

ROBERT E. HOWARD

Middle School

Home of the Baby Bruins



Student / Parent Handbook

SCHOOL VISION

Robert E. Howard Middle School will provide all students with essential life characteristics, world-class knowledge and skills, and preparation for the college or career of their choice.

SCHOOL MISSION

Robert E. Howard Middle School exists to provide effective teaching and learning through equitable, high expectations and digital learning environments to ensure academic success for all students through collaborative partnerships.

1255 Belleville Rd.
Orangeburg, SC 29115-3611
(803) 534-5470

This handbook belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

Dr. Charlene A. Stokes, Principal
Mrs. Ayanna Glover, Assistant Principal
Dr. Derrick James, Assistant Principal

VISITORS & SCHOOL VISITOR SIGN-IN/SIGN-OUT POLICY/CONFERENCES

Parents and other members of the community are always welcome at Robert E. Howard Middle School. For the security of all and to avoid disturbing the learning environment of students, visitors must enter by way of the office and secure permission and a visitor's pass before going to any other part of the building. In a proactive measure to ensure the safety of students in OCSD5's Schools, a nation-wide offender check will be conducted on each visitor by the district's School Check-In Visitor Management System.

Definition: A visitor is any person who visits on the premises of district property.

Applicability: Visitors engaged in direct contact with students in activities, during, before or after school hours, with or without direct monitoring by district employees.

Procedures:

1. Upon entering the school and signing in, an offender check is conducted by the School Check-In Visitor Management System on all visitors.
2. All visitors are required to present a valid State Issued Driver's License or State Issued Photo Identification card to sign into the School Check-In Visitor Management System.
3. In the event that a visitor does not possess a valid State Issued Driver's License or State Issued Photo Identification card, the visitor will not be allowed to remain in the building.
4. The printed visitor/volunteer badge will serve as verification of approval for the visitor to enter the building/event. The visitor/volunteer badge should include a name, date, time and purpose of the visit to the school or event. Each visitor/volunteer should wear his/her badge at all times.
5. If a visitor's identification is matched against the National Sex Offender Registry, front office personnel will notify a school administrator immediately. The school administration will deny entry to the school/event.

Classroom Visits and Observations

Classroom visits and observations by parents/guardians of current students:

1. Classroom visits and/or conferences by parent/guardian must be arranged in advance.
2. Classroom visits and conferences must be conducted in such a manner that the visits and/or conferences do not interfere with the classroom activities of any student in the class

BEHAVIORAL EXPECTATIONS GENERAL RESPONSIBILITIES OF STUDENTS

1. Do your best as a student by paying attention in class and keeping up with all assignments.
2. Always conduct yourself as a good citizen. Respect the rights and feelings of others. By showing respect and consideration for others, you will earn the respect of others.
3. Read and follow all school rules and regulations.

4. Be positive. Find good things to say about yourself, your friends, your teachers, and your school.
5. Be proud of yourself and your school. Robert E. Howard is your home away from home. Do all that you can to keep it clean and attractive. Be sure your behavior reflects credit to yourself, your home, your school, and your environment.
6. Be regular and prompt in attendance.
7. Be honest in all matters.

SCHOOL-WIDE RULES

Be Safe

- I am responsible, like everyone else, for maintaining safety at school.
- I engage in activities that are safe and report any known safety hazards.
- I help maintain a clean and safe campus that is free of graffiti, weapons, and drugs.
- I report any bullying or harassment.
- I avoid conflicts and physical or verbal violence.

Be Respectful

- I treat others the way I want to be treated.
- I respect laws, rules, and school authority.
- I treat people fairly and respect their rights.
- I respect private and public property.
- I am honest with myself and others.
- I avoid spreading rumors or gossip.
- I respect each person's right to be different and I look for the good in others.

Be Responsible

- I take responsibility for my actions.
- I choose how I respond to others.
- I return what I borrow to the same person, in the same condition.
- I give my best in everything I do.
- I come to school regularly and on time, ready to learn.
- I help to create a positive school environment.

