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## Letter to our Families

August 2012

Dear Students and Parents/Guardians of Faith Middle School:

Welcome to the 2012-2013 School Year. We are so excited that **YOU** are here! It is our duty and responsibility to meet the academic, social and emotional needs of our soldiers 'children – **YOU!** As a learning community our goal is to help our students develop the knowledge skills and attitudes needed for success in school and in life.

With support from our Central Office, you will see and engage in a whole new discipline philosophy this year – the Boys Town Model. This approach emphasizes positive support reinforcement. We know, based on current research, that building relationships with our students is crucial to increased student achievement and overall success in school.

Our Fort Benning community is so supportive! We welcome our parents/guardians as active partners in reaching our common goal that is to meet the needs of our youth. Together, we will have a successful school year. Faith Middle School is on the move! We are preparing **YOU**, our leaders, for the 21<sup>st</sup> Century.

Sincerely,  
Dan Perkins, Principal  
Jeffery Herron, Assistant Principal  
Sharon McGourty, Assistant Principal

**Faith Middle School  
1375 Ingersoll Street  
Fort Benning, Georgia 31905  
(706) 545-0310**

This Agenda Planner belongs to: \_\_\_\_\_

### **Student Agenda Planner Certification Statement**

As members of the Faith Middle School community, we have received a copy of the 2010-2011 Agenda Planner containing the Student Handbook, Student Code of Conduct and Student Standardized Dress Code and are aware of our responsibility to read its contents. Furthermore, it is our responsibility to gain a working knowledge of the policies outlined in the Agenda Planner. We are also aware of our rights to question the school principal or assistant principal concerning any policy within this handbook that we do not understand. We also agree to monitor our student's work by signing this page upon receipt of the Agenda Planner. The first Agenda Planner is provided free of charge. We understand that if a student loses or damages it, he or she may be required to purchase a new Agenda Planner.

_____	_____
Date	Signature of Student
_____	_____
Date	Signature of Parent/Sponsor

### **School Vision and Mission Statements**

Vision: Preparing students to become 21<sup>st</sup> century learners through quality education  
Mission: Learn! Achieve! Succeed!

### **FMS SMART Goal #1**

By June 2013, all students will improve expository writing skills, the ability to construct responses to open ended questions that require the use of higher-level thinking skills and content knowledge across the curriculum, as measured by Terra Nova 3<sup>rd</sup> Edition, quarterly school based writing assessment, teacher dialogue/consensus based as shown on the FMS Blackboard site and Wiki.

### **FMS SMART Goal #2**

By June 2013, all students will improve specific reading skills, the ability to evaluate meaning (to make connections between texts based on common themes and concepts, evaluate author purpose and effectiveness and extend meaning) and to analyze expository/informational texts by an understanding of the text that goes beyond surface meaning. Improvement will be measured by Terra Nova 3<sup>rd</sup> Edition; quarterly school based writing assessment, teacher dialogue/consensus based as shown on the FMS BlackBoard site and Wiki.

## FMS Guiding Principles

- Success for all students.
- Trust and respect for others.
- Uncompromising advocacy for students.
- Development of lifelong learners.
- Equal access to quality, rigorous education.
- New and motivating challenges to inspire excellence.
- Teaching with high expectations.
- Safe and stable learning environments.
- Meet the needs of the 21<sup>st</sup> century learners with individualized curriculum and pedagogy approaches.
- Develop students who can think and problem solve.

## School Contact Information

Georgia/Alabama District Superintendent's Office	706-545-7276
Ms. Lois Rapp, Superintendent	
Child Nutrition/Food Services	706-545-8266
Faith Middle School Office	706-545-0310
Mr. Dan Perkins, Principal	706-545-9555
Mr. Jeffery Herron, Assistant Principal	706-545-9555
Ms. Sharon McGourty, Assistant Principal	706-545-9555
Office Administration	
Mrs. Felita Collins      School Secretary	706-545-9555
Mr. Michael Beverly    Office Automation	706-545-2802
Ms. Gloria Gerena      Office Automation	706-545-0310
Counselors Offices	
Mrs. Safiyyah Whatley, 6 <sup>th</sup> Grade Counselor	706-545-0310
Dr. Gerald Madler, 7th Grade Counselor	706-545-7422
Ms. Lindsay Ratliff, 8 <sup>th</sup> grade Counselor	706-545-7785
Faith Media Center	706-544-5766
Nurse's Office	706-545-4038
Faith PTO	706-545-0310

## About Our School

Named in Honor of: LTC Don C. Faith, Recipient of the Medal of Honor

Mascot: The Warrior Bear

School Colors: Black and Yellow

Grade Level Colors: **6th – Hunter Green** **7th – Royal or Navy Blue** **8th – Red**

## Vital Contact Information

Name:

Bus #

Grade:

Seminar Teacher:

Locker #:

My Gaggle Email address:

Home Phone:

Cell Phone:

Sponsor's E-Mail:

Sponsor's Name:

Sponsor's Duty Phone:

Emergency Contact:

Phone:

## Important Websites

**Faith Middle School website** <http://www.am.dodea.edu/benning/faith/>

**Gaggle** <http://gaggle.net/>

(See your ET for username and password)

**Tutor.Com** <http://www.tutor.com/>

(Create your own username and password)

**Atomic Learning** <http://www.atomiclearning.com/>

(See your ET for username and password)

**Gale** <http://infotrac.galegroup.com/default>

(See you Information Specialist for username and password)

**ProQuest K-12** <http://www.proquestk12.com/>

Online Research Tools for Schools & Libraries

(See your Information Specialist for username and password)

**EasyBib Citation Tool** <http://www.easybib.com/>

(Create your own username and password. Use your Gaggle account to sign up.)

**Automated Lunch** [www.lunchprepay.com](http://www.lunchprepay.com)

Parents/Guardians can pay on student lunch accounts on-line.

## Student Bell Schedule

	Morning Advisory	1	2	3	4	5	6	7	8	Afternoon Advisory
Monday, Wednesday, Thursday, Friday	7:28-7:41	7:45- 8:32	8:36- 9:25	9:27- 10:14	10:18- 11:05	11:09- 11:56	12:00- 12:47	12:51- 1:38	1:42- 2:29	2:33-2:45
Tuesdays and any other early release days	7:30-7:56	8:00- 8:36	8:40- 9:16	9:20- 9:56	10:00- 10:36	10:40- 11:16	11:20- 11:56	12:00- 12:36	12:40- 1:16	1:20-1:30

## Student Class Schedule

Class	Teacher	Room
<b>Advisory</b>		
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
<b>Advisory</b>		

## ATTENDANCE

Regular attendance and a student's success in school are closely related. Therefore, to receive the full benefit of the Faith Middle School educational program, regular attendance is imperative. If a student is absent the ONECALL system will contact the student's parent or guardian. The student must bring an excuse signed by his/her parent to the front office upon returning to school (even if the parent has called in to excuse the student – written documentation is required).

