

# RICHARD HULL MIDDLE SCHOOL

## STUDENT AGENDA HANDBOOK 2015-2016

J. Alvin Wilbanks      Superintendent  
Gwinnett County Public Schools

Denise Showell      Principal  
Darlene Brown      Assistant Principal  
Scott Frandsen      Assistant Principal  
Donna Lee      Assistant Principal

1950 Old Peachtree Road  
Duluth, GA 30097  
(770) 232-3200  
[www.hullmiddleschool.org](http://www.hullmiddleschool.org)

This agenda belongs to:

Name \_\_\_\_\_ Bus Route # \_\_\_\_\_

Homeroom \_\_\_\_\_ Student Number \_\_\_\_\_

School Mascot – Lion  
School Colors – Royal Blue, White and Red Accent  
School Motto – Every Child is a Promise  
School Mission Statement – Educating Above and Beyond

School Hours: 9:20a.m. – 4:00p.m.

Students are **not allowed** to enter the building before 8:45a.m. unless they have a signed agenda or detention form. Students with passes must enter through the side doors by the cafeteria.

### Cluster Elementary Schools:

Jackson Elementary 1970 Sever Road Lawrenceville, GA 30043 770-682-4200	Mason Elementary 3030 Bunten Road Duluth, GA 30096 770-232-3370	Parsons Elementary 1615 Old Peachtree Rd Suwanee, GA 30026 678-957-3050	Burnette Elementary 3221 Burnette Road Suwanee, GA 30026 678-546-2170
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Cluster Middle School:  
Northbrook Middle School  
1221 Northbrook Parkway  
Suwanee, GA 30024  
678-407-7140

Cluster High School:  
Peachtree Ridge High School  
1555 Old Peachtree Road  
Suwanee, GA 30024  
678-957-3100



Dear Students and Parents:

Welcome to the 2015-2016 school year! It's great to celebrate another school year.

At Hull Middle School, we are proud of the reputation that has been established, and we want to continuously improve it. We hope that this year will be exciting and filled with many new opportunities.

The faculty and administration prepared this agenda book, which contains important information that will help you throughout the year. **Please know that all aspects of the school's procedures are not included in this book.** However, a Student/Parent Discipline Handbook has been published by Gwinnett County Public Schools and will be distributed to each student. Please review this agenda book and the discipline handbook very carefully.

I look forward to our working together this school year. Let's make it the best one ever!

Sincerely,

Denise Showell  
Principal



# Hull Middle School Map



# HALLWAY PASSPORT

Name \_\_\_\_\_ Grade \_\_\_\_\_

Date	Time Out	Time In	Destination	Teacher	Comments

# HALLWAY PASSPORT

Name \_\_\_\_\_ Grade \_\_\_\_\_

Date	Time Out	Time In	Destination	Teacher	Comments

ON LINE TEXTBOOK AND RESOURCES

**Language Arts**

LA Teacher Website: \_\_\_\_\_  
Log In/Username: \_\_\_\_\_  
Password: \_\_\_\_\_  
Other Website: \_\_\_\_\_  
Other Website: \_\_\_\_\_  
Other Website: \_\_\_\_\_

**Math**

Math Teacher Website: \_\_\_\_\_  
Log In/Username: \_\_\_\_\_  
Password: \_\_\_\_\_  
Other Website: \_\_\_\_\_  
Other Website: \_\_\_\_\_  
Other Website: \_\_\_\_\_

**Science**

Science Teacher Website: \_\_\_\_\_  
Log In/Username: \_\_\_\_\_  
Password: \_\_\_\_\_  
Other Website: \_\_\_\_\_  
Other Website: \_\_\_\_\_  
Other Website: \_\_\_\_\_





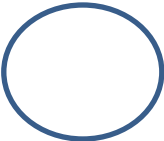

**Social Studies**

SS Teacher Website: \_\_\_\_\_  
Log In/Username: \_\_\_\_\_  
Password: \_\_\_\_\_  
Other Website: \_\_\_\_\_  
Other Website: \_\_\_\_\_  
Other Website: \_\_\_\_\_

Notes: \_\_\_\_\_  
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## HELPFUL RESOURCES

### HMS Annotation Codes

	You read something that makes you say “Yeah, I knew that” or “I agree” or “I understand.”
	You run across something that contradicts what you know or expect.
	You have a question, need clarification, or are unsure.
	Aha! You discover something new, surprising, exciting, or fun.
	Circle key vocabulary and terms.
	You have connection between the text and your life, the world, or other things you've read.

\*Adapted from *Texts and Lessons for Content Reading* by Harvey Daniels

**Gwinnett County Public Schools  
2015-16 SCHOOL YEAR CALENDAR**

<p>3 Independence Day observed (Systemwide Holiday)</p> <p>21-22 New Teacher Orientation</p> <p>23-24 New Teachers Report*</p> <p>27-28 New Teachers Report* *(Schools determine which 2 of the 4 days new teachers report)</p> <p>29 Administrative Staff Meeting</p>	<p align="center"><b>JULY 2015</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </tbody> </table>	S	M	T	W	Th	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		<p align="center"><b>JANUARY 2016</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	Th	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							<p>1 New Year's Day (Systemwide Holiday)</p> <p>4 Winter Break (School Holiday)</p> <p>5 Teacher Planning/Staff Development [#7] (Student Holiday)</p> <p>6 Begin 2nd Semester (Day 89)</p> <p>18 MLK Jr. Day (Systemwide Holiday)</p>
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<p>3-7 Required Teacher Pre-planning/ Staff Development [#1-5]</p> <p>10 First Day of School</p>	<p align="center"><b>AUGUST 2015</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	Th	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						<p align="center"><b>FEBRUARY 2016</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	Th	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						<p>15 Teacher Planning/ Staff Development [#8] (Student Holiday)</p> <p>Incident Weather Make-up Day (Priority 1)</p> <p>24-25 Early Release Elementary and Middle School</p>
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<p>12 Teacher Planning/ Staff Development [#6] (Student Holiday)</p>	<p align="center"><b>OCTOBER 2015</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </tbody> </table>	S	M	T	W	Th	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	<p align="center"><b>APRIL 2016</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </tbody> </table>	S	M	T	W	Th	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	<p>1 Student/Teacher Holiday</p> <p>Incident Weather Make-up Day (Priority 3)** or Teacher Planning/Staff Development Make-up</p> <p>4-8 Spring Break (School Holidays)</p>							
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<p>23-27 Thanksgiving Break (School Holidays)</p>	<p align="center"><b>NOVEMBER 2015</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	Th	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						<p align="center"><b>MAY 2016</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	Th	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					<p>23-25 Early Release for High School Exams</p> <p>25 Last Day of School (Day 180)</p> <p>26-27 Teacher Post-planning/ Staff Development [#9-10]</p> <p>30 Memorial Day (Systemwide Holiday)</p> <p>31-June 1 Teacher Planning/Staff Dev. Make-up Day(s)</p> <p>** GCPs may make up any incident weather days by utilizing scheduled make-up days, online instruction, and/or extending the school day or year.</p>							
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First and Last Day of School
  Teacher Planning/Staff Development/Student Holiday
  Student/Teacher Holidays



## Coming and Going.....

### WHAT TIME DOES SCHOOL START AND END EACH DAY?

School starts at 9:10a.m. If you arrive after 9:20a.m., you are considered tardy. School ends each day at 4:00p.m.