SCHOOL-WIDE REWARDS

1. Good educational environment.
2. Good conduct reports.
3. Positive notes and/or good citizenship certificates.
4. Team rewards.
5. School-wide rewards

STUDENT RESPONSIBILITIES

Agenda (Required)

All students at Robert E. Howard Middle School are required to purchase an Agenda book. The Agenda is used as a hall pass, to assist students with time management, and to enhance organizational skills. The Agenda is to be carried at all times. Students who do not have an Agenda will face disciplinary action. The Agenda replacement fee is \$5.00. In the event a student leaves his/her agenda book at home, they must obtain a Temporary Agenda Sheet for the day at a cost of \$.50 cents.

Morning procedures

The school will be open at 7:15 a.m. for carpool students. Upon arrival to school, all students will report directly to the cafeteria. Students will remain in the cafeteria until time to report to the gymnasium. Breakfast for carpool students ends at 7:30 a.m. Late bus riders will be permitted to eat breakfast upon their arrival.

Building Hours for Students

The school building will close each day at 4:30 p.m. Only students who are participating in adult-supervised activities are permitted in the building or on the school grounds after 4:00 p.m. *Immediately after any school activity or event has been concluded, students are to leave the campus.*

Lunch Procedures

Students will be escorted to and from the cafeteria by teachers. Students will sit within their assigned classes and teachers during lunch. The noise level in the cafeteria must remain at a reasonable level.

Care of the Building

Having pride in a school also means keeping the building clean. No food or drinks are allowed in classrooms at any time or in the hallways. Students may eat only in the cafeteria. Trash should be put in trash cans.

Fees, Fines and Charges

Student fees may be charged to offset the cost of educational materials and supplies. No student is exempt from charges for books, lockers (athletics and band), materials, supplies, and equipment that are lost or damaged. The school will require students or parents/ guardians to pay for instructional materials lost or damaged, and the students or parents/guardians may be denied further benefits of textbooks or other instructional materials until the costs of the materials have been paid. Fees and charges are cumulative.

Fund Raising and Distribution of Materials

Only approved school-sponsored fund raising will be permitted at school. Students who participate in fund raising activities for school organizations are responsible for all products and/or money received as a part of the activity. Students will be charged for any money or products not returned at the appropriate time. Students may not distribute written materials to other students at school unless the material was produced at school with the guidance and permission of school officials or the principal has given prior written permission for the handout.

GIFTS

Please do not have balloons or flowers delivered to the school. These items will not be taken to the classroom and cannot be taken home by bus.

LOST AND FOUND

A Lost and Found area will be provided in the nurse station. Students with lost clothing, books, etc., should check this area. Students are to cooperate by turning in all articles that are found and check for articles that have been lost. Parents are encouraged to label coats, sweaters, and other materials with your child's name. Periodically, all unclaimed items will be given to a worthy organization.

All textbooks found will be given to the teacher who issued the book. South Carolina State Law requires parents to pay for missing books and states that this requirement must be complied with before new books are issued. If lost textbooks are found after having paid for new ones, refund checks will be issued to the parents with receipts.

Health Referral

The school nurse will be available each day during the school year. A student who becomes ill while at school may obtain a pass from their classroom teacher and report to the health room for an assessment by the nurse. Students are not permitted to use cell phones to make arrangements to go home when ill. No student may use the health room without permission from the office/teacher. Every effort will be made to contact parents to help get a sick student home. It is extremely important for parents to give the school telephone numbers where they can be reached in case of their child's illness.

In the best interest of students and staff, we request that a student remain at home if he/she is sick. A child should be fever-free and free of any gastrointestinal symptoms without medication for 24 hours before returning to school after an illness.

A parent should inform their child's counselor/nurse at the school at the beginning of the year if a student has a special physical or mental condition. This information should be accurate and up-to-date. Please notify the school of changes in your child's health status any time during the school year.

MEDICINE AT SCHOOL

If a student needs to take a daily medication at school, the doctor must provide written permission for it to be administered. Forms are available from the school nurse and online at the district website. Controlled substances must be brought to school by an adult and must be counted and signed for with the nurse. All medicine must be in a clearly labeled bottle from a pharmacy. An adult must be the one to bring the medicine to school. Students are not allowed to carry any medications without prior permission from the nurse.

Over the counter medication (Tylenol, ibuprofen, etc.) must also have a written doctor permission to administer at school. No over the counter medications are kept at school. All medications must be provided by the parent/guardian. All approved medications must be in the original container and will only be given as prescribed by

Insurance

Insurance is provided for students during the school day. Parents may choose to purchase additional insurance as needed. Students participating in extra-curricular activities may be required to purchase additional insurance.

