NAME:

HOMEROOM:

BUS ROUTE#:

STUDENT#:



2023-2024

HULL MIDDLE SCHOOL STUDENT AGENDA BOOK & HANDBOOK

1950 Old Peachtree Road, Duluth, GA 30097

(770) 232-3200

[www.hullmiddleschool.org](http://www.hullmiddleschool.org/)

Gwinnett County Public Schools

Denise Showell-Principal

Lachelle Kegler-Assistant Principal-7th Grade Ryan Robertson-Assistant Principal-8th Grade

TBA Assistant Principal-Connections   
Darlene Brown Assistant Principal -6th Grade and Special Ed

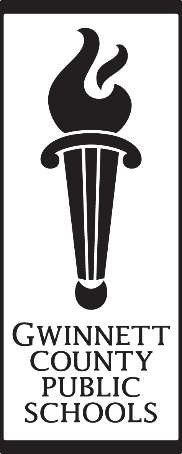
School Mascot – Lion School Colors – Royal Blue, White, and Red Accent School Motto – Every Child is a Promise School Mission Statement – Educating Above & Beyond

**Cluster Elementary Schools:**

|  |  |  |  |
| --- | --- | --- | --- |
| Jackson Elementary | Mason Elementary | Parsons Elementary | Burnette Elementary |
| 1970 Sever Road | 3030 Bunten Road | 1615 Old Peachtree Rd | 3221 McGinnis Ferry |
| Lawrenceville, GA 30043 | Duluth, GA 30096 | Suwanee, GA 30024 | Suwanee, GA 30024 |
| 770-682-4200 | 770-232-3370 | 678-957-3055 | 678-546-2170 |

**Cluster Middle School: Cluster High School:** Northbrook Middle School Peachtree Ridge High School 1221 Northbrook Parkway 1555 Old Peachtree Road Suwanee, GA 30024 Suwanee, GA 30024

678-407-7140 678-957-3100



Dear Students and Parents:

Welcome to the 2023-2024 school year! It is great to celebrate another school year.

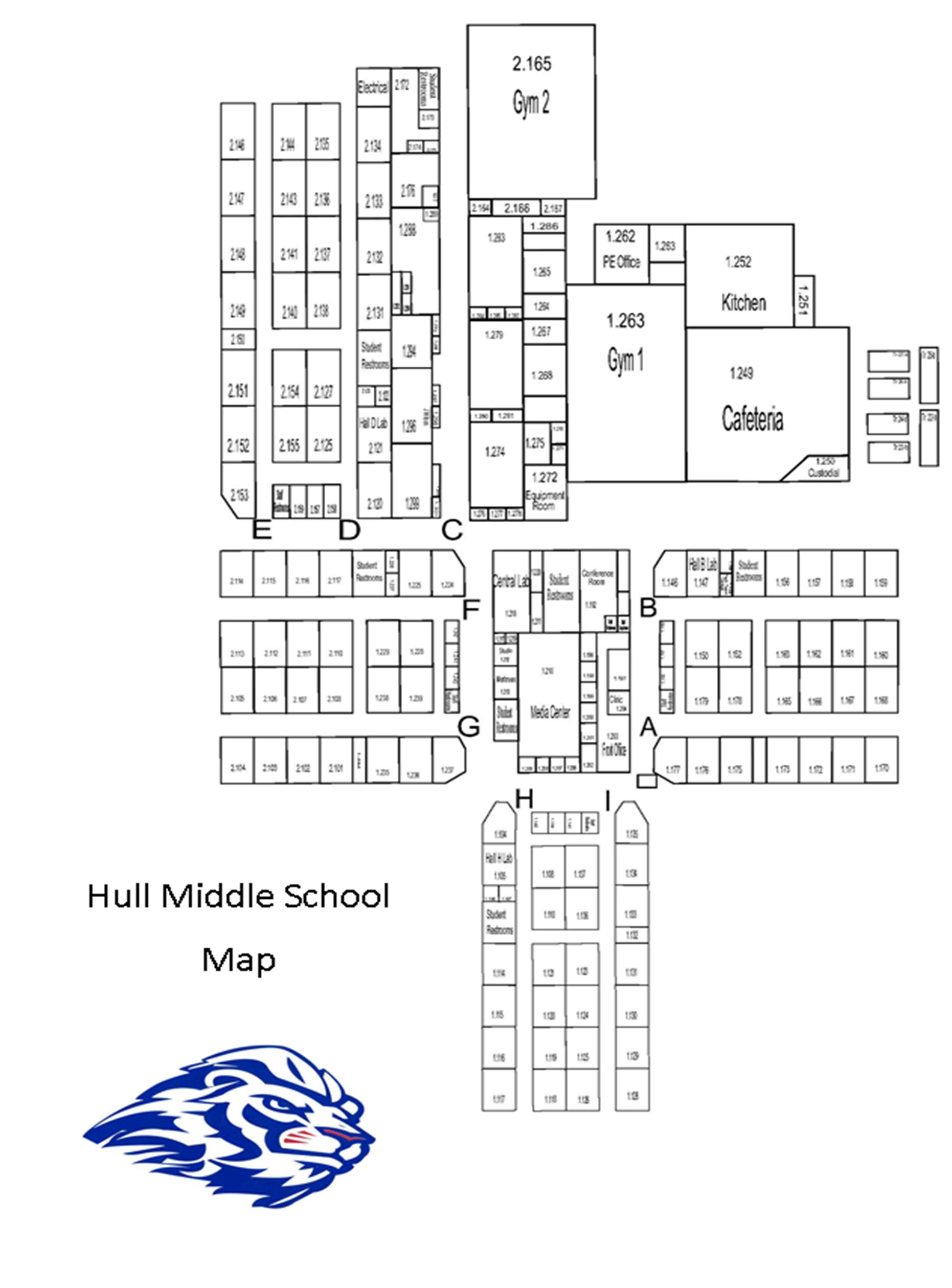
At Hull Middle School, we are proud of the reputation that has been established, and we want to continuously improve it. We hope that this year will be exciting and filled with many new opportunities.