### WHAT TIME IS EARLY RELEASE DISMISSAL?

On early release days, dismissal is 1:15p.m.

### ARE THERE ANY CONSEQUENCES IF I AM TARDY?

If you have five unexcused tardies, you will receive a warning by your grade level Assistant Principal. If you have 10 unexcused tardies, you will be assigned administration detention (7:15a.m.-8:45a.m.) If you have 15 unexcused tardies, you will be assigned ISS.

### WHEN CAN MY PARENT DROP ME OFF IN THE MORNING?

If your parents drive you to school, you can be **dropped off between 8:45 a.m. and 9:20 a.m.** That's when the building opens. If your parents have to go to work early, your best bet is to ride the bus!!!!

If on a rare occasion, you must be dropped off before 8:45a.m. but **no earlier than 7:45am**, you are to report to the cafeteria for study hall.

### WHAT IF I HAVE AN EARLY MORNING PASS OR NEED TO SERVE DETENTION?

You are required to enter through the side doors by the cafeteria. You must present the pass, teacher-signed agenda or your detention form to the door attendant to be allowed in the building before 8:45a.m. There will be no exceptions. If you do not have your pass you will remain in study hall until the bell rings at 8:45a.m.

### WHAT IS STUDY HALL?

Study Hall is held in the cafeteria from 7:45a.m. until 8:45a.m. for students that on the rare occasion need to be dropped off before the bell. You are required to have study materials, books, homework to work on. This is a quiet study area; socializing is not allowed. Cell phones, mp3 players, handheld game consoles, ear buds or headphones are not allowed. Ebooks/tablets are allowed for reading purposes only. All school rules apply in study hall. You may lose the privilege of study hall if you choose not to follow school rules.

### CAN MY PARENT CALL IN AND CHANGE MY TRANSPORTATION TODAY?

A note is preferred, but in an emergency, yes. Upon verification that we are speaking to your parent and provided it is **before 3:00p.m.**

### WHEN SHOULD MY PARENT PICK ME UP AFTER SCHOOL?

Your parent needs to pick you up at 4:00p.m. If your parent picks you up after 4:30p.m., a face to face parent conference will be required of parents after two late pick-ups.

### WHAT IF I HAVE TO STAY AFTER SCHOOL FOR PRACTICE OR SOMETHING?

Your parents should be here to pick you up within 15 minutes of the end of the activity. This includes dances, basketball games, practices, concerts, etc. You might lose your privilege to attend these events if your parents don't pick you up on time.

### CAN I RIDE THE BUS HOME WITH A FRIEND?

No. Students are expected to ride the bus to which they have been assigned and to get off at their assigned bus stop. Only in the event of an emergency, as determined by the principal or their representative, will a student be allowed to ride a different bus. Notification of this emergency must be sent to the school in a written note signed by the parent/guardian. The school administrator may provide a bus pass granting permission.

### IS MY ABSENCE EXCUSED?

There are only a few reasons your absence will be excused. If you:

1. Are sick
2. Have a medical appointment
3. Have a death in the family
4. Have a mandated court appearance
5. Observe a special/recognized religious holiday
6. Have an emergency that is outside the control of you and your family; your absence may be excused.
7. Are serving as a page for the Georgia General Assembly.

**Absences for any other reason are marked unexcused.**

### DO I HAVE TO COME TO SCHOOL EVERYDAY?

Yes! It's the law. Regular and prompt attendance is the responsibility of you and your parents.

### DO I HAVE TO BRING AN EXCUSE NOTE?

Yes. You have two days from the date of your absence to bring an excuse note to the front lobby receptionist. If you don't bring the note then your absence is marked unexcused.

### CAN MY FRIEND COME TO SCHOOL WITH ME?

We are a friendly school, but there are too many people here to allow you to bring friends to school. Parents need to check-in at the front lobby desk and obtain a visitor's pass. No other visitors will be allowed.

### CAN MY NEIGHBOR CHECK ME OUT OF SCHOOL?

Not unless they are listed by your parent on the current school official records as an authorized individual. Any adult wishing to check a student out of school must be authorized on the current school official records AND have proper photo identification. By the way, your parents must also show identification to check you out.

### CAN I GO TO WORK WITH MY PARENT?

"Take Your Daughter to Work Day" is not an excused absence as defined by state law; however, teachers will allow students to make up work if parents provide a note indicating that their child was participating in this program.

### WHAT IF I FORGET SOMETHING FROM HOME?

(HOMEWORK, LUNCH MONEY, PROJECT, LUNCH, ETC.)

Your parents may bring the item to the front desk. The current teacher and the next teacher will be e-mailed. However, there is no assurance that you will receive the item in time.

### WHAT HAPPENS IF I GET CHECKED OUT OF SCHOOL EARLY FOR AN APPOINTMENT?

Or

### WHAT IF I GET CHECKED IN TO SCHOOL LATE AFTER AN APPOINTMENT?

If you are at school less than half a day, you are counted absent. Half-day is 12:40p.m.

**STUDENTS CANNOT BE CHECKED OUT AFTER 3:30p.m.!**

#### HOW DO I GET MAKE-UP WORK?

It is your responsibility to follow your teachers' procedures for any missing assignments (including asking them and/or checking your teacher's website) because of an absence. It is also up to you to turn the work in to your teachers by the due date they give you. If you are out sick for a long time, your parent can call the school and arrange to pick up your assignments for you. Just be sure they give your teachers AT LEAST 24 hours to get the work together.

#### WHAT IF I COME TO SCHOOL EVERY DAY?

A perfect attendance list is posted each nine weeks to recognize students with no absences. Students must attend school at least one half of the academic school day to be counted present for that day. Half-day is 12:40p.m.

If you are new to our school and would like to be eligible for perfect attendance recognition, please ask your parents to provide attendance documentation from your previous school.

Please notify the registrar as soon as possible if you feel your attendance record is not accurate

## What can I do to earn good grades? Can I . . .

#### GO TO THE COMPUTER LAB?

The central computer lab (located at the top end of Hall F) is open in the morning from 8:15a.m.- 8:45a.m. You must have a signed agenda from your teacher stating your purpose for being in the lab. You are not allowed in a computer lab during the day without teacher supervision.