Student Identification (Required)

It is mandatory for students to wear ID's around their necks at all times. This is a measure of safety and will prepare students for the future. The ID badge is required to check-out books from the Media Center and to receive meals in the cafeteria. All students will be issued an ID at the beginning of the school year for a fee of \$5.00. In the event a student leaves his/her badge at home, they must obtain a Temporary ID for the day. If a student misplaces his/her ID other than a temporary ID, another badge will be printed for an additional cost of \$6.00 (\$5.00 ID and \$1.00 Lanyard). Disciplinary action will be taken at the discretion of an administrator if rules are not followed.

Locks and Lockers

Renting locks and lockers is a privilege given to the students by the school. Locks and lockers are school property. When renting a locker from the school, the student will sign the rental agreement in the main office. Students who sign the agreement take full and total responsibility for items contained in the locker. Students must use locks issued by the school. Failure to use school-issued locks will result in the lock being cut off and locker privileges revoked for the student assigned to the locker. Random locker checks will take place during the school year and school administrators may search lockers at any

time. Any valuable items left in the locker are the responsibility of the student. The school assumes no responsibility for stolen or lost items in lockers. Students must pay a replacement fee of \$5.00 for lost or damaged locks.

Lunch

The school operates a cafeteria, serving hot meals daily. Robert E. Howard Middle School is a closed campus. Students may not leave the campus to eat lunch nor are visitors allowed to bring them lunch. Students are to be only in the cafeteria during lunch. All students will eat at the tables provided for students in the cafeteria. **No food will be taken from the cafeteria at any time.** All other areas including classrooms and the parking lots are off limits during this time.

Off-Limits Areas

From 7:15 am – 7:30 am, students may be in the following school areas only: Cafeteria and Gymnasium. Students going to any other area must have an Agenda Pass.

Parking lots and bus loading areas: Parking lots are off limits to students except immediately before school begins and immediately after school ends.

Athletic Fields and Stadium Area: This area is off limits to students unless they are under direct adult supervision. This provision also includes after school hours.

Gym: The gym is a classroom and is off limits during lunch, after school and during class time. The gym is a classroom and should be treated as such.

Teacher Workroom, Lounge and Teachers Mailboxes: These rooms are off limits to students at all times.

Due to safety concerns, the weight room and the gym are off limits to any student not assigned to class in the weight room or the gym. Students who are not assigned to the class during a specific class period are not to enter the classroom or be in the area.

Passes

No student is allowed in the corridors or hallways without an Agenda Pass (written in the "Pass" section of the agenda book) and signed by a staff member.

Student Drop-off and Early Pick-up

Students who are brought to school late (other than by district transportation) should be signed in by parents in the Main Office. When students are picked up early, parents should sign them out in the Main Office. If someone other than the parent/guardian is picking up a child their name must be listed on the Emergency Contact List and they must provide picture I.D. This is a safety precaution.

Telephones and Receiving Calls

The use of cellphones are prohibited during the school day.

Textbooks

Once textbooks have been distributed to a student, they become the responsibility of the individual student. Any student accepting use of books, or other property of the district or State, automatically assumes responsibility for this property and will be held accountable for damage or replacement costs. Replacement book fees will be based on the current textbook fee schedule. The school will not assume responsibility for any lost or stolen textbooks.

Valuables

Students are not to bring valuable items to school. The school will not be responsible for lost or stolen items.

STUDENT CONDUCT

Students must abide by school rules and regulations. The rights of all students are respected, but if the learning atmosphere of a classroom or the school is disrupted those rights will be lost. At that time the teacher and/or administrators will take appropriate disciplinary action.

Because the teacher is in charge of all classroom discipline, the teacher will handle individual disciplinary problems. **Teachers and students should demonstrate mutual respect towards each other.**

The following are some basic rules by which all students must abide:

1. All members of the school must be respectful of individual rights. Treat all people with dignity and respect.
2. Students must attend and be on time to all classes to which they are assigned every day.
3. Students must always obey teachers, administrators, bus drivers, and other staff members.
4. Students may not fight; use verbal threats, physical assault or any type of intimidation. Committing these offenses will lead to suspension and/or arrest.
5. No alcohol, weapons, illegal drugs or gambling will be tolerated. Distribution, use or possession of illegal drugs, alcohol or dangerous weapons will lead to suspension, immediate arrest and possible expulsion from school.