**The excuse must contain the following information:**

- **the date the excuse was written**
- **the date or dates the student was absent**
- **the reason for being absent**
- **the parent or guardian's signature**

**A student with “chronic” absences will be required to produce medical documentation. Sponsor’s unit will be contacted.**

School attendance is important and in order to receive the best education, students need to Be Here! This year, DoDEA is implementing a system-wide attendance policy for students in DoDEA schools throughout the world. This new policy is consistent with those found in many public schools throughout the United States.

School attendance issues have been identified as a serious issue for children throughout the country and military children are no exception.

DoDEA's new attendance policy provides specific guidance on attendance, absences and identifies support services for students at-risk for not fulfilling the grade or course requirements.

It's not surprising that regular school attendance correlates directly with success in academic work, improves social interaction with adults and peers and provides opportunities for important communication between teachers and students. Regular attendance also has a cumulative effect of establishing life-long positive traits — responsibility, determination, respect for rules of society -- that are critical for developing career readiness skills, success in college and in life.

**Here are a few of the highlights of the policy:**

- All students are required to attend school for 180 instructional days per school year.
- Academic penalties will not be imposed for excused absences.
- Whenever a student needs to be out for more than five days, the teacher will provide a Student Educational Monitoring Plan to lessen the impact of a student missing instruction in class.
- Excused absences can include:
  - Personal illness
  - Medical, dental, or mental health appointment
  - Serious illness in the student's immediate family
  - A death in the student's immediate family or of a relative
  - Religious holiday
  - Emergency conditions such as fire, flood, or storm
  - Unique family circumstances warranting absence and coordinated with school administration.
  - College visits that cannot be scheduled on non-school days
  - Reasonable amounts of time surrounding deployments and reintegration providing missed schoolwork is obtained in advance and completed upon return.

The policy establishes a balance between the need for military families to spend time together following deployment, while emphasizing the importance of education. We have and will continue to be as flexible as possible in accommodating the precious time families have together but flexibilities and accommodations have limitations, especially when they impact on student performance and attendance at school.



Procedures for monitoring daily student attendance and communicating with families are established in this policy. Academic penalties will not be imposed for excused absences. Students at-risk will be monitored by the Student Support Team and school administration to include the identification of supports and interventions.

Many families—both military and non-military—underestimate the importance of regular school attendance for young children (kindergarten and first grade) but even missing just 5% of kindergarten—that's just nine days—can be an indicator that a child will fall behind by the fifth grade.

Children take their cue from their parents when it comes to the importance of school attendance. To have a quality education experience, you need to be here.

There are times when a student needs to miss school - everyone understands that. But attendance is important. To have a quality education experience, you need to Be Here.

### **Attendance—what parents should know**

- Parents can team up with teachers to make sure students are in school and ready to learn.
- How parents can help:
  - Schedule medical and dental appointments outside of school hours.
  - Schedule vacations during school breaks.
  - Schedule Permanent Change of Station (PCS) moves to coincide with summer breaks or other scheduled school breaks.
  - When moving, check school calendars to be aware of important school dates (beginning/ending of school year; testing dates, breaks, etc.).
  - Make it a habit to contact their child's teachers/principals to arrange to pick up missed school work, either in advance if the absence is known, or the same day their child is absent.

## **BUS TRANSPORTATION CONTACT INFORMATION:**

Bus transportation provided by **Taylor Motors**

**Phone:** 706-682-8500

**Email:** [taylormotorsftb@bellsouth.net](mailto:taylormotorsftb@bellsouth.net)

**Bus Manager:** Ms. Edalish Garcia

## **BUS ASSIGNMENTS**

Many of the students attending Faith Middle School ride buses to and from school. The office staff issues bus/bus stop assignments when a student registers for school. All students must ride their assigned buses and board and depart the buses at the assigned stops. Students or parents cannot change buses without the principal's permission.

## **BUS RULES**

Students must remember that the bus driver is responsible for their safety and well-being while they are on the bus. **The driver is in charge of his/her bus and enforces bus rules and regulations.**

The privilege of any student to ride a school bus is conditioned upon his/her good behavior and observance of the bus regulations and responsibilities. Any student who violates these regulations may have his/her transportation privileges suspended.

## **SCHOOL-TELEPHONE USE**

Students may use school telephones for emergency purposes. Under normal circumstances, Faith Middle School expects students to arrive in the morning prepared to participate in school for the full day. Please plan accordingly. When staying for after school activities, transportation arrangements and parental permission should be made in advance. **School telephones can be used by students during the day for emergencies. Students need to have a pass to use the phone when reporting to the office.**

## CHILD FIND

Child find is an ongoing process used by the Department of Defense (DoD) to identify children and youth from birth through age 21 (inclusive) who may be eligible to receive special education and related services because they have developmental delays or disabilities. Department of Defense Education Activity (DoDEA) is responsible for locating, identifying, assessing and evaluating (with parental consent) students ages 3-21, inclusive who may have a disability to ensure they receive needed special education and related services. All schools within DoDEA conduct an awareness campaign as part of Child Find to inform the public that every child with a disability is entitled to free, appropriate, public education designed to meet the child's individual needs. If you have a concern about your child, contact your child's school or the pediatric clinic in your military community to request complete information about Child Find and schedule a screening if needed.

## GIFTED CLASSES

Gifted students are defined as those who exhibit extremely high performance and or capabilities (2-4% of the population). A student who is currently eligible in any DoDEA school is automatically eligible for gifted education services when transferring between DoDEA schools. Other students, who appear to have high potential as indicated by standardized test scores in the 97<sup>th</sup> percentile or higher and an overall GPA of 3.5 or higher may be referred to the Gifted Review Committee at any time by teachers, parents, other educators, or students themselves. The Gifted Review Committee will determine each student's eligibility status. After reviewing a folder outlining the student's strengths, the Committee will determine a student eligible, ineligible, or to be monitored. Multiple measures must be used in the identification process. Student eligibility is reviewed annually.