#### SEND AN E-MAIL/SURF THE WEB?

NO, you are not allowed to check or send e-mails from anywhere in the building. Also, inappropriate internet surfing can result in an Administrative referral. You may use the internet under your teacher's supervision, but you are not allowed to surf other sites.

#### GO TO THE MEDIA CENTER?

The media center is a classroom where students come to do research, check out books, and read magazines. The same rules regarding classroom behavior apply in the media center. Students are expected to exhibit good behavior, as the media center is a place for study and concentration. You must have a signed agenda to go to the media center.

#### HOW ARE MY GRADES?

Progress Reports for academic classes are issued periodically. Your parent may also access your grades through the Parent Portal. The progress reports will be sent home via the student or e-mail. In the Academic and Connections areas, all students will receive numerical grades based on the grading scale below. At the end of each marking period, each student will receive a report card. Students return the signed envelopes of the report cards to their homeroom teacher.

A = 90 – 100

B = 80 – 89

C = 74 – 79

D = 70 – 73

F = Below 70

High Honor Roll = All A's

Honor Roll = All A's and B's

## WHAT ARE HELP SESSIONS?

Teachers provide scheduled help sessions before school from 8:15a.m. to 8:45a.m. at least one day per week. Ask your teacher what day you can come in early to get help. Be sure that your teacher signs your agenda or a pass for you to come to his/her classroom before 8:45a.m. It is your responsibility to get your agenda signed or a pass from your teacher.

## WHAT IS GUIDED STUDY?

Lunch time help is called Guided Study and can take place in your teacher's classroom or another room assigned by your teacher. Ask your teacher what day you can come for extra help during lunch.

## HOW CAN I FIND OUT MY CURRENT GRADE IN EACH OF MY CLASSES?

Ask your parents to be sure to sign up for the parent portal. The parent portal will allow you, along with your parents, to view all of your grades and assignments regularly. It will help you find out your current grades, find out if you are missing any assignments or if you received low grades and need extra help. The portal is located at the following website:

<https://go2.gwinnett.k12.ga.us/parent/wps/portal>

## WHAT IS ACADEMIC ASSISTANCE?

Academic Assistance is a way for students to recover from a failing grade earned during the previous marking period.

## WHAT IF I CHEAT TO GET A BETTER GRADE?

Cheating is not a way to earn good grades.

Quizzes, tests and assignments are ways for your teachers and parents to know how well you are doing in a class or to determine if you need extra help. Cheating is taken very seriously at Hull Middle School.

Examples of cheating are:

1. Talking to or responding to another student for any reason during a test, quiz, and/or assignment /project. If you have a question during these times, ask your teacher, not your neighbor.
2. Looking at another student's paper/information or allowing someone else to look at your paper/information.
3. Giving your friend or neighbor the answers/information verbally, in writing (passing notes) or via text message.
4. If you have in your possession or you are using a cheat sheet or any form of written information pertaining to the assignment/project, test and/or quiz. This includes a book, an electronic device, and/or class notes.
5. Copying another student's assignment and/or allowing another student to copy your assignment. Students who are caught cheating will receive academic and/or disciplinary consequences for cheating.

## WHERE CAN I FIND ONLINE INFORMATION?

Students can now access the Online Research Library through the student portal. Click the lock on the icon to view the current passwords.

## HOW CAN I EARN RECOGNITION?

There are several ways to earn positive recognition at Hull Middle School.

1. Lion Heart Luncheon Invitation– Each nine weeks your teacher(s) can nominate you to attend a pizza lunch with other students and your administrator. Reasons for being nominated may include but not limited to citizenship, most improved, and being responsible.
2. Student of the Week - Any staff member may nominate you for demonstrating citizenship, honesty, etc.
3. Wall of Fame – perfect scores on any or all sections of the Georgia Milestone.

Lion Share Tokens – Any staff member may award you with a lion share token for positive behavior as outline on the PBIS matrix.

## WHY DOES RICHARD HULL ROCK?

We have three important expectations for all students and staff at Hull Middle School. We expect students to behave in a positive manner by being Respectful, Honorable and Responsible toward other students and staff. Students who are “caught “ demonstrating one or more of the three behavioral expectations can earn Lion Share recognition tokens from any staff member at Hull Middle. Students will have the opportunity to “cash in” their Lion Shares for prizes and reward on designated Fridays throughout the school year before Homeroom and/or during Lunch time.



## Hull Middle School School-Wide Behavior Expectation Matrix Richard Hull Rocks!

	School Arrival/Dismissal	Bus	Hallway	Classroom	Cafeteria	Restroom
<b>Respectful</b>	<ul style="list-style-type: none"> <li>Use an indoor voice</li> <li>Listen to all staff members</li> <li>Listen to a.m. and p.m. announcements</li> </ul>	<ul style="list-style-type: none"> <li>Follow bus rules</li> <li>Listen to bus driver</li> <li>Use kind words</li> <li>Sit in my seat properly</li> <li>Keep hands and feet to myself</li> </ul>	<ul style="list-style-type: none"> <li>Walk to the right</li> <li>Keep hands and feet to myself</li> </ul>	<ul style="list-style-type: none"> <li>Use appropriate language and tone</li> <li>Raise hand to speak</li> <li>Treat others as you want to be treated</li> </ul>	<ul style="list-style-type: none"> <li>Talk quietly</li> <li>Keep hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>Use in a timely manner</li> <li>Keep hands and feet to yourself</li> </ul>
<b>Honorable</b>	<ul style="list-style-type: none"> <li>Use only assigned breakfast cart near HR</li> <li>Follow dress code</li> <li>Proceed to your grade level hallway</li> </ul>	<ul style="list-style-type: none"> <li>Go directly to bus when my bus has been posted</li> <li>Exit/Enter bus at my correct bus stop</li> </ul>	<ul style="list-style-type: none"> <li>Have signed agenda</li> <li>Follow silent transition rules, even when adults are not present</li> </ul>	<ul style="list-style-type: none"> <li>Complete my work</li> <li>Help others when appropriate</li> </ul>	<ul style="list-style-type: none"> <li>Pay for what you choose</li> </ul>	<ul style="list-style-type: none"> <li>Conserve materials</li> </ul>
<b>Responsible</b>	<ul style="list-style-type: none"> <li>Remain in cafeteria until 8:45 a.m. bell rings</li> <li>Go directly to destination</li> </ul>	<ul style="list-style-type: none"> <li>Arrive to my bus stop on time</li> <li>Know the location of my bus in bus lanes</li> <li>Sit in my assigned seat</li> </ul>	<ul style="list-style-type: none"> <li>Move safely and quickly</li> <li>Move through Hall "C" properly-Follow the traffic flow</li> </ul>	<ul style="list-style-type: none"> <li>Bring all materials needed</li> <li>Participate</li> <li>Take care of property</li> <li>Use locker at correct time</li> <li>Arrive on time</li> </ul>	<ul style="list-style-type: none"> <li>Clean up after yourself</li> </ul>	<ul style="list-style-type: none"> <li>Report vandalism</li> <li>Flush</li> <li>Wash hands</li> </ul>

# Who's Hungry?

## GRAB-and-GO BREAKFAST

Students should pick up breakfast upon arriving to school at the cart nearest your homeroom, and then go straight to homeroom. The cost is \$1.50 daily. Breakfast is available beginning at 8:45a.m. No coffee, carbonated drinks or fast food should be brought in the building.