Students are reminded that all school rules and regulations are enforced each day on the school campus, at all school functions, in the community, and on the school bus. **Students must obey bus drivers as they would teachers or administrators.**

Remember that in order to gain respect for yourself you must show respect to others at all times. Being unaware of a rule does not excuse your breaking that rule. Please refer to the school district's "Code of Conduct" on the next page.

Remember, at Robert E. Howard Middle School all people are treated with dignity and respect.

SCHOOL RESOURCE OFFICER

(SRO) is defined as a "career law enforcement officer, with sworn authority, assigned by the employing police-department to work at a school in collaboration with school and community-based organizations." The SRO is specifically trained to perform three roles: law enforcement officer; law-related counselor; and law-related teacher." Although the resource officer aids school staff in preventing infractions, they also hold arrest power if school is disrupted. This is not limited to fights, drug usage or possession, inappropriate behavior, disorderly conduct, etc. The resource office also oversee the perimeters of the building when present.

Alcohol and Illegal Drugs

A student may not possess, use, distribute, be under the influence of, or assist with the possession, use or distribution of, any illegal substance including controlled substances (including but not limited to: marijuana, crack, cocaine, hallucinogenic drugs, or any It is also illegal to possess, use or distribute drug paraphernalia on the school campus. This includes any instrument, device, article or contrivance used, designed for use, or intended for use in ingesting, smoking, administering, or preparing marijuana, hashish, crack, cocaine or any illegal or controlled substance. Examples of paraphernalia include but are not limited to: smoking screens, pipes, rolling papers, drug scales and roach clips.

According to SC State Law (section 20-7-370), it is unlawful for anyone under age 21 to purchase or possess beer, wines or fermented beverages. This is a misdemeanor and carries a fine of up to \$100.00 plus court costs.

Assisting with or Encouraging Rule Violations

Any student who by his presence or actions knowingly assists or encourages another student or group of students to violate or attempt to violate any district or school rule will also be held responsible for the violation. Some examples of behavior that would be considered a violation include, but are not limited to:

1. Encouraging others to fight or continue fighting by yelling or taunting.
2. Assisting with or purposely observing any sexually improper actions.

Detention and/or Work Detail

All disciplinary offenses do not require out of school suspension. Students may instead be placed in detention at lunch and after school on Tuesdays (2-4pm). Students are to abide by all rules governing the detention. If a student does not attend a session or does not abide by the rules then an out of school suspension will be in order. Parents will be notified when students have to serve after school detention. If detention is held at lunch, students will have an opportunity to eat lunch after detention. Students assigned to detention are to be on time and are to bring their materials.

Disruption of School

According to SC State Law (Section 16-17-420) a student may not willfully or unnecessarily create a disturbance that interferes with the orderly operation or instructional process of the school or any of its programs. Disturbing schools is a misdemeanor. A person convicted of this shall pay a fine of up to \$1,000.00 or imprisoned in jail for up to 90 days.

Electronic Equipment – Games, Headphones, Paging Devices, Cellular Phones, Radios, etc.

According to SC State Law (section 69-63-280) possession of paging devices (beepers) by public school students is prohibited. Once detected, the pager is forfeited to the school district. The only exception is for a student over 18 who is an active member of a fire-fighting or emergency medical service.

Cellular telephones may be used during the Lunch/Advisement Period and during designated periods.

**** Due to the disturbance caused by radios, tape/CD players, and other objects, these objects are prohibited on the school campus and, if found, may be confiscated.**

First Violation:

Confiscated devices will be returned to parents/guardians between 3:35-4:15 p.m.

Subsequent Violations:

The student will be written up for defiance.

***Refusal to give item to staff member will result in appropriate disciplinary action.**

Expulsion

It is the responsibility of the parent to schedule an expulsion hearing if a student is up for expulsion. When a student is up for expulsion, the parent will receive a Suspension/Expulsion letter. The process for scheduling a hearing is outlined in the letter. The student is suspended from school and all school activities during the expulsion procedures, except for scheduled conferences.

FUNDRAISING

All fundraising or sales sponsored by school organizations must be approved in advance by the principal. The district will permit no sale of material items or services of a private nature by any individual or out-of-school organization without specific approval.

Gambling/Card Playing

Gambling, including any form of card playing or coin tossing is strictly prohibited on campus at any time. Gambling is not legal in the State of South Carolina. Playing cars are not to be brought on campus.