## FIRE, STORM, AND OTHER EMERGENCY DRILLS

Drills are held throughout the year to familiarize students with the procedures for an actual emergency. For example, at the sound of the fire alarm, students form a single line, leave the building rapidly and quietly through the designated exit, walk to their assigned safety zone, and wait for the reentry signal. Detailed instructions for each situation will be given by teachers and will be posted on bulletin boards and classrooms charts.

## LOCKERS

Lockers are assigned to students upon their return to school. P.E. teachers assign P.E. lockers. Counselors/Homeroom teachers will assign lockers for new students when they meet with the new student for orientation. Each student must purchase two combination locks to secure the two lockers that are issued. (Key locks are not recommended.)

**Personal items must be kept securely locked in lockers as the school is not responsible for stolen items. Do not bring excessive amounts of money, technology items or other valuable items to school. The school is not responsible for lost or stolen items. Do not give your locker combination to any other student. Do not share a locker with another student unless specifically assigned by a teacher.**

The principal, assistant principal, or teachers may inspect any locker at any time **if it is believed that the contents threaten the health, safety, or welfare of the students or that stolen property is contained in the locker.** All lockers must be kept clean. If, upon inspection, a locker is found to be too cluttered with unnecessary paper and other items, the student will be asked to clean the locker. A damaged locker is the responsibility of the student assigned to the locker. Students will have assigned locker times and should not go to the locker without permission from the teacher. This procedure will prevent unnecessary confusion in the hallways and classes.

## **AUTOMATED LUNCH**

We use a computer system in our cafeteria. This system provides every student with an ID number and an account to pay for meals. After receiving a meal tray, the student will enter his/her ID number on a keypad located near the cashier. **This number is like a bank access code number and should be kept confidential.** The cashier will record items and the computer will calculate and deduct the appropriate amount purchased from the individual account.

Parents/Guardians can pay on student lunch accounts on-line at [www.lunchprepay.com](http://www.lunchprepay.com).

## **CAFETERIA MANAGER**

Vicki West (706) 545-7799

## **DAILY LUNCH PRICES**

Student Full Price	\$2.15
Reduced Price	\$ .40
Employees	\$3.00
Parents/Visitors	\$3.50

## **CAFETERIA EXPECTATIONS**

1. Come into the lunchroom calmly.
2. Get in the lunch line.
3. Walk and sit at your assigned seminar table.
  - a. Students may have the opportunity to choose their seats based upon their lunch room behavior.
4. Stay in your seat.
  - a. If you need something, raise your hand.
  - b. If you need permission to leave the lunch room, raise your hand.
5. Eat and talk using a pleasant voice.
6. Be respectful while socializing.
7. Clean up your area. Get in line to leave the lunch room. Nicely dump your tray in the trash as you leave.

## **MAKE-UP WORK**

Students may make up assignments. Consult the teacher's policy on make-up work. If a student has a large amount of missing assignments a student may be assigned to the Academic Saturday School Program.

## **REPORT CARD INFORMATION**

All parents and students may meet/are encouraged to meet with teachers at the end of the first quarter for a conference on student progress and retrieve the first report card. One full day in October is designated for arena style conferences. Subsequent report cards are sent home quarterly.

## PROGRESS REPORTS

Progress reports are pushed out electronically, weekly, via Gradespeed. Information on obtaining a Grade speed account is available in the front office. Parents have the ability to check student progress in every class 24 hours a day, 7 days a week.

### Grading Scale

A	Excellent Performance	(90%-100%)
B	Good Performance	(80%-89%)
C	Average Performance	(70%-79%)
D	Performance must improve	(60%-69%)
F	Failure	(Below 60%)

## HONOR ROLL

Student achieving all A's are on the Don C. Faith's Principal's List, all A's/B's or all B's are on the Regular Honor Roll. Honor Roll students are treated by PTO to a special recognition ceremony and activity each quarter.

## RETENTION

Every effort will be made to ensure student success. However, students **may** be considered for retention after their file has been reviewed by a Student Placement Committee as is stated in DoDEA guidance. Teachers will document the accommodations that have been made.

## EXTRA CURRICULAR/AFTER SCHOOL ACTIVITIES

It is important to encourage students to try new and different activities and we have a large slate of offerings that students can take advantage of. In addition to full year activities, we divide our activities into three sessions: fall, winter, and spring. This allows students to try several activities over the course of the year. Extracurricular opportunities may include: baseball, basketball, soccer, golf, cheerleading, volleyball, weight training, cross country, tennis, drama, video-art, math, ping pong, band, chorus, chess, robotics and multicultural clubs. Students are encouraged to bring ideas for extra-curricular activities to the attention of the administration. Students must abide by the rules and regulations set forth by the activity sponsor in order to remain in the activity.

## ELIGIBILITY FOR EXTRA CURRICULAR/AFTER SCHOOL ACTIVITIES

We believe in providing opportunities for 100% of students to participate in after school activities. **Students must maintain a 2.0 average in their academic classes with no D's or F's in any class to remain eligible.**

Grade checks will be made at progress report (mid quarter) and quarterly report card milestones. Students who are suspended for any reason are also suspended from their after school activity for the length of their suspension. Suspensions include: In School Suspension (ISS), Out of School Suspension (OSS) and/ or Saturday School.

## STUDENT AGENDA PLANNERS

One of our priorities at Faith Middle School is to help students become organized. Each student will be supplied with a free Agenda Planner to help them record their assignments, keep track of important information and dates. Student Agenda Planners are to be carried at all times during the school day. **If an Agenda Planner is lost, the student will need to replace the planner by purchasing a new one from the PTO at the front office (cost is \$5.00).**

## WALKERS AND BICYCLE RIDERS

Students who ride bicycles to school must lock and leave them in the prescribed areas on campus.

## CELL PHONES, ELECTRONIC DEVICES

(This includes iPods, radios, CD players, MP3 Players, Walk- Mans, laser pointers, beepers or similar devices)

Students may not have cell phones or any other electronic devices in class. These items often interrupt the educational process as they become a security concern when stolen or lost. If a student chooses to bring an electronic device to school – the school is not responsible for lost or stolen items. If a student is using an electronic device item during class, the item will be confiscated until parents/sponsors come to school and retrieve the item(s). Please remember, office phones are available for your child's use.