## LUNCH

Lunch will cost \$2.50 each day. Your parents can pre-pay for your lunches, or you can pay each day. You can, of course, bring your lunch if you like.

## CAN I SIT BY MY FRIENDS AT LUNCH?

Yes, only if they are in the class that you walk with to lunch. However, you are expected to follow these guidelines.

- Go through the lunch line; get drinks from drink machine and/or ice cream before arriving at your table.
- Please sit across the table with friends from your current class with whom you wish to visit. Students may not sit with feet in aisles
- Once you have arrived at your assigned table, you may not visit the drink and/or ice cream vendors OR change seats during lunch.
- You are responsible for cleaning up the table at which you eat.

## CAN MY PARENTS COME EAT LUNCH WITH ME?

Absolutely! Your parents and others on your emergency check out list can come to eat lunch with you. Be sure they know that they **can't bring in any fast food**. Visitors must sit with you at the designated table outside the cafeteria.

## CAFETERIA RULES/GUIDELINES

1. Be courteous to cafeteria staff.
2. Food will be served more quickly with your cooperation. Please make your selections quickly, and don't visit with other students in the cafeteria line.
3. After making your selections, please go to the register with the shortest line, and quickly enter your student ID. Wait for a cafeteria worker to give you the "ok" to move on.
4. After checking out – and purchasing ice cream and/or drinks from the vending machines, move quickly to your table. Do not stop by other tables to visit with students. **Do not visit with students who are already seated at the tables you pass.**
5. Speak in a conversational tone of voice.
6. **Use appropriate table manners.** Do not take food from another student's tray. Do not play with or throw any items in the cafeteria.
7. All food must be eaten in the cafeteria. No food can be taken into the classroom except on some occasions when the lunch schedule is changed. **Bottled water is the only drink that can leave the cafeteria.**
8. **NO CARBONATED DRINKS ARE ALLOWED.**
9. **Stay in your seat until your teacher dismisses your class.**
10. Parents are invited to join their child for lunch, but in fairness to all students, **personal parties or celebrations should occur outside of the school day.**
11. **Fast food, cakes, cupcakes, etc. are not allowed at school.**

# Dressing for Success

## CAN I WEAR MY HAT?

Not unless it is a designated Hat Day. Headgear is prohibited and must be in your bookbag while in the building. This includes, but is not limited to, caps, hats, hoods, bandanas, wave caps, sweatbands, do-rags, sunglasses, headphones, ear buds or any other head covering. No combs, rakes, curlers, or picks can be worn in the hair.

\*Exceptions for religious or medical reasons to be granted by the principal.

## CAN I WEAR OR USE MY HEADPHONES/EAR BUDS IN AND AROUND SCHOOL WHEN NOT USING THEM IN A COMPUTER LAB?

No. Not ever. Headphones and ear buds are not permitted outside of your bookbag. They are only allowed when in a computer lab and under the supervision and approval by a teacher. It is recommended that they stay home.

## ISN'T THIS SHIRT CUTE?

**It might be cute...but you can't wear it if it fails the following quick checks:**

1. If you raise your arms to shoulder level and your stomach shows, the top is unacceptable.
2. If your bare shoulders can be seen, the top is unacceptable.
3. If it's sleeveless, the top is unacceptable.
4. If your cleavage is visible, your top is unacceptable for school.
5. Other blouses, dresses and shirts, which are not appropriate for school include, but are not limited to, see through, backless, or tube tops. Rips or holes are not allowed in shirts/tops.

## ARE THESE SHORTS (OR THIS SKIRT) TOO SHORT?

Shorts, skirts and dresses should never be more than 4 inches above the top of your knee cap. Undergarments should **NEVER** be visible.

## CAN I WEAR LEGGINGS OR JEGGINGS?

Yes, as long as the leggings are loose fitting and worn with shorts, skirts or dresses that meet dress code standards.

## ARE THESE SHORTS, THIS SKIRT THESE PANTS OR JEANS TOO TIGHT?

Shorts, yoga pants, skirts, jeans or slacks that are skin tight or hugging the outline of your body are unacceptable. An example is spandex like (stretchy) material. Undergarments should **NEVER** be visible.

## IS THERE ANYTHING I CAN NOT BRING OR WEAR TO SCHOOL?

1. You may not bring blankets to school that can be worn as a cape, coat or jacket.
2. Writing across the seat area is not permitted.
3. Overalls must be fastened, including both straps and side panels.
4. Belts should not hang.
5. Pajamas, pajama pants, sleep or lounge wear are not to be worn to school.
6. Bulky chains worn around the neck or waist,
7. Two or three ring fingers that are joined
8. Mouth grills are not appropriate and should not be worn to school.
9. Jewelry or accessories that may be used as a weapon or pose a danger which includes but not limited to wallet chains, spiked rings, spiked bracelets, spiked earrings/gauges, spiked watches, or spiked collars.
10. Sharp objects that could pose a danger, such as spikes or safety pins, are not allowed on clothing or book bags.
11. Clothing with words or designs which are suggestive, obscene, related to drugs or alcohol is prohibited.

12. Clothing should not display words or symbols that are inflammatory, derogatory, insulting to others or in reference to gangs.
13. Bedroom slippers are not allowed. Shoes must be worn at all times.

### But The Baggy/Worn Look Is In...

Quick Checks to make sure your pants are ok.

1. Waistline of shorts/skirts/pants must be on or above the hips with **no underwear or shorts showing at any time.**
2. Pants that are too baggy and cannot be kept at the waist are not allowed.
3. If the crotch of the pants is anywhere near your knees – they are too baggy.
4. There should be no rips or holes in jeans, shorts, or skirts.

### Undergarments should NEVER be visible – no matter what you are wearing.

If you violate the dress policy, you may be referred to your grade level administrator's office. A phone call to your parents will be made to have a change of clothing brought to school for you. If no one is able to bring acceptable clothing, you may be required to wear your PE clothes or appropriate donated clothing for the remainder of the day. Repeat offenders of the dress code policy will receive a consequence. Remember that any student dress that an administrator or faculty member deems inappropriate may get you referred to your grade level administrator.