Inappropriate Language

At Robert E. Howard Middle, all people are treated with dignity and respect. Profane or obscene language or gestures are not acceptable at any time on the school campus whether you use the language or gesture towards another person or in general.

Out-of-School Suspension

Students who are suspended from school may not attend any school function, may not participate in any school event and are not to be present at any time on school or district property. Suspended students who attempt to enter the campus, the school building, or are on district property during a suspension will be trespassing and charges will be filed with the appropriate law enforcement agency. In addition, the student may be expelled from school.

When returning from a suspension, students are to be accompanied by a parent and a conference must be held with the appropriate administrator before the student is readmitted to school.

A written notice will be mailed to the parent(s) of a student who has been suspended. In addition, students who are suspended will receive written and/or verbal notification as well.

Physical Assaults

Physical assaults will not be tolerated at Robert E. Howard Middle. Students who fight on campus, on the way to and from school, on the school bus, at the school bus stop or at any school or district function or activity (including athletic events or other extracurricular activities at or away from the school) will be dealt with in an appropriate manner including possible suspension from school, arrest and expulsion from school. If a student is experiencing a problem that may lead to a verbal or physical altercation, the student should notify a school official immediately. The school may also take action concerning problems arising away from the school campus if the problem may lead to a disruption of school.

Sexual Harassment

At Robert E. Howard Middle, all people are treated with dignity and respect. Sexual harassment is wrong and will not be tolerated at school. Sexual harassment consists of unwanted sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature where there is a pattern of harassing behavior or a single significant incident. Sexual harassment may include but is not limited to: verbal harassment, including sexually offensive comments or slurs, physical harassment involving physical interference with movement or work, or visual harassment such as sexually offensive cartoons, pictures, drawings or posters.

Tardies/Tardy Regulations

Students are expected to arrive at school and to each class on time. A student who is tardy disrupts classroom learning and interferes with the rights of other students. Students should be in their seats and ready to work when the tardy bell rings.

If a student arrives beyond the scheduled time that a class begins then the student is considered tardy. The student should report to the Attendance office, located in the rear of the front office

If the school bus is late the school will take the responsibility of issuing a bus pass so that the student may be admitted to class.

If a student walks, or receives a ride to school, then the parent and student share the responsibility for getting to school on time. The following are regulations governing tardy procedures:

1. Students who report to school after the morning tardy bell (7:50 am) should report to Main Office. Students who come to school after 8:00 am must report with his/her parent to the Main Office. If the parent is not available, then the student must have a written excuse to enter school and must report to the Main Office.
2. If a student is tardy to a class he/she should report directly to the class. The student will be admitted to the class and the teacher will deal with the student concerning the reason for the tardiness. At no time should students be sent to administrators or to the office for tardy passes.
3. The student's first tardy to class will result in the teacher warning the student and explaining to the student the consequences that will follow if the student continues to come late to class.
4. The teacher will contact the parent(s) of the student if the student is late a second time. The teacher will explain to the parent(s) that the student has a tardiness problem and that the student will be referred to an administrator for disciplinary action if the student is late again. The teacher will document this parental contact.
6. Students who are tardy to classes will be assigned to detention or suspended by administrators at any time as a part of the school's tardy policy.
7. If the student continues to be habitually tardy, the administrator may suspend the student from school and will schedule a parent conference.
8. Habitual tardiness will not be tolerated at Robert E. Howard Middle.

Use or Possession of Tobacco Products/Paraphernalia

The possession or use of any tobacco product/paraphernalia is strictly prohibited on the school campus. The use of tobacco products is harmful to the health of students and staff.

1st Offense: 1-3 days Suspension and parent conference

2nd Offense: 3-5 days Suspension and parent conference

3rd Offense: Expulsion referral

Weapons and Dangerous Objects

According to SC State Law (Section 59-63-235), a one year (365 day) expulsion is mandated for a student who is determined to have brought a firearm to school or any setting under the jurisdiction of the local school board.

According to SC State Law (section 16-23-430), carrying weapons on school property is a misdemeanor. A person convicted of this shall pay a fine of \$100.00 or sentenced to 30 days in jail.