## REQUIRED ANNUAL NOTIFICATION OF PARENTS, TEACHERS, AND EMPLOYEES REGARDING THE AVAILABILITY OF MANAGEMENT PLANS

The management plan for asbestos-containing building materials (ACBM) required by the Federal Asbestos Hazard Emergency Response Act (AHERA) has been performed for this facility. The management plan is on file in each school office and is available for public inspection upon reasonable notice. If desired, a copy of the plan may be obtained. It should also be noted that no asbestos-containing materials have been found at Faith Middle School.

## STUDENT BEHAVIOR EXPECTATIONS

The following rules will be applied across Faith Middle School:

### The Faith Five B's

- Be on time and accept responsibility.
- Be prepared and stay on task
- Be attentive and always follow directions.
- Be respectful to yourself and others.  
Be a Faith Middle School 21st Century Leader.

## STUDENT CONDUCT

DoDEA Americas has developed guidance for updating and standardizing the policy and procedures for disciplinary action for all students enrolled in DoDEA (April 4, 2008), Regulation 2051.1. The following excerpt lists the grounds for discipline including suspension and expulsion. The document in its entirety is 45 pages and is available on the DoDEA website for anyone wishing to review it. [www.am.dodea.edu](http://www.am.dodea.edu); **scroll down to DoDEA Headquarters; scroll down to DoDEA Regulations; on the right hand side of the page, select 2000s-Education; select 2051.1.**

E3.1. General. This enclosure describes student conduct warranting disciplinary action or consequence and provides guidance as to the seriousness of offenses. However, this

Regulation does not list every offense nor does it dictate the seriousness of any particular offense. Instead, it describes categories of conduct with sufficient specificity to inform the student of the type of conduct that may result in disciplinary consequence and is intended to alert principals to their flexibility in assessing the seriousness of offenses for purposes of determining the appropriate consequence. Disciplinary sanctions may be imposed for student conduct:

E3.1.1. While on school property.

E3.1.2 While en route between school and home or any school activity.

E3.1.3 While on vehicles owned by the Government or contracted by DoDEA schools for the transport of students.

E3.1.4 During the lunch period on a school day, whether on or off campus.

E3.1.5 During or while going to or from all school-sponsored or school-supervised events/activities that affect the missions or operations of the school or district including field trips, sporting events, stadium assemblies, an evening school-related activities.

E3.1.6 When the good order, safety, or welfare of the school, students, or staff is affected as a result of out-of-school actions. For out-of-school actions that involve First Amendment rights, there must be substantial disruption to the school.

E3.2 School Bus Discipline. Rules of student behavior and disciplinary procedures prescribed in enclosure 8 that are applicable to students en route by DoD-sponsored school buses between home and school and/or school-sponsored events and activities. The school has the discretion to process disciplinary actions for school bus infractions solely within the context of procedures prescribed in enclosure 8, or as a part of school discipline generally. Disciplinary action that might affect the placement of a student *with disabilities* must be processed under the disciplinary procedures for students with disabilities. (See enclosures 6 and 9)

E3.3. Additional Guidance at the School/District Level. In addition to this guidance, individual schools; school districts; or directorates may promulgate student policies/manuals that implement the procedures of this Regulation subject to prior coordination in accordance with subparagraph 5.2.8 of this Regulation.

E3.4 Discipline for Minor or First Offenses. A student may be disciplined for relatively minor offenses or first offenses not presenting an immediate threat of danger to self or others through the use of written or oral reprimands or notice to the sponsor/parent/guardian, time out, teacher/student/conferences, suspension of school or extracurricular privileges, and by any other teacher intervention deemed by the teacher or principal to be appropriate. Minor offenses include any conduct that is not conducive to the good order and discipline of the school. Examples of conduct for which minor discipline may be appropriate include, but are not limited to: tardiness, unexcused absence, chewing gum or eating food in class, running or horseplay in the halls or classrooms, use of offensive language; disrupting the class by talking, laughing, or wandering about when the teacher determines that such conduct is inappropriate to the classroom activity. Nothing in this paragraph precludes the imposition of more serious disciplinary actions when a student engages in repeated or multiple acts of misconduct and the teacher or principal determined that the nature of the offense, in the context of all circumstances, warrants a more severe consequence than contemplated by this paragraph. Grade (score) reduction as a disciplinary action is not an appropriate means of discipline.

E3.5 Grounds for Removal. A student may be disciplined, to include removal from school (i.e., suspension, expulsion, or out of school placement) in appropriate circumstances; when a preponderance of the evidence demonstrates that the student has engaged in any of the following acts of misconduct:

E3.5.1 Causing, attempting to cause, or threatening to cause, physical injury to another person; or has threatened to use or has used physical force against any person, including physical force that causes serious bodily injury to a person, as defined by section I 365(h)(3) of 18 U.S.C.(reference (k)).

E3.5.2 Possessing, using, or transferring to another person any dangerous weapon (section 930(g)(2) (reference (i))), (e.g., any firearm, knife, explosive, incendiary device, or dangerous object) at the school or at a school-sponsored activity. A minimum I-year expulsion is required for the possession of firearms.

E3.5.3. Possessing, using, distributing, or the attempted possession; use; or distribution of alcoholic beverages.

E3.5.4 Possessing or using tobacco, or any product containing tobacco or nicotine products; including, but not limited to: cigarettes, cigars, miniature cigars, clove, smokeless tobacco, snuff, chew packets, and betel nut.

E3.5.5 Possessing, using, distributing, or the attempted possession; use of distribution of any illegal/controlled substance; as defined in enclosure 2. A mandatory expulsion recommendation is required for a second offense.

E3.5.6 Offering, arranging, using, or negotiating to sell drug paraphernalia, or the unlawful possession of drug paraphernalia.

E3.5.7 Robbing or extorting, or attempting robbery or extortion.

E3.5.8 Damaging or vandalizing school, U.S. Government, contractor, or private property.

E3.5.9 Stealing, wrongfully appropriating, or attempting to steal or wrongfully appropriate; or knowingly receiving stolen school, Government, contractor, or private property.

E3.5.10 Committing any lewd, indecent, or obscene act; or engaging in habitual profanity or vulgarity.

E3.5.11 Disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties. This provision includes not only horseplay and other forms of disorderly conduct, but also includes: lying to and/or making false statements to school



personnel, *and/or* the violation of *other rules* and guidance established for an orderly educational atmosphere.