**Please keep in mind that attire that is appropriate for the weekend may not always be appropriate for school.**

## Lions: What NOT to Wear!





# Getting Involved

THERE ARE LOTS OF CLUBS AND ACTIVITIES IN WHICH TO PARTICIPATE AT HULL! HERE ARE JUST A FEW OF THE OFFERINGS!

## ATHLETICS

Gwinnett County recognizes the following sports in middle school:

Girls Basketball  
Boys Basketball  
Cheerleading

HMS also recognizes:  
Dance Team

Students wishing to try out for and participate in one of these teams must meet GHSAA eligibility requirements.

## ELIGIBILITY FOR SPORTS

Participants must:

1. **Pass four of five classes in the semester preceding the semester of try-outs and/or participation**
2. **Meet all 7<sup>th</sup> grade promotion requirements (i.e., transition students are not eligible to participate in 8<sup>th</sup> grade athletics)**
3. **Have a current physical exam conducted by a medical doctor, insurance, or waiver, and parent consent prior to participating in an athletic activity. Only the Gwinnett County physical form will be accepted.**
4. **Have no more than three referrals during the current school year.**

The application of these rules and procedures promote competition on a fair and equal basis.

## OTHER ACTIVITIES

An example of the types of activities at Hull may include, but are not limited to the following:

**Non-Competitive Sports:** Running Club, Intramurals, Wrestling

**Performing Groups:**

Band, Orchestra, Chorus, Jazz Band, Fiddle Club, SRO

**Student Leadership:**

Student Council (elected)

8<sup>th</sup> Grade Peer Leading (recommendation)

**Publications:**

Yearbook, Literary Magazine, Newspaper

**Special Interest:**

Math Counts	Science Club	DECA	Blue Crew
Media Festival	Chess Club	Art Club	Robotics
Math Academic Team	Readers Rally	Academic Quiz Team	

**Honorary:** Junior Beta Club

\*Clubs are available pending interest and sponsorship

## I'VE LOST MY.....

...Textbook (or other school property):

Lost property should be immediately reported to the teacher, office personnel, or an administrator. Since textbooks are checked out to you . . .

If you lose, damage, or destroy your textbook or other school-issued property, you must pay to replace the item before a replacement is issued.

Any unpaid fees will result in withholding of report cards at the end of the year.

If a lost item is later found during the school year, a refund will be made by the end of the school year. Sorry, no refunds can be made once the school year has ended.

### CAN I GET CHANGE?

Unfortunately, we cannot provide students with change for large bills. Remember, bringing a large amount of cash to school is not advised.

### WHAT IF I LOSE MY AGENDA?

Students are required to carry a school-issued agenda. If you lose or deface your agenda, you will be required to purchase a new one in the front office. Price is \$7.00.

### WHAT IF I LOSE MY WORKBOOK?

If you lose a consumable workbook for a class, you may purchase a replacement for \$10 in the media center.

### WHAT IF I LOSE MY SCHOOL - ISSUED LOCK?

If you lose a lock the school let you use, you must pay \$15 to replace the item before a new lock is issued.

### **THE SCHOOL IS NOT RESPONSIBLE FOR PERSONAL PROPERTY.**

### LOST AND FOUND

If you have lost a personal item at school, check with the large blue bin in Gym 1.

If you find an item that does not belong to you, please turn the item in to the front office.

### SAFEKEEPING FOR MY STUFF

#### **HERE ARE SOME HINTS FOR KEEPING YOUR THINGS SAFE AT SCHOOL.**

#### **LOCKERS:**

**Classroom lockers** are located in each homeroom and are available for a maintenance fee. These lockers are for the storage of books and equipment and come equipped with combination locks. IT IS YOUR RESPONSIBILITY TO SEE THAT THE LOCKER IS KEPT LOCKED AND IN ORDER AT ALL TIMES. Don't tell anyone the combination!

**P.E. Lockers:** Students should bring locks from home for use in P.E. locker rooms. Students should always lock up personal items and P. E. clothes when they are not in the locker room.

The school administration reserves the right to examine the contents of lockers and book bags when appropriate and is not responsible for investigating the loss of items as a result of those items not being placed in a secure locker.

## **THE SCHOOL IS NOT RESPONSIBLE FOR PERSONAL PROPERTY.**

### **CASH/EXPENSIVE ITEMS**

Avoid bringing large amounts of cash or other expensive items to school. If you must bring money in for a field trip, AA, tutoring, etc. deliver the money to the adult in charge of collecting the money first thing in the morning when possible.

Otherwise, lock these items in your locker (and remember...keep the combination secret)!  
Don't leave your purse unattended.

. ...IPOD, PSP, HEADPHONES, TABLETS, IPADS, etc...

Expensive electronic items should not be brought to school. These items are not allowed at school unless they are for academic use only. Students who bring these items to school assume responsibility for their safekeeping. The administration is not responsible for recovery of these lost or stolen items. Any electronic device that is found being used for non-academic purposes during the school day will be confiscated and may result in a referral.

## Other Frequently Asked Questions

### WHAT'S THE HULL WAY IN THE HALL WAY?

Students are not allowed to talk in the hall during class changes. This is called Silent Transition. Students who do not adhere to silent transition are assigned a silent lunch consequence from the teacher and/or staff member monitoring the hallways.

### WHAT IS SILENT LUNCH?

Students who fail to observe silent transitions or who do not adhere to the cafeteria guidelines will be assigned silent lunch. Students are not allowed to sit by their friends or talk during silent lunch.

### WHAT HAPPENS IF I DON'T ATTEND AN ASSIGNED SILENT LUNCH?

Your teacher will reassign for the next day and decide if additional days are required. If you miss due to sickness or guided study your teacher will decide if you need to make up the silent lunch.

### WHAT HAPPENS IF I CONTINUE TO GET SILENT LUNCH?

Students who have numerous infractions will follow the consequences below.

5 Offenses – Teacher/Team Detention

10 Offenses – Administrative Referral

15 Offenses – Administrative Referral

20 Offenses – Administrative Referral

Repeat offender's consequences may escalate.

### I FORGOT WHAT I HAD FOR HOMEWORK!!!!

No problem. Check your eClass.

### CAN I CARRY OVER THE COUNTER OR PRESCRIPTION MEDICATION IN MY POCKET, PURSE OR BACKPACK?

No. You should never carry any kind of medication with you without the permission from the school clinic worker.

#### CAN I GET A SET OF TEXTBOOKS FOR HOME?

Sorry, Gwinnett County Board of Education policy does not permit second sets of textbooks.

#### DO I HAVE THE RIGHT TO RIDE THE BUS?

Riding the bus is a **privilege**. If bus safety rules are not followed you may lose the privilege to ride the bus. The bus driver has the authority over the students riding his/her bus and students are expected to follow bus rules and procedures by the driver. Students who do not follow rules and procedures can receive a bus referral from the bus driver. Remember all school rules apply on the way to a bus stop, while waiting at the bus stop, riding the bus and on the way home from the bus stop. If student loses the bus privilege and is suspended, parents will have to arrange transportation for you to and from school.