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 available. Please review this agenda book and the discipline handbook very carefully.

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

Sincerely,

Denise Showell Principal



**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 have read. |

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



Diagram

Description automatically generated

**How Can I Be a Digital Citizen?**

1. When I am at school, I will use my personal device for educational purposes only.
2. I will not engage in inappropriate group chats and will report them to my grade level counselor immediately.
3. I am safe and appropriate when I am online.
4. I will use kind words when online.
5. I will standup and say “No!” to cyberbullying.

# COMING AND GOING…

### WHEN IS THE SCHOOL OPEN?

Hull Middle School’s hours are from 9:15AM – 4:00PM.

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

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

School starts at 9:15 am. If you arrive after 9:15 am, you are considered tardy. School ends each day at 4:00 pm.

### WHAT TIME IS EARLY RELEASE DISMISSAL?

On early release days, dismissal is at 1:15 pm.

### 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 administrative detention (7:15 am - 8:45 am).

### 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 am and 9:15 am.** 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 8:45 am, but **no earlier than 7:45 am**, you are to report to the cafeteria.

### 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 8:45 am. There will be no exceptions. If you do not have your pass you will remain in the cafeteria until the bell rings at 8:45 am.

Students who on the rare occasion need to be dropped off before the bell will remain in the cafeteria and will be required to have study materials, books, or homework to work on. All school rules apply while in the cafeteria. You may lose the privilege of being in the cafeteria if you choose not to follow school rules.

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

A parent note is required to change transportation.  In the event of an emergency, a parent may call in a transportation change.  We will verify the identity of the parent calling in, and the parent must fax a copy of their photo ID before 3:00 PM to 770-232-3203.

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

Your parent needs to pick you up at 4:00pm. If your parent picks you up after 4:30 pm, a face-to-face parent conference will be required of parents after two late pick-ups. If it happens a third time, the proper authorities may be notified.

### 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 do not pick you up on time.

### DO I HAVE TO COME TO SCHOOL EVERY DAY?

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

MAY 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 his/her representative, will a student be allowed to ride a different bus. Notification of this emergency must be sent to the school via 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; or
7. are serving as a page for the Georgia General Assembly.

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

### 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 do not bring a note, then your absence is marked unexcused.

### MAY 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.

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

A neighbor can only check you out of school if 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.

### MAY 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 OR LUNCH MONEY, PROJECT, ETC.)

Students are encouraged to bring necessary items to school each day.  If a parent drops off an item at the front desk, we will email your teachers; however, there is no assurance that you will receive the item in time.  To minimize classroom disruptions, we are unable call students from the classroom to pick up forgotten items.