Any student who possesses, handles, uses or gives to someone else a weapon will be suspended from school, arrested and possibly expelled from school. A weapon is any instrument that may produce bodily harm or death. This includes but is not limited to: any laser pointer, knife, firearm, air gun, B.B. gun, sword, ax, razor, firework or other incendiary device, mace, brass knuckles, firearm ammunition, night stick, chain belt, spiked bracelet, box cutter, screwdriver, ice pick, homemade weapons, or any other object which may produce bodily harm or death. Any object that reasonably can be used, or thought of, as a weapon is also illegal on campus and will be treated in the same manner as a weapon.

ATTENDANCE

Attendance Regulations

Attendance is important. A student cannot benefit from the opportunities available at the school unless he/she attends school and each class every day.

For any absence to be considered for classification as an excused absence, an excuse must be submitted to the attendance office within two school days after the student returns to school. After the two-day limit, absences that have not been classified as excused may be considered unexcused.

Students who have accumulated three (3) consecutive unlawful absences or a total of five (5) total unlawful absences will be referred to the attendance

officer for truancy. Continued truancy will result in school/parental intervention and/or a petition to the family court.

Early Dismissal from School

Students leaving school for any reason during the school day must sign out in the attendance office. Each student must present a written excuse for signing out. A parent or guardian must sign the excuse. A telephone number where the parent or guardian may be reached must appear on the note.

Late Arrival to School

Students arriving after 7:50 am should report directly to the Main Office and must be signed in by a parent/guardian in order to be admitted to school.

Lawful Absences

Absences may be approved or disapproved under the following conditions:

1. Notice from a licensed, certified health practitioner
2. Recognized religious holiday
3. Death in the immediate family.
4. Other- includes family/personal illness if approved by the administration.

Make-up Work

Teachers will allow make-up work missed during lawful absences and suspensions as long as the student makes appropriate arrangements with the teacher no later than the student's fifth day back at school. The student must complete the work within 10 days after his/her return to school. **The student/parent has the responsibility for securing the make-up assignments and completing the work.**

Procedure for Returning Following an Absence

Any student who has been absent from school must bring to the Attendance office an excuse written and signed by his/her parent/guardian or by a medical doctor within 48 hours of returning to school.

ACADEMIC REQUIREMENTS AND INFORMATION

GRADE REPORTS /PARENT PORTAL

Students will be issued grade reports at the end of each nine-week grading period. In addition, every 2 weeks, a "Student Progress Report" will be issued to students. Parents will also receive a login for Parent Portal where they can access their child's grades and attendance online.

GRADING

The new Uniform Grading Policy utilizes the numeric grade as the basis for grade point averages throughout their high school careers. The following numerical grades are used:

- A 100-90
- B 89-80
- C 79-70
- D 69-60
- F 59 and below

If you have questions about your child's performance, please contact the guidance counselor who works with your student.

PROMOTION REQUIREMENTS

In order to be promoted from one grade to another, a student must pass all four content courses and/or IEP goals. Students not meeting promotion requirements must attend summer school or its designated replacement, if offered.

Guidance

Because it is important that students work with the guidance counselor, students are encouraged to visit the guidance office. The counselor is available to assist and advise students about career choices, course selection, schoolwork, personal problems and college.

Uniform Honor Roll for Middle School

Principal's List-All A's. Honor Roll-80 overall average or better and no C's, D's or F's.

School Records

School records are maintained and information is collected on each student from the time he/she enters school through graduation. The school record is permanent; it is never destroyed and contains grades, test scores, attendance, etc.

DUKE UNIVERSITY TALENT IDENTIFICATION PROGRAM (TIP)

Seventh grade students who have scored at or above 95th percentile on the national norms of a standardized achievement, aptitude or mental ability test battery are eligible to participate in TIP. Students are also invited to participate if they scored in the upper advanced range on Verbal or Math for the SC READY in the sixth grade. Participants take the SAT in either December or January of their seventh grade year. Eligible students will receive an application in October. Those students who score a specific level will be recognized through the state or Duke University.

SC JUNIOR SCHOLARS PROGRAM & PSAT

All eighth grade students will be eligible to take the PSAT in October at REHMS. Students will receive registration material in September. For additional information on the PSAT, contact 7TH/8TH grade guidance counselor. Students who score greater than or equal to 50 on the PSAT in Verbal, Math, or Writing will be identified as Junior Scholars. These students are then eligible to participate in a number of different summer programs that have been created for Junior Scholars.