#### CAN I GET/TAKE AN ASPIRIN?

The clinic cannot give out any medication except what has been brought to school and left at the clinic by a parent.

**YOUR PARENTS MUST BRING IN ALL MEDICATION (including over-the-counter medications) AND COMPLETE A "GCPS ADMINISTER OF MEDICATION" FORM TO BE KEPT ON FILE IN THE CLINIC.** It is the student's responsibility to come in for medication. Students must come to the clinic with a signed agenda.

#### CAN I PICK MY CONNECTIONS CLASSES?

That depends. You may choose certain year-long connections classes like band, chorus and orchestra. In Seventh grade, students may choose yearlong French or Spanish. You will be randomly rotated through the other connections classes each semester and are not allowed to choose those classes.

#### IF I WOULD LIKE TO MAKE A PHONE CALL....

You need to ask your teacher.

You **CANNOT** use personal cell phones during the school day. Cell phones **must be turned off** during the day.

Cell phones that are found on during the school day will result in a referral.

The school is not responsible for lost, misplaced, or stolen cell phones. Any cell phones that are taken up at school will only be returned to a parent.

## How to Avoid a Referral

### DON'T BE A WANDERER!

Students must have the written permission from a teacher to be outside of the classroom. This includes during afternoon and morning homeroom.

Students who ride the bus should remain in homeroom until their bus number is posted for dismissal.

You need your agenda, which will serve as your hall pass, with you at ALL times.

### AVOID CONFLICTS/FIGHTING/HARRASSMENT

**Fighting is a no-no!** All participants will receive a disciplinary referral. If you choose to fight, you can count on being suspended.

Instead, try visiting your counselor to blow off some steam, or ask them to mediate between you and the person with whom you are having a conflict.

Harassment of any form is taken very seriously by teachers, administrators and Hull Middle School. Harassment usually happens when adults are not present. It is important for students to inform teachers or school personnel immediately when it happens. Students who are found by administration to be in violation of this rule will receive a consequence.

### ENTREPRENEURS BEWARE!

All fund-raising conducted by school personnel, students, or Booster Clubs must be approved by the principal. Fund-raising items may not be sold during school hours. In addition, you cannot buy or sell personal items at school.

### WHAT IF I HAVE A REFERRAL AND WANT TO GO TO A SCHOOL ACTIVITY?

Students who have 3 or more discipline referrals in a school year will not be eligible to participate in the following non-academic school activities but not limited to: pep rallies, school dances, Hullabaloo, athletic events, socials and concerts. Referrals for electronic devices, silent transition and dress for non-repeat offenders are excluded from this policy.

### WHAT NOT TO BRING.....

Items which distract or disturb others are not to be brought to school. Such items are "squeeze bottles", iPods, mp3 players, lasers, electronic games, basketballs, footballs, cameras, playing cards, sunglasses, skateboards or any other recreational item. If you bring these items to school, they will be confiscated and not returned to you.

**Your parents or guardian may come to the school Monday through Friday 8:00am to 4:30pm to retrieve the item if you expect to get it back.**

### OTHER TIPS FOR AVOIDING REFERRALS

1. Be punctual. Get to school and to class on time.
2. Be prepared. Bring all materials that you need for your classes.
3. Be courteous. Show consideration for the other students, school staff and bus drivers.
4. Be respectful. Students who destroy or vandalize school property will be required to pay for damages.
5. Be neat. Dress is a matter of taste; learn to dress tasteful

## GWINNETT COUNTY STUDENT CONDUCT BEHAVIOR CODE

### RULE 1: DISRUPTION AND INTERFERENCE WITH SCHOOL

No student shall cause or attempt to cause (either directly or indirectly) a disruption or interference with school by any means.

**RULE 2: DAMAGE, DESTRUCTION OR MISUSE OF SCHOOL PROPERTY OR EQUIPMENT**

A student shall not cause or attempt to cause damage to school property or alter/misuse school technology or any other equipment, including accessing unauthorized areas on the computer. A student shall not steal or attempt to steal school property. A student shall not possess, sell, use, buy or transmit stolen school property or attempt to possess, sell, use, buy or transmit stolen school property.

**RULE 3: DAMAGE, DESTRUCTION, OR MISUSE OF PRIVATE PROPERTY**

A student shall not cause or attempt to cause damage to private property or steal or attempt to steal private property. A student shall not possess, sell, use, buy or transmit stolen private property on school grounds. Further, off schools grounds, a student shall not cause or attempt to cause damage to private property belonging to a school employee where such theft or damage is on account of that school employee's performance of his/her official duties. A student shall not sell or buy or attempt to sell or buy personal property on school grounds.

**RULE 4: ABUSE, THREATS, INTIMIDATION, ASSAULT OR BATTERY ON A SCHOOL EMPLOYEE**

**SECTION A** Regardless of intent, a student shall not:

Make oral or written communication, create a document, or make a symbolic gesture or contact of a threatening, undermining, or provoking nature to or about a school employee or in the presence of a school employee. This includes, but is not limited to, disrespectful conduct, insult, use of profanity, ethnic, racial, sexual, disability, or religious slur, or harassment and includes the development "hit list", "people to kill", "people to shot", or a statement about bring a weapon to school and injuring people.

**SECTION B** A student shall not:

Cause or attempt to cause physical injury or behave in such a way that could reasonably cause physical injury or make physical contact of a threatening or provoking nature to a school employee. **Rule 4B** also applies off school grounds when the misconduct by the alleged perpetrator is because of the school employee's performance of his/her official duties.

Intentional Physical Contact with a Teacher, Bus Driver, or Other School Employee

Any person who intentionally makes physical contact of threatening or provoking nature with a teacher, bus driver, school official, or other school employees shall be suspended and brought before a disciplinary panel.

The minimum penalty for a student found in violation of Rule 4BCa shall be suspension from public school until the end of the school year. Any panel finding a student in violation of Rule 4BCa may impose a more severe penalty in its discretion. This minimum penalty shall not be applied in conflict with federal law.

**RULE 5: ABUSE, THREATS, INTIMIDATION, ASSAULT OR BATTERY BY A STUDENT ON ANOTHER STUDENT OR TO ANY OTHER PERSON NOT EMPLOYED BY THE SCHOOL**

**SECTION A** Regardless of intent, a student shall not:

Make oral or written communication, create a document, or make a symbolic gesture or contact of a threatening, distracting, or provoking nature to or about a person/student or in the presence of a person/student. This includes but is not limited to bullying, disrespectful conduct, insult, use of profanity, ethnic, racial, sexual, disability, or religious slur, or harassment and includes the development of a "hit list", "people to kill", "people to shoot", or a statement about bring a weapon to school and injuring people.