### WHAT HAPPENS IF I GET CHECKED OUT OF SCHOOL EARLY OR CHECK IN LATE FOR AN APPOINTMENT?

If you are at school less than half a day, you are counted absent. A half-day is being present until 12:40 pm.

**STUDENTS MAY NOT BE CHECKED OUT AFTER 3:30 pm.**

## 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 eCLASS) because of an absence. Students are encouraged to use eCLASS daily for assignments and grades. 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.

### MAY I SEND AN E-MAIL/SURF THE WEB/PLAY VIDEO GAMES?

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.

### WHEN MAY I GO TO THE MEDIA CENTER?

The Media Center is a classroom where students go 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.

# GRADES…

### HOW ARE MY GRADES?

Progress reports for academic classes are issued periodically. Progress reports will be sent home via the student or e-mail. Your parent(s) may also access your grades through the Parent Portal. 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 = 70 – 79

U/F = 0 – 69

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

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

You may see your grades and missing assignments on the student portal.  Your parents may view your grades and assignments on the parent portal.

### WHAT IS ACADEMIC ASSISTANCE?

Academic Assistance is a way for students to recover from a failing grade earned during the first semester. Academic Assistance is only offered once per year.

### WHERE SHOULD I DO ONLINE RESEARCH?

Students can now access the Online Research Library through the student portal. You should not need passwords to access the databases from the student portal.

### 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 include the following:

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.

1. Looking at another student’s paper/information or allowing someone else to look at your paper/information.
2. Giving your friend or neighbor the answers/information verbally, in writing (passing notes) or via electronic communication.
3. 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.
4. 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.
5. Copying phrases or sentences from the internet or other media.

Be VERY careful when taking information from a source. Don't copy and paste into your notes, but instead take paraphrased sentence fragments and then create your project from your notes, not directly from your source. It's very easy to accidentally steal when taking exact quotes, and then get caught for plagiarizing. Your teachers will typically know the difference.

# 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 8:45 am. No coffee, carbonated drinks, colored 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 would like. Meal accounts can be set up at [*www.mypaymentsplus.com.*](http://www.mypaymentsplus.com/)

### MAY 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 have eaten.

### MAY MY PARENTS COME EAT LUNCH WITH ME?

Absolutely! Your parents 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 and provide a valid I.D. before entering.

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 certain 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/guardians are invited to join their student(s) 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.**
12. **No deliveries (Uber Eats, DoorDash, etc.) are allowed.**

# Dressing for Success

### MAY I WEAR MY HAT?

Hats can only be worn on a designated Hat Day. Headgear is prohibited and must be in your book bag 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 are granted by the principal.*

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

No. Headphones and ear buds are not permitted outside of your book bag. They are only allowed when a

teacher requires them. It is recommended that these items remain at home.

### ISN’T MY OUTFIT CUTE?

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

1. Shirt should cover stomach, and stomach should not show.
2. Tank tops and spaghetti strap tops must be worn with a covering.
3. If your cleavage is visible, your top is unacceptable for school.
4. Other blouses, dresses, and shirts, which are not appropriate for school include, but are not limited to, see-through, backless, or tube tops.
5. Rips or holes are not allowed in clothes above the mid-thigh, including holes that have leggings or shorts underneath.

### 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.

### MAY I WEAR LEGGINGS OR JEGGINGS?

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

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

Athletic wear, shorts, yoga pants, skirts, jeans, or slacks that are skintight or hugging the outline of your body are unacceptable. An example is spandex (stretchy) material. Again, undergarments should **NEVER** be visible.

### 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 should not sag.
3. If the crotch of the pants is anywhere near your knees – the pants are sagging.
4. There should be no rips or holes above the mid-thigh 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 can 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, any student dress that is deemed inappropriate, may get you referred to your grade level administrator.

### 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 of the garment is not permitted.
3. Overalls must be fastened, including both straps and side panels.
4. Belts should not hang.
5. Pajamas, pajama pants, or sleep/lounge wear may not to be worn at school except on designated pajama pants only days by administration as a PBIS reward.
6. Bulky chains worn around the neck or waist are not permitted.
7. Two or three ring fingers that are joined are not allowed.
8. Mouth grills are not appropriate and should not be worn at school.
9. Jewelry or accessories that may be used as a weapon or pose a danger can include but are not limited to, wallet chains, spiked rings, spiked bracelets, spiked earrings/gauges, spiked watches, or spiked collars are not allowed.
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, violent, obscene or related to drugs and/or alcohol are 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.