National Junior Honor Society

Membership in the National Junior Honor Society (NJHS) is open to qualified seventh and eighth graders at Robert E. Howard Middle School. To be eligible for membership, students must effectively demonstrate five qualities:

- **Scholarship-** Per national guidelines, at a minimum students must have a cumulative GPA of 85, B, 3.0 on a 4.0 scale, or equivalent standard of excellence. (Each school chapter is allowed to require a higher cumulative GPA.)
- **Service-** This involves voluntary contributions made by a student to the school or community, done without compensation.
- **Leadership-** Student leaders are those who are resourceful, good problem solvers, and idea contributors. Leadership experiences can be drawn from school or community activities while working with or for others.
- **Character-** The student of good character is cooperative; demonstrates high standards of honesty and reliability; shows courtesy, concern, and respect for others; and generally maintains a clean disciplinary record.
- **Citizenship-** The student who demonstrates citizenship understands the importance of civic engagement; has a high regard for freedom and justice; respects the U.S. form of government; respects the law for all citizens at the local, state, and federal levels; and demonstrates mature participation and responsibility in activities such as scouting, community organizations, or school clubs.

Students who meet the scholarship requirement will have an opportunity to complete a form detailing their accomplishments in and commitment to service, leadership, character, and citizenship.

GENERAL INFORMATION

Fire Drills and Disaster/Tornado Warnings

Directions for emergency evaluations due to fire, tornado, etc. are posted in each classroom and in the main office. The teachers will explain procedures to students. In case of a drill or an actual emergency, students are required to move in a rapid but orderly fashion with their teacher. No one is to leave his/her designated area until an all-clear signal is given.

Media Center

The use of the Media Center and the ability to borrow books is a privilege for students. If a student does not follow the Media Center's rules, the privilege to use the Media Center may be revoked. In addition, students are expected to return all books and materials on time and in good condition.

Parent Involvement

Parents are encouraged to take an active role in the education of their child and to become involved in school activities. Many parents serve as school volunteers and are active in organizations such as the Robert E. Howard Middle School Parent Teacher Organization (PTO), School Improvement Council and Booster Club. Parent-teacher conferences are held according to the OCS5 calendar. Parents may always contact the guidance counselor to set up formal conferences with their child's teachers. Parents are also encouraged to visit their child's classes and are asked to make arrangements through the Main Office prior to visiting. Parents must sign in through the Main Office prior to visiting any classrooms. This ensures the safety of students, parents and faculty/staff.

Participation Requirements-Athletics*:

Academic requirements for students enrolled in the seventh and eighth grade, including first semester ninth graders, are:

1. Students passing the sixth, seventh, and eighth grades by promotion academically (not by social promotion) are considered as having met the requirements for academic eligibility for first semester.
2. Students in grades seven and eight must be doing satisfactory work at the end of the first semester in order to be eligible second semester. (Second semester ninth grade students must meet SCHSAL academic regulations above.)
3. A seventh or eighth grade repeater shall not be eligible during a school year if academic requirements for promotion were not met during the previous year.
4. All student athletes must participate in afterschool study hall.
5. All student athletes and parents must sign an Athletic Participation

Agreement

Note: A student failing the seventh or eighth grade is eligible during second semester if he/she has satisfactorily passed first semester work. Satisfactory work is defined as meeting the school district's promotion policy.

* Source: SCHSAL Handbook

Robert E. Howard Middle School sponsors several interscholastic sports during the year. All students are invited to participate in one or more of these sports if they can meet the general requirements. Each sport offers a chance for the individual to develop mentally, socially, and emotionally as well as physically. Students in Good Standing for Other Activities Additional requirements are placed on students prior to the student's participation in some school events. Students must meet the following criteria in order to represent the school in extracurricular activities: A-C or better grade point average, no out-of-school suspensions, free of any school debt, and participation in recommended academic assistance opportunities provided by the school. The school personnel sponsoring the extracurricular activity must verify the eligibility of the students to participate.

Searches and Seizures

A school administrator may search any person who enters the school campus at any time. This search may include the person and any personal items as well as any vehicle parked on school property. Random searches of any individual, vehicles, lockers and other property may occur at any time. Illegal items found during searches will be seized and law enforcement officers will be notified. Any person in possession of a weapon or illegal substance will be arrested and prosecuted. Metal detectors are used at the school.