**SECTION B** A student shall not:

Cause or attempt to cause physical injury or behave in such a way as could reasonably cause bodily injury to any student/person. A student shall not engage in any behavior that threatens the safety or well-being of another person or has the likelihood of provoking a fight.

**RULE 6: WEAPONS, DANGEROUS INSTRUMENTS, AND EXPLOSIVE OR IMPLOSIVE DEVICES**

A student shall not solicit to buy or sell, or buy or sell or possess, handle, transmit threaten with or discharge/use, any object that can reasonably be considered or converted to and/or used as a weapon such as, but not limited to knives; guns; pellet guns; brass knuckles; fire works; lighters, tear gas, mace, explosives, pepper spray; bats (other than for athletics); clubs, sticks or other instruments of a bludgeoning type; Chinese stars; razors; projectiles and the like.

Possession of a Weapon on School Property or at School Functions

A Student shall be excluded from school for one year ((exceptions limited on a case-by-case basis) for possessing on school grounds or at a school function a firearm including a starter gun, any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of such a weapon; any firearm muffler or silencer; or any destructive device

**RULE 7: DRUGS, ALCOHOL AND TOBACCO**

**SECTION A** A student shall not be involved in any substance, drug, alcohol or tobacco transaction, including, without limitation to buy, possess, sell, use, transmit, solicit; attempt to buy, possess; sell; use; or transmit; or be under the influence of any narcotic drug, depressant or stimulant drug including without limitation caffeine pills, hallucinogenic drug, anabolic steroid, amphetamine, barbiturate, marijuana, inhalant, alcoholic beverage, or intoxicant of any kind. A student shall not possess, sell, buy or transmit, or attempt to sell, buy or transmit any substance under the pretense that it is, in fact, a prohibited substance as described in this rule. The misuse or unauthorized possession of a prescription drug or nonprescription drug shall be considered a violation of this rule; however, this rule shall not apply to proper possession and/or use of a drug as authorized by a medical prescription from a registered physician.

**SECTION B** A student shall not possess, sell, use, transmit, buy or solicit any drug-related paraphernalia which includes, but is not limited to pipes, water pipes, clips, rolling papers, or any other items related to drug use or depicting drugs or drug use except where such items are related to approved curriculum.

**SECTION C** A student shall not possess, sell, use, transmit, buy or solicit tobacco products, or tobacco paraphernalia such as (but not limited to) matches, lighters, pipes, rolling papers and the like.

**RULE 8: DISREGARD OF DIRECTIONS OR COMMANDS**

A student shall not fail to comply with reasonable directions or commands of teachers, student teachers, substitute teachers, teacher aides, administrators, school bus drivers, or other authorized school personnel.

#### **RULE 9: SEXUAL MISCONDUCT/INDECENCY**

A student shall not engage in any act of sexual harassment of a physical nature or verbal nature. A student shall not perform any act of indecent exposure, lewd exposure, gesture or lewd caress or indecent fondling/touching of the student's own body or the body of another person, or any act of sexual intercourse. A student shall not use any inappropriate gestures that mimic or imply sexual acts or engage in any acts of "streaking" or "mooning" as those terms are commonly understood. Such acts will not be regarded lightly or considered pranks.

A student shall not possess, view, copy, sell, buy or transmit printed non-printed pornographic materials including any non-curricular sexually explicit printed or non-printed materials; or a student shall not possess, view copy, sell, buy or transmit printed or non-printed pornographic materials including but not limited to non-curricular materials depicting the human male or female genitals or buttocks with less than a fully opaque covering or any portion of the female breast with less than a fully opaque covering.

#### **RULE 10: UNEXCUSED ABSENCES**

A student shall not be absent from school or from any class or other required school function during required school hours except for illness or other providential cause, except with written permission of the teacher, principal, or other duly authorized school official, nor shall any student encourage, urge or counsel other students to violate this rule. A student may not leave school grounds prior to the end of the school day, after his/her initial arrival on campus, without the permission of a duly authorized school official.

#### **RULE 11: OTHER CONDUCT WHICH IS SUBVERSIVE TO GOOD ORDER**

A student shall not perform any other act which is subversive to good order and discipline in the schools. This includes but is not limited to violation of local school rules; violation of state and federal law; involvement in criminal gang-related behavior and/or criminal gang conduct as defined and prohibited by O.C.G.A. 16-15-3 and 16-15-4; providing false information to school personnel unauthorized possession or inappropriate use of laser pointers, and electronic communication devices (including tape recorders, CD Players, radios and televisions); loitering or trespassing, or community misconduct that would be so serious as to pose a threat to the school community.

Subject to the rules listed below, the Gwinnett County BOE permits students to possess electronic pages or communication devices on a limited basis and provides local school principals with the authority to set forth rules pertaining to student possession and use of such devices at their individual schools.

#### **RULE 12: REPEATED VIOLATIONS/ MISBEHAVIOR/CHRONIC DISCIPLINARY PROBLEM STUDENTS**

Students who chronically disrupt or repeatedly violate other school rules may be charged with repeated violations of school rules or misbehavior. This rule applies after remediation attempts, including the development and implementation of a student disciplinary and Behavioral Correction Plan.



\*\*\*\*Please see the *Gwinnett County Board of Education Student's Rights & Responsibilities Manual*, distributed to each student the first week of school, for a more detailed explanation of the student conduct behavior codes (rules 1 -12)

### **RULE 13: SCHOOL BUS INFRACTIONS**

Safety is the first priority while transporting students to and from school. While on a school bus, the bus driver/manager is the school official who has supervisory responsibility of students. Drivers must be able to concentrate on their driving at all times. A momentary distraction from their concentration can lead to a serious accident resulting in injury or death. The safety and well-being of each student depends on everyone following the standards of conduct outlined in this code. That safety is why certain infractions have a different level of consequence or are singled out as a school bus infraction.

## **Gwinnett County Public Schools Transportation - School Bus Rules**

*Posted on all GCPS school buses and printed in all school handbooks.*

1. Students will follow directions of the driver.
2. Students should be at the bus stop 5 minutes before the bus arrives, waiting in a safe place, clear of traffic and 10 feet from where the bus stop
3. Students will wait in an orderly line and avoid playing.
4. Students will cross the roadway in front of the bus after the bus has stopped, they have looked at the driver for a hand signal, and they have looked in both directions for traffic; left, right, left.
5. Students will signal the driver with a waving motion if something is dropped and wait for the driver to give a signal before picking up object.
6. Students will go directly to assigned seat when entering the bus. Keep the aisles and exits clear.
7. Students will remain properly seated, back against the back of the seat, bottom against the bottom of the seat, and keep hands to themselves.
8. Students will not eat, drink, chew gum, or bring tobacco, alcohol, drugs, or any controlled substances on the bus.
9. Students will not carry animals, glass objects, nuisance items, hazardous materials, or weapons onto the bus. Students may carry only objects that can be held in their laps.
10. Students will refrain from using loud voices, profanity, and/or obscene gestures, and respect the rights and safety of others.
11. Students will not extend head, arms, or objects out of the bus windows.
12. Students will be totally silent at railroad crossings.
13. Students will stay seated until time to get off the bus. The open door is the signal to get up from the bus seat.
14. Students are expected to ride the bus to which they have been assigned and to get off at their assigned bus stop. Only in the event of an emergency, as determined by the principal or their representative,

will a student be allowed to ride a different bus. Notification of this emergency must be sent to the school in a written note signed by the parent/guardian. The school administrator may provide a bus pass granting permission.

