuela. Aretes: no largos ni más grande que una peseta			<ul style="list-style-type: none"> Las perforaciones del cuerpo no son permitidas, incluso perforaciones de la lengua No tatuajes Aretes: no largos no hay joyas que distraigan
Cabello	Limpio y bien peinado			no hay tallas/diseños debe ser visibles no colores de cabello natural
Día de Espíritu	Camisas de Actividades de Spring Oaks Pantalón de uniforme (falda/pantalón)			<ul style="list-style-type: none"> Cualquier camisa de SOMS puede ser usada (deporte, clubs/organizaciones, banda, coro, orquesta) No puede usar pantalón de mezclilla/shorts no de uniforme en estos días
Vestuario Libre	Vea el código de vestuario en el manual de Estudiantes/Padres de SBISD			<ul style="list-style-type: none"> Los estudiantes deben seguir las reglas de SBISD

Tomen Nota: Con los cambios de la moda y conforme a los temas de actualidad, la administración tiene el derecho de modificar las reglas de vestuario.

Spring Oaks Middle School

Regular Bell Schedule

2016-2017

6 th GRADE		7 th GRADE		8 th GRADE	
1	8:15 – 9:03	1	8:15 – 9:03	1	8:15 – 9:03
2	9:07 – 9:54	2	9:07 – 9:54	2	9:07 – 9:54
3	9:58 – 10:45	3	9:58 – 10:45	3	9:58 – 10:45
A Lunch	10:45 – 11:15	4	10:49 – 11:36	4	10:49 – 11:36
4	11:19 – 12:06	B Lunch	11:36 – 12:06	5	11:40 – 12:27
5	12:10 – 12:57	5	12:10 – 12:57	C Lunch	12:27 – 12:57
6	1:01 – 1:48	6	1:01 – 1:48	6	1:01 – 1:48
7	1:52 – 2:39	7	1:52 – 2:39	7	1:52 – 2:39
8	2:43 – 3:30	8	2:43 – 3:30	8	2:43 – 3:30