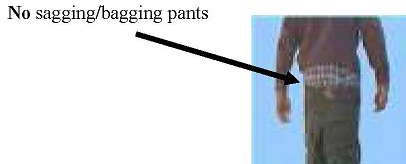
**Please keep in mind that attire that is appropriate for the weekend may not always be appropriate for school.**

# Lions: What NOT to Wear!





No torn or ripped clothing above the mid-thigh.



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 five of six classes in the semester preceding the semester of try-outs and/or participation.
2. Meet all grade level promotion requirements.
3. Have a current physical exam conducted by a medical doctor, insurance, or waiver, and parent consent prior to participating in any 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:** Intramurals

**Performing Groups:** Band, Jazz Band, Chorus, Fiddle Club, Orchestra, Honor Orchestra, Theatre

**Student Leadership:** Student Council (elected)

8th Grade Peer Leading (selection)

**Publications:** Yearbook

**Special Interest:** Academic Quiz Team, Art Club, Chess Club, Crochet Club, French Club, Green Team, Library Club, Math Academic Team, Math Counts, Readers Rally, Robotics, Running Club, Science Fair, Spanish Club, Technology and Coding Club, WyldLife, and additional clubs may be presented as the year progresses, and an announcement will be made via e-mail blast.

After School Events:

Students must be accompanied by a parent or guardian who remains with them at all times whenever there are evening events including but not limited to concerts, multicultural night, award nights, and PTSA sponsored events. If a parent or guardian is not required to accompany a student, it will be announced beforehand in the weekly newsletter.

*\*Clubs are available pending interest and sponsorship*

# I’VE LOST MY…

### LIBRARY BOOK OR OTHER SCHOOL PROPERTY

Lost property should be immediately reported to the teacher, office personnel, or an administrator.

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

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.

### MAY 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 asked 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.

### LOST AND FOUND

If you have lost a personal item at school, check 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:** 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.

### 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.

### HEADPHONES, TABLETS, IPADS, SMARTPHONES, etc…

Expensive electronic items should not be brought to school. 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. Please refer to our away for the day policy.

THE SCHOOL IS NOT RESPONSIBLE FOR PERSONAL PROPERTY.

# Other Frequently Asked Questions

### WHAT IS SILENT LUNCH?

Students who do not adhere to the classroom rules or are missing assignments 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 absence from school, your teacher will decide if you need to make up the silent lunch.

### I FORGOT WHAT I HAD FOR HOMEWORK!

No problem. Check eCLASS.

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

No. You should never carry any kind of medication with the exception of inhalers or Epi-Pens. Doctors’ orders

must be on file with the clinic worker in order to carry either of those items.

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

Sorry, Gwinnett County Public Schools’ policy does not allow us to check out textbooks.  You may access your textbooks on eCLASS.

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 authority over the students while riding the bus and students are expected to follow bus rules and procedures by the driver. Students who do not follow rules and procedures may receive a bus referral from the bus driver. Remember all school rules while waiting at the bus stop, while riding the bus, and at the bus stop. If a student loses bus privileges and is suspended, parents will have to arrange transportation to and from school.

### MAY 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.

### MAY I PICK MY CONNECTIONS CLASSES?

In December, students will be given a survey to select their top connection classes for the upcoming school year. Every effort will be made to place students in their selected classes. However, there is no guarantee they will be placed in all classes selected. For upcoming 7th grade students applying to year-long French, Spanish, or Latin they will have to meet established criteria.

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

You need to ask your teacher. **You MAY NOT use personal phones during the school day. Phones must be turned off during the day.** Students with phones that are found turned on during the school day may receive a referral, and phone may be taken by your teacher and returned at the end of the day. If this happens more than once, your parent may have to come to school to retrieve the phone. Calls should be made from the front office or the clinic.