15. Students will keep their bus clean and in good, safe condition.

16. Students shall be prohibited from using any electronic devices during the operation of a school bus, including but not limited to cell phones, pagers, radios, tape or compact disc players; or any other electronic device in a manner that might interfere with the school bus communication equipment or the school bus driver's operation of the school bus. The bus driver may allow the wearing of headphones with an audio system on a case-by-case basis as long as it is in accord with the local school rules.

17. Students shall be prohibited from using mirrors, lasers, flash cameras, or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of the school bus.

## **Responsible Use of Electronic Media for All Technology Users in Gwinnett County Public Schools**

Effective Date: **December 12, 2012**

### **1. Technology Use in Gwinnett County Public Schools**

Gwinnett County Public Schools (GCPS) recognizes that the use of technology is prevalent in society. Students and staff have access to the Internet, cell phones, games, and a variety of personal technology devices. Students and staff utilize social media websites and applications as well as a variety of other digital resources that allow them to interact, share, create and innovate. Staff members utilize these same resources as a means to effectively engage and motivate student learning and collaborate with colleagues.

Access to more technology leads to more data access, as well. Regardless of the source, GCPS staff and students are reminded to follow the policies and procedures that protect data access, including the Family Educational Rights and Privacy Act of 1974, and the Children's Internet Protection Act of 2000, which are detailed in the Student/Parent Handbook. For more information on data privacy, please see Procedure EBCA: Passwords and Data Privacy , especially sections 4 and 5. While the Board supports anytime, anywhere access to GCPS business-related data, all staff members share the responsibility to protect sensitive data in a professional manner. Regardless of the device or the computer with which GCPS data is retrieved, staff members are expected to protect GCPS-related personal and sensitive information at all times. This includes GCPS-purchased devices as well as devices owned, rented, or used by GCPS employees.

### **2. Staff Members' Social Media Use**

As online technologies become more interactive, GCPS is providing new methods for supporting teaching and learning, including social media, home access to learning activities, and enhanced online resources. Social media includes all types of communication shared in an electronic format, including Facebook, Twitter, YouTube, blogs, wikis, e-mail, social networks, instant messaging and video-hosting sites, as well as emerging technology that encourages sharing and electronic collaboration. Each vehicle has its own style and privacy options. These technologies must meet GCPS standards and expectations for communication with students, parents, staff and community members.

Information regarding the Family Educational Rights Protection Act (FERPA) and the district's media release expectations are detailed in the Student/Parent Handbook. Some additional guidelines around social networking are important to remember:

District-approved or district-hosted communication tools (such as e-mail and the school website) are the primary resources for communication to parents and students about school-related matters; treat school-related social media as a secondary form of communication with parents and students

Communicate with students and parents about school-related matters through district-approved or district-hosted electronic accounts and applications, such as district e-mail and the school or office website

Do not share information, pictures, or work examples of GCPS students unless their parents have approved such use of their child's information, images, and work examples on social network sites

Do not share information, pictures, or work examples of GCPS staff members on social network sites without their approval

Consider the information being distributed, and its impact on your credibility as a staff member and your ability to perform your duties

Only allow true friends access to your personal information, and carefully consider what you post about your professional activities and environment on personal social networking sites

Firmly and directly connect the use of social networking to the academic purpose of the classroom when maintaining a site for teaching and learning purposes

Remember that staff members are expected to follow the ethical and professional standards for educators described in Policy GBU and associated procedures; if you choose to post information about your work, strive to only post information that is a positive reflection of your efforts to educate students and interact with others

### **3. Student- or Staff-Owned Technology**

When approved, students and/or staff members may have the opportunity to use personal devices to connect to a specialized safe-access wireless network to complete instructional and/or administrative tasks. This program, called the Bring Your Own Device (or BYOD) program, is designed to support teaching and learning through safe, efficient, and monitored wireless access. Students are expected to follow the Student Conduct Behavior Code, and staff members are subject to the Board-adopted code of ethics adopted by the Georgia Professional Standards Commission. The BYOD access may be limited to certain schools, areas, and zones, based on availability.

To participate in the use of BYOD resources, all users must agree to use the school network when available, and not personal 3G, 4G, or other cellular service providers, on their devices. Using the school network ensures a filtered, appropriate solution that is optimized for BYOD use. GCPS is not responsible for any damages, fees, lost functionality, or costs that may be the result of students or staff members participating in BYOD. This is a voluntary program, and students will not be penalized if they cannot participate. Whether the device is owned by a parent, student, or staff member, the user of the device is responsible for protecting the device at school, on the bus, or at school functions.

### **4. Violations, Damages, and Exclusions**

As with other systems, ACCESS IS A PRIVILEGE, NOT A RIGHT! The district's technology, network, hardware, software, and data resources are all intended for educational purposes. All activity over the network or using district technologies may be monitored and retained. Additionally, personal devices may be confiscated for legal and/or disciplinary examination when violations occur that require further research. Misuse of district resources can result in disciplinary action for students and disciplinary action or dismissal for staff members. GCPS makes a reasonable effort to ensure student and staff safety and security online, but will not be held accountable for any harm or damages that result from use of school technologies. Staff members are expected to alert technology team members or the GCPS Help Desk (678-301-6547) immediately of any concerns for safety or security.

#### **5. Responsible Use and Acceptable Use Policies**

To inform users and maintain compliance, all Technology Team Personnel (Central Office Technology Personnel, Technology Support Technicians, and Local School Technology Coordinators) who use GCPS users are to sign a Responsible or Acceptable Use agreement annually. This document is to be kept on file at local schools and/or office, and the master copies of Responsible or Acceptable Use documents will be sent out annually from the Information Management Division. Recipients of the master copies are administrators, school technology teams (including Local School Technology Coordinators, Technology Support Technicians, and Media Specialists), and others as designated by the Chief Information Officer.

Specific Responsible and Acceptable Use agreements are available for each of the following groups:

- Students (found in the Student/Parent Handbook)
- Personnel, Substitute Teachers, Volunteers, and Vendors
- Technology Team Personnel (Central Office Technology Personnel, Technology Support Technicians, and Local School Technology Coordinators)