E3.5.12 Failing to leave the school, the school grounds, the school bus, or otherwise failing to follow the instructions/directions of the principal or staff member in charge after being told to do so; or is otherwise not authorized to be present in such areas (e.g., expelled or removed).

E3.5.13 Gambling in any form.

E3.5.14 Fighting or otherwise engaging in conduct that endangers the well-being of a student or others.

E3.5.15 Bullying (including cyber bullying) another, or a group (e.g., engaging in physical intimidation, taunting, hazing, name calling, insulting, cursing, gesturing, or verbally abusing any person; including, but not limited to:

- comments, abuse, or harassment based on that person's race, religion,
- gender, creed, national origin, personal or physical attributes, disability,
- intellectual ability; and matters pertaining to sexuality, or characteristics of
- another person or the associates of another person).

E3.5.16 Using portable communications devices contrary to school policy (e.g., beepers, cell phones, personal computers, BlackBerrys; other similar devices capable of receiving or transmitting audio, video, picture, or text message; portable electronic devices, including: cameras, electronic games, portable radios, compact disc players, iPods, portable DVD players, or similar devices). Such equipment and devices are subject to confiscation by school authorities.

E3.5.17 Engaging in, or attempting to engage in, acts of arson, making a threat to bomb, burn, or destroy in any manner a school building or school property, or intentionally making a false report of a bomb threat or fire (e.g., making a terrorist or bomb threat, pulling a fire alarm, etc.).

E3.5.18 Forging, cheating, or plagiarizing the work of others.

E3.5.19 Possessing or using fireworks or other explosive devices.

E3.5.20 Violating attendance regulations or policies (i.e., truancy).

E3.5.21 Violating the terms and conditions of the DoDEA Student Computer and Internet Access Agreement, or by illegal or unauthorized means gain access to the computers, software telecommunications, and relate technologies of others; engage in any willful act that causes physical or financial damage or otherwise disrupts information technology, or use a computer or communications device to communicate threatening, harassing, indecent messages; or download obscene or pornographic materials.

E3.5.22 Violating any law, rule, regulation, or policy of the military installation or the school.

E3.5.23 Failing to report or otherwise be complicit in the above-described acts.

E3.6 Notice to Law Enforcement Authorities. The principal of the school shall notify the Installation Commander, or his or her designee for law enforcement or legal affairs, of any acts that may violate local laws or any situations that may pose a threat to the safety or security of the installation.

E3.7 Confiscation of Property. Authorized school officials may immediately confiscate any property belonging to, or in the possession of, any student if the possession or use of that property is inconsistent with the conduct required by this Regulation, or good order and discipline. Unless possession of the item is illegal or dangerous, the confiscating official will return the property to the rightful owner or the student's sponsor as soon as is practicable and safe, or issue a receipt for its retention until such time as it may be returned. Confiscation is not considered a disciplinary action, but is accomplished to preserve health and safety, or to provide evidence incidental to the exercise of disciplinary action.

## DISCIPLINE

Faith Middle School uses the Boys Town Education Model as a means to address and reinforce student behavior, therefore teachers and other staff members will proactively teach social skills on a weekly basis and clearly communicate behavioral expectations throughout the school day. Faith staff reinforces students when they make appropriate academic and behavioral choices and correct their inappropriate actions by teaching replacement behaviors and use natural and logical consequences. Teachers and staff members also help students who are involved in emotionally intense situations to regain self-control.

Faith students who are referred to the office for a behavioral problem will receive instruction on how to use and demonstrate appropriate social skills so they can avoid repeating their behavioral mistakes. Students also will earn natural and logical consequences, when appropriate. The goal of every office referral is to help students successfully reenter the classroom. Students, with the help of an administrator, will take ownership of their behavior by practicing replacement skills, earning consequences, and apologizing for their inappropriate choices so there can be some resolution.

The school philosophy remains that the teacher is responsible for discipline in the classroom. The focus in the area of student discipline at all levels should always be teaching appropriate behavior and promoting self-discipline.

The principal may, based on the seriousness and frequency of the problem, suspend the student. If a student is placed in "In-School Suspension", the teacher will provide ample assignments so that the child is able to remain engaged in learning throughout the day. No child should be academically penalized because he/she was placed in "In-School Suspension". Corporal punishment is not an option and will not be administered.

If it is necessary to detain a student after school for disciplinary purposes, contact with the parents will be made so that the parent may arrange transportation and know the whereabouts of their child. Therefore, the teacher and/or administration will either phone the parents or send home a slip which explains the date(s) and time(s) that the student will be expected to stay.

## BULLY PREVENTION

In the wake of school violence throughout the world, it is important to analyze the causes of violence and implement preventive measures to assure that every student and adult will feel secure in the school environment. Fort Benning Schools does implement a system-wide **BULLY PREVENTION** program as a part of the Safe Schools and Character Education program.

**Bullying has been defined as a means to have power over another and it takes many forms: physical, verbal, and indirect such as gossip and isolation.** Bullying leaves long-lasting scars for its victims. Bullies have a higher incidence of antisocial behavior, domestic violence and crime as adults. Society pays a heavy toll for tolerating bullying behavior and bullies.

In the Fort Benning Schools and community, bullying will not go unchallenged and will not be tolerated. All students, staff members, parents and the community play vital roles to insure our children are not bullied, do not act as bullies, and will not allow others to bully. Fort Benning Schools have a

moral obligation to provide our students and the school community with the proper information, prevention strategies, and defenses to create a safe, accepting and caring environment for all.

## **SAFE SCHOOLS**

School security is a national concern. Throughout the United States, youth crime and violence threaten to undermine the safety of our students' learning environment. Since the Department of Defense Education Activity Americas (DoDEA Americas) represents a cross-section of Americana, all partners in our community education process must understand and support the principles underlying a safe and secure learning environment as applied to creating a safe school. The underlying principles all relate to student rights to a safe and secure learning environment free from the threat or fear of physical violence; free from drugs, alcohol, weapons and other prohibited items; free from hazing, bullying or intimidation; and free from gang or criminal activity.

The Department of Defense Education Activity (DoDEA) follows guidance for the Department of Defense and also issues instructions and policies concerning our schools. DoDEA Regulation 2051.1, Disciplinary Rules and Procedures April 4, 2008 outlines student conduct expectations and disciplinary consequences that may be invoked when the conduct of a student poses an immediate threat to his/her safety or the safety of others in the school. These student conduct expectations apply to student conduct that is related to a school activity while on school property; while enroute between school and home, to include school buses; during lunch period; during or while going to or coming from all school-sponsored events/activities that affect the missions or operations of the school or district including field trips, sporting events, stadium assemblies, and evening school-related activities.