Student Activities

There are many clubs and activities for all students at Robert E. Howard Middle. These clubs and activities provide the opportunity to develop interests, improve skills and add immeasurably to leadership potential. Extra-curricular activities reinforce classroom learning and also teach students to work together. If students are interested in joining clubs/activities, they should contact the advisor or any teacher. Students and teachers are encouraged to begin new student organizations that will benefit all students.

Visitors

Students who are not a part of the Robert E. Howard Middle student body are not allowed to visit the campus. S.C. State Law states that a student is subject to arrest for going on school property other than his own. All visitors must report to the receptionist's desk in the main office and present a state approved ID in order to obtain a visitor's pass to be on campus.

DRESS CODE

A uniform Dress Code will be utilized at Robert E. Howard Middle school in order to promote equality, decrease distractions, and instill school pride. Students are expected to adhere to the Dress Code during school and while participating in school-sponsored activities. Any student that does not comply with the Dress Code will be referred to school administration. Parents please discuss the dress code with your child and emphasize the importance of abiding by the Dress Code.

All students will be expected to comply with the established Dress Code as outlined below:

Pants must be **solid khaki tan or navy blue** in color and made of khaki material (jeans, leggings, jeggings, or tights are **NOT** acceptable).

Shirts must be **navy blue**.

Shirts must be buttoned collar and polo styled.

Shirts should not contain writing or large symbols/emblems (**small symbols/emblems will be accepted**).

No other shirts may be worn over the uniform shirt at any time.

Pants must be worn with a belt at the waist/hip level. Belts must be fastened at all times. Belts should be black, brown or navy blue in color.

If uniform shorts, skirts, or skorts are worn they cannot be more than 2 inches above the knee. Tights, leggings, or jeggings are not to be worn under these garments.

Male students' shirts must be tucked in entirely at all times. Shirts should be long enough to remain tucked in while seated. At no time should any skin, cleavage, or undergarments be visible. If undershirts are worn, they should be white, black, or navy blue.

Hats, head coverings/wraps (except for religious garments) are not permitted to be worn inside the building. Bandanas and scarves of any form are not allowed.

Shoes are to be worn at all times. Flip flops, bedroom shoes or open-toed shoes are not permitted.

On occasion, students will be permitted to dress down. During dress down days students will be permitted to wear blue jeans only. Jeans may not have rips, tears or holes in them of any type (self-made or manufactured) During dress down days students will not be permitted to wear tank tops, halter tops, strapless tops, netted shirts, see through tops, leggings, jeggings, tights, or open-toed shoes. Articles of clothing should not display improper language, signs, symbols or pictures that make reference to alcohol, drugs, weapons, tobacco, gangs, violence or sexual messages. In addition, clothing should not have rips or tears in the fabric that exposes skin.

NO ELECTRONIC DEVICES ALLOWED! This includes, but is not limited to Cell Phones (unless authorized by Administrators or Teachers), MP3 Players, CD Players, Tablets, IPODS, Personal Recorders, and Cameras.

DRAFT

Orangeburg Consolidated School District Five Re-Do Policy Ideas

Purpose: It is the goal of every teacher within Orangeburg Consolidated School District Five to promote student success of 80% mastery on assignments. When a student does not reach that level we have a reteach/re-do policy. This policy advocates students having the opportunity to truly grasp the learning material through mastery of classroom work. This policy is further designed to insure that all students have the opportunity to excel at high levels and meet mastery on grade level content.

What Scores can be used?

- No Averaging-take the highest score

How Many Attempts

- Two opportunities to re-do an assignment with mandatory re-teaching sessions-80% is mastery

What Can Be Re-Done? (Meaningful Grades)

1. All Assessments (tests, quizzes)
2. All Classwork Assignments (to include labs, and projects)

Time Frame

- 5-7 days after the assignment (school days)

Score

- 99 to 80-optional
- 79 and below-mandatory

**A child is automatically eligible to re-do an assignment. The child does not have to come ask the teacher. The teacher is responsible for ensuring that a child receives the re-do accommodation.

**If the majority of your students/class did not remaster the assignment, the grade for that assignment is now invalid. The teacher must re-teach the concept/standard to the entire class and reassess all students on the concept.

Re-Teaching Session

Re-teaching sessions may occur during the following times:

- During intervention/seminar time
- During Related Arts Time
- After school tutoring sessions