Violence, threats of violence, prohibited items, gang or criminal behavior, and bullying or intimidation will not be tolerated. Perpetrating a bomb threat or complicity in the act is grounds for expulsion. Additionally, local military regulations and laws may authorize criminal prosecution for such actions. Therefore, it is incumbent upon all community education partners – students, parents, military leaders, administrators, faculty and staff – to understand the serious nature of actions violating the principle student freedoms and the scope of authority over infractions as outlined in The DoDEA Disciplinary Rules and Procedures. The administration at each school is responsible for the management of student behavior.

## **PROBLEMS/CONCERNS**

When parents/guardians have problems, concerns, or complaints with teachers or other school personnel it is extremely important that these issues be addressed and resolved with the teacher or person involved. When this has been tried without success, administration should be contacted. Efforts will be made at this level to settle the difficulty. When these two steps still fail to resolve the parental concern, it may be brought to the attention of the superintendent.

## STANDARDIZED DRESS POLICY FOR STUDENTS

### Dress Code: Faith Middle School (2012-2013)

<p><b>The FMS dress code is as follows:</b></p>
<p><b><u>BOTTOM WEAR</u></b> ) <b>Colors:</b> a) KHAKI, NAVY BLUE, BROWN, GRAY, and BLACK; b) <b>Style:</b> Slacks, Shorts, skorts, skirts, and capri pants similar to chino or docker style; c) <b>Fabric:</b> cotton/polyester/corduroy. (No jeans, athletic clothing, spandex, nylon, jeggins) d) <b>Fit:</b> Bottoms must be the proper size and worn at the waist. e) Belts are optional; however, office provided rope belts are mandatory for sagging pants. e) No tight, revealing, see-through clothing. c) Skirts and skorts must be no shorter than 2 inches above the center of the knee. d) Naturally occurring <b>logos</b> and designs of less than two inches are acceptable. (Size of a quarter)</p>
<p><b><u>SHIRTS/TOPS:</u></b> a) <b>Tops</b> must be a solid, non see-through fabric in grade level colors. b) <b>Grade level colors</b> are: 6<sup>th</sup> grade – green; 7<sup>th</sup> grade – blue; 8<sup>th</sup> grade – red. c) <b>Style:</b> pullover polo or dress shirts (button down) with a collar. Short or long sleeves are required. d) Clothing must be the <b>correct size</b>. e) <b>Undershirts</b> of a solid color with long or short sleeves may be worn underneath the approved shirt. f) <b>Logos:</b> may have natural logo that is no larger than two inches square. (<b>Size of a quarter</b>)</p>
<p><b><u>SHOES:</u></b> Only shoes that are comfortable for walking should be worn. Shoe laces must be appropriately tied. Sandals must have a strap across the heel that secures the shoe to the foot.</p>
<p><b><u>SWEATERS/SWEATSHIRTS/VESTS:</u></b> These items must not have a hood and may not be worn in place of approved shirts. They must follow shirt and logo guidelines. Fleece pullovers with partial or full zippers are acceptable.</p>
<p><b><u>COATS, LIGHT JACKETS, RAINCOATS:</u></b> <b>These items may only to be worn to and from school.</b></p>
<p><b>Accessories</b> must maintain the spirit and intent of the dress code and must not be distracting to the learning environment. Small <b>piercings</b> are allowed in the ear or other commonly pierced areas and must be appropriate for the school environment. Inappropriate <b>tattoos</b> must be covered. No indication of <b>membership in gangs</b> is authorized. <b>Hats</b>, caps, sweatbands, bandannas, winter scarves are not authorized inside the school.</p>
<p><b>Spirit Wear (Promoting FMS)</b> is highly encouraged but will remain within the intent of the Dress Code. *Approved respective school athletic uniforms are permitted when approved by the administration.</p>

**\*Faith Middle School attire can be worn on any day at anytime.**

**\*THE PRINCIPAL HAS THE AUTHORITY TO DECLARE SPECIAL DRESS DAYS AT HIS OR HER DISCRETION AND MAY APPROVE STUDENT CLOTHING THAT EXCEEDS THE DRESS CODE STANDARDS DESCRIBED ABOVE (SUCH AS SUIT COATS, ARGYLE SWEATER VESTS AND SIMILAR HIGH STANDARD DRESS ITEMS) ON A CASE BY CASE BASIS**

# DoDEA COMPUTER AND INTERNET ACCESS AGREEMENT FOR STUDENTS

## Privacy Act Statement

**AUTHORITY:** 10 U.S.C. 2164 and 20 U.S.C. 921-932, authorizing DoD Directive 1342.20, "DoD Education Activity" (1992), authorizing DoD Education Activity Administrative Instruction 6600.1 (2004).

**PRINCIPAL PURPOSE(S):** The information on this form is used to authorize an individual student to use government-owned computer resources in accordance with, and subject to enforcement provisions of, DoD and DoDEA policies governing computer and Internet usage.

**ROUTINE USE(S):** Disclosure of germane information contained in this form within the Department of Defense is authorized upon a demonstrated "need to know" to perform an official duty. Routine disclosure of relevant and necessary information is authorized to agencies outside of the DoD by DoD Privacy Act Systems Notices, which may be found at <http://www.defenselink.mil/privacy/notices/osd/>. Records are maintained at the school level in student records for the duration of the student's enrollment.

**DISCLOSURE:** Voluntary; however, no individual is permitted to use DoDEA-controlled computer resources until they have signed this statement indicating agreement to use such equipment only in accordance with the DoDEA Appropriate Use of DoDEA Information Technology Resources – Terms and Conditions for DoDEA Students.

## STUDENT AGREEMENT

I, (print name) \_\_\_\_\_, have received instruction in the appropriate use of DoDEA information technology resources; I have read and understood the Appropriate Use of DoDEA Information Technology Resources – Terms and Conditions for DoDEA Students (attachment 1) and I agree to abide by them. If I violate the Terms and Conditions, I understand that I may lose all access privileges on the DoDEA network, and, furthermore, may be subject to school disciplinary and/or appropriate legal actions.

**STUDENT SIGNATURE**

**DATE (YYYYMMDD)**

\_\_\_\_\_

\_\_\_\_\_

**PARENT OR GUARDIAN** (If student is under the age of 19, a parent or guardian must also read and sign this agreement.)

I, (print name) \_\_\_\_\_, have read the Appropriate Use of DoDEA Information Technology Resources – Terms and Conditions for DoDEA Students (attachment 1). I understand that my child must abide by these Terms and Conditions. I understand that if my child violates these standards, he/she may lose all access privileges on the DoDEA network and may be subject to school disciplinary and/or appropriate legal actions. I understand that computer and network access I being provided for educational purposes.

**PARENT OR GUARDIAN SIGNATURE**

**DATE (YYYYMMDD)**

\_\_\_\_\_

\_\_\_\_\_

**SCHOOL**

**SEMINAR TEACHER/GRADE**

**Don C. Faith Middle School** \_\_\_\_\_

\_\_\_\_\_

**APPROPRIATE USE OF DoDEA INFORMATION TECHNOLOGY  
RESOURCES  
TERMS AND CONDITIONS FOR DoDEA STUDENTS**

**DoDEA AI 6600.1  
E2.A1. ENCLOSURE 2 (ATTACHMENT 1)**

**E2.A1.1. USE OF INFORMATION TECHNOLOGY RESOURCES**

E2A1.1.1. Students will use DoDEA's IT resources including computers, electronic mail, and Internet access, only in support of education and for research consistent with the educational objectives of DoDEA.

E2A.1.1.2. Students will respect and adhere to all of the rules governing access to and use of DoDEA's IT resources.

E2A.1.1.3. Students will be polite in all electronic communication. Students will use courteous and respectful language in their messages to others. Students will not swear, use vulgarities, or use harsh, abusive, sexual, or disrespectful language.

**E2A.1.1.4. STUDENTS WILL NOT USE DoDEA'S IT RESOURCES:**

E2A.1.1.4.1. To deliberately disrupt network use by others. Therefore, students will not send "chain letters" or "broadcast" messages to individuals or to lists of individuals.

E2A.1.1.4.2. To gain or attempt to gain unauthorized access to other computer systems.

E2A.1.1.4.3. To attempt to harm or destroy data of another user, the Internet, or any other network. This includes creating or knowingly transmitting a computer virus or worm or attempting unauthorized access to files, computers or networks (i.e., "hacking").

E2A.1.1.4.4. To attempt to disable any IT security or auditing system.

E2A.1.1.4.5. To pursue private commercial business activities, including those conducted on Internet sites such as eBay.

E2A.1.1.4.6. To create, access, download, view, store, copy, send, or knowingly receive material that is illegal or offensive to others, such as hate speech or any material that ridicules others based on race, creed, religion, color, sex, disability, national origin, or sexual orientation.

E2A.1.1.4.7. To create, access, download, view, store, copy, send, or knowingly receive material that is obscene, pornographic, or sexually suggestive.

E2A.1.1.4.8. To participate in illegal or prohibited activities, such as those related to gambling, illegal weapons, or terrorist activities.

### **E2.A1.2. SECURITY OF DoDEA IT RESOURCES**

E2.A1.2.1. Security on any computer system is a high priority. Students will notify a teacher if they notice a security problem.

E2.A1.2.2. Students will only use the computer accounts issued to them and will log off the system promptly when finished. Actions performed using a student's account will be considered to have been done by that student. It is the student's responsibility to protect their account and password. Students will not give their passwords to other individuals.

### **E2.A1.3. PRIVILEGE OF USING IT RESOURCES**

E2.A1.3.1. The use of the network is a privilege, not a right, and use which is inconsistent with these Terms and Conditions may result in the cancellation of student privileges.

E2.A1.3.2. Electronic transmissions, including electronic mail, are not private and individual communications and system access will be monitored.

E2.A1.3.3. Students who misuse DoDEA IT resources are subject to disciplinary measures such as those prescribed in DoDEA Regulation 2051.1, "Department of Defense Education Activity Disciplinary Rules and Procedures," August 16, 1996. At the discretion of the principal, the student may lose the privilege of using DoDEA IT resources permanently and may be suspended or expelled from school.

### **E2.A1.4. OTHER**

If students have any questions about appropriate computer use, they will ask their teacher.

## **FMS RECYCLES**

**PLEASE JOIN US AND HELP US EARN CASH FOR THE SCHOOL AND TO GIVE MORE TO CHARITIES.**

We recycle the following:

All ink cartridges, GPS, cell phones, digital cameras, laptops, graphing calculators, chip bags, including salty snacks, cookie packaging, drink pouches, candy wrappers, toilet paper packaging, all beauty products, all cosmetic, lunchables, all cheese packaging, all ointment tubes, Elmer's glue products, scotch tape.

No need to separate it!!!! Just drop it off at the school or send it by your student.

Have any questions contact Julie Deckard at [jcadeckard@yahoo.com](mailto:jcadeckard@yahoo.com) and put "Faith Recycles" in the subject line.

We appreciate all your support!!!!!!!!!!



## PERSONAL PROGRESS

<b>REPORT CARD GRADES</b>				
	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Integrated science				
Language Arts				
Math				
Reading				
Social Studies				

<b>TERRANOVA SCORES</b>			
	TN Scores for '10	TN Scores for '11	TN Scores for '12
Integrated Science			
Language Arts			
Math			
Reading			
Social Studies			

<b>SRI SCORES</b>				
	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Score				
Level				

<b>CSI QUARTERLY ASSESSMENT SCORES</b>				
	<b>1<sup>st</sup> Quarter</b>	<b>2<sup>nd</sup> Quarter</b>	<b>3<sup>rd</sup> Quarter</b>	<b>4<sup>th</sup> Quarter</b>
<b>Goal 1 Assessment</b>				
<b>Goal 2 Assessment</b>				

**CSI GOAL 1**

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**CSI Intervention for Goal 1**

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**CSI GOAL 2**

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**CSI Intervention for Goal 2**

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# MY PERSONAL ACADEMIC GOALS

Quarter 1:

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Quarter 2:

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Quarter 3:

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Quarter 4:

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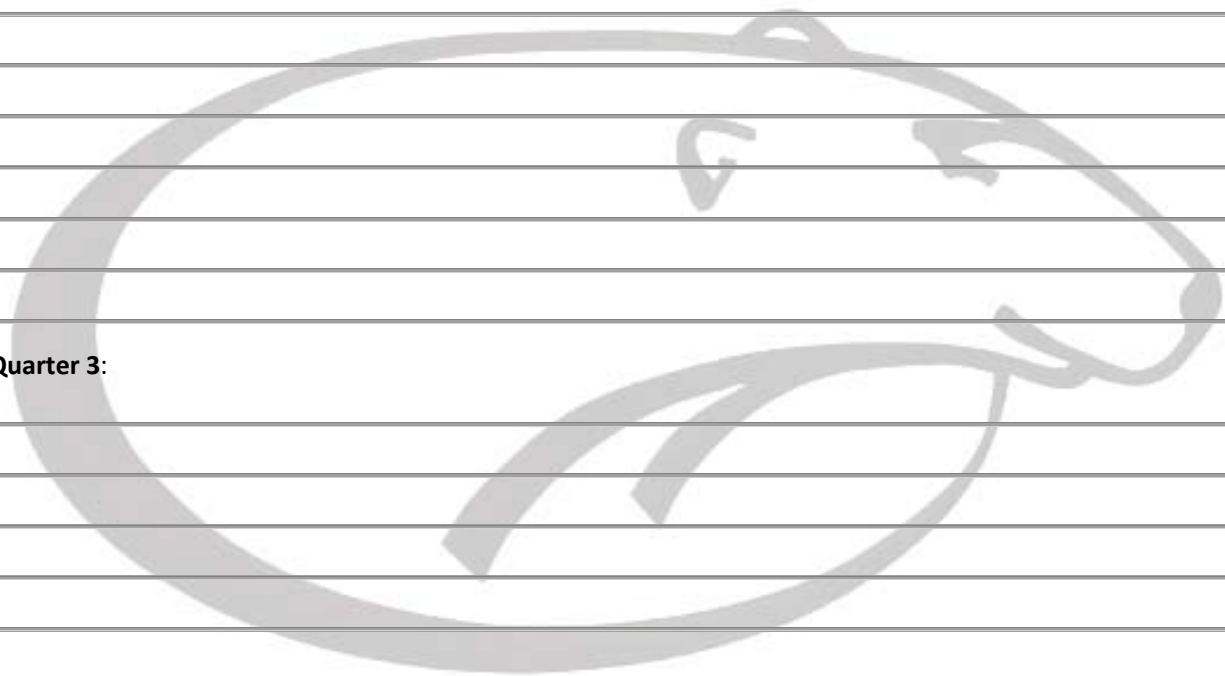
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# FT BENNING SCHOOLS ACADEMIC CALENDAR 2012-2013

## Fort Benning Schools SY 2012-2013

- 2 Aug Teachers First Day (Aug 2-6 TE Orientation)
- 6 Aug Sneak - A - Peek
- 7 Aug Students' First Day 
- 20 Aug First Day for PreK 
- 3 Sep Labor Day Holiday
- 21 Sept TE Prof Dev (Student Holiday) (CSI)
- 4 Oct First Quarter Ends (41 days)
- 5 Oct TE Report Card Prep (Student Holiday)
- 8 Oct Columbus Day Holiday
- 19 Oct Parent Conferences (Student Holiday)
- 12 Nov Observance of Veterans Day Holiday
- 19-23 Nov Thanksgiving Break
- 21 Dec Second Quarter Ends (47 days)
- 24 Dec 4 Jan Winter Holiday
- 7 Jan TE Report Card Prep (Student Holiday)
- 21 Jan Observance of Martin Luther King, Jr. Holiday
- 18 Feb Presidents' Day Holiday
- 14 Mar Third Quarter Ends (46 days)
- 15 Mar TE Report Card Prep (Student Holiday)
- 18 Mar TE Prof Dev (Student Holiday)
- 1-5 Apr Spring Break
- 24 May TE Work Day (Student Holiday)
- 27 May Memorial Day Holiday
- 30 May 1/2 Day Students/ 1/2 Day Teachers LAST DAY (46 days)  
Potential Make-Up Days

180 Student Days  
190 Teacher Days


Report Card Dates  
19-Oct @ Parent Conference  
16-Jan  
26-Mar  
30-May

-  = End of Quarter
-  = Federal Holiday
-  = Student / Teacher Holiday
-  = Teacher Work Day/Student Holiday

August 2012						
S	M	T	W	T	F	S
	30	31	1	2	3	4
5	6		8	9	10	11
12	13	14	15	16	17	18
19		21	22	23	24	25
26	27	28	29	30	31	

September 2012						
S	M	T	W	T	F	S
						1
2		4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20		22
23	24	25	26	27	28	29
30						

October 2012						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7		9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2012						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11		13	14	15	16	17
18	19	20	21		23	24
25	26	27	28	29	30	

December 2012						
S	M	T	W	T	F	S
						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					

January 2013						
S	M	T	W	T	F	S
		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		

February 2013						
S	M	T	W	T	F	S
						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		

March 2013						
S	M	T	W	T	F	S
						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						

April 2013						
S	M	T	W	T	F	S
	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				

May 2013						
S	M	T	W	T	F	S
			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	

June 2013						
S	M	T	W	T	F	S
						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						

July 2013						
S	M	T	W	T	F	S
	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			

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\* **ACCEPTING COMPLIMENTS** \*  
\* 1. Look at the person. \*  
\* 2. Use a pleasant voice. \*  
\* 3. Say "Thank you." \*  
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\* **ACCEPTING CRITICISM OR A CONSEQUENCE** \*  
\* 1. Look at the person. \*  
\* 2. Say "Okay." \*  
\* 3. Stay calm. \*  
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\* **ACCEPTING "NO" FOR AN ANSWER** \*  
\* 1. Look at the person. \*  
\* 2. Say "Okay". \*  
\* 3. Stay calm. \*  
\* 4. If you disagree, ask later. \*  
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\* **ASKING FOR HELP** \*  
\* 1. Look at the person. \*  
\* 2. Ask the person if they have time to help you. \*  
\* 3. Clearly explain the kind of help that you need. \*  
\* 4. Thank the person for helping. \*  
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\* **ASKING PERMISSION** \*  
\* 1. Look at the person. \*  
\* 2. Use a calm and pleasant voice. \*  
\* 3. Say "May I . . ." \*  
\* 4. Accept the answer calmly. \*  
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\* **Disagreeing Appropriately** \*  
\* 1. Look at the person. \*  
\* 2. Use a pleasant voice. \*  
\* 3. Tell why you feel differently. \*  
\* 4. Give a reason. \*  
\* 5. Listen to the other person. \*  
\*\*\*\*\*

# Classroom Social Skills