**The school is not responsible for lost, misplaced, or stolen phones.**

# How to Avoid a Referral

### DON’T BE A WANDERER!

Students must have 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 class 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 prohibited!** All participants may receive a disciplinary referral. If you choose to fight, you may be 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 and administrators of Hull Middle School. Harassment usually happens when adults are not present. It is important for students to inform teachers or school personnel immediately if 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 discipline referrals may not be eligible to participate in some academic activities. These activities may include but are not limited to pep rallies, school dances, Hullabaloo, athletic events, socials, and concerts. Referrals for electronic devices and dress code for non-repeat offenders are excluded from this policy. Criteria for each event will be communicated.

### WHAT NOT TO BRING . . .

Items which distract or disturb others may not be brought to school. Such items are squeeze bottles, 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 parent(s) or guardian(s) may come to the school Monday through Friday, between 8:00 am to 4:30 pm, to retrieve the item.**

### OTHER TIPS FOR AVOIDING REFERRALS:

* Be punctual-get to school and to class on time.
* Be prepared-bring all materials that you need for all classes.
* Be courteous-show consideration for the other students, school staff, and bus drivers.
* Be respectful-students who destroy or vandalize school property will be required to pay for damages.

### HOW CAN I EARN RECOGNITION?

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

* Lion of the Week - Any staff member may nominate you for demonstrating citizenship, honesty, etc.
* Lion Paws– Any staff member may award you with a lion paw for positive behavior as outlined on the PBIS matrix. Each Lion Paw can be turned in for a chance to win weekly prizes or as admission to certain events.
* Positive Referral- Your teacher may send home a positive referral to let your parents know about your good behavior.

### 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 Paws from any staff member at Hull Middle. All Lion Paws are entered into a weekly drawing, so each Lion Paw is another chance to win a prize.

# GWINNETT COUNTY STUDENT CONDUCT BEHAVIOR CODE

### RULE 1: DISRUPTION AND INTERFERENCE WITH SCHOOL

No student shall cause or attempt to cause 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 school 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 of a “hit list,” “people to kill,” “people to shoot,” or a statement about bringing 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 student 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 4BC shall be suspension from public school until the end of the school year. Any hearing finding a student in violation of Rule 4BC may impose a more severe penalty at 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 bringing 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; fireworks; lighters, tear gas, mace, explosives, pepper spray; bats, clubs, sticks (other than for athletics); or other instruments of a bludgeoning type; Chinese stars; razors; projectiles and the like.

**Possession of a Firearm, Dangerous Weapon, or Hazardous Object on School Property or at School Functions**

Students are prohibited from possessing firearms, (including handgun, rifle, shotgun, or other weapon which will or can be converted to expel a projectile by the action of an explosive or electrical charge), dangerous weapons or hazardous objects, while on school property or at school functions.

A student shall be excluded from school for one calendar for possessing on school grounds or at a school function a firearm or a dangerous weapon. Any student possessing a hazardous object while on school property or at school functions, shall receive disciplinary consequences.

### 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 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 or 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. 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 CD Players, MP3 Players, video games, and televisions, loitering or trespassing, providing false information to or about school personnel, or community misconduct that would be so serious as to pose a threat to the school community.

A student shall not hold oneself out as a member of a criminal street gang identified by the Gwinnett County Gang Taskforce by one’s mode of dress, means and method of communication including the use of hand signs, or the possession or publication of gang writing/symbols.

Subject to the rules listed in the Student/Parent Handbook, the Gwinnett County BOE permits students to possess electronic pagers 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/Parent Handbook,* 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 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.

### GCPS 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 stops.
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 and keep the aisles and exits clear.
7. Students will remain properly seated, with back against the back of the seat, bottom against the bottom of the seat, and 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 will 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 are allowed to “Bring Your Own Device” (BYOD) but shall be prohibited from using such device during the operation of a school bus in a manner that interferes with the 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 accordance with 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.

### ANTI-DISCRIMINATION AND TITLE IX COMPLAINT PROCEDURE

Notice to Students, Parents, & Employees: If you believe you or your child are being mistreated based on race, color, religion, gender, age, national origin, or disability, you have a complaint and a remedy. Please tell any school employee in whom you have confidence that you have a complaint about the manner in which you or your child is being treated and why. Additional information regarding Title IX, including the school system’s policies and procedures and the names and e-mail addresses for each school’s Title IX Coordinator, may be found online at: <https://www.gcpsk12.org/Page/24942>

You also may contact:

Dr. Michele Smith

Executive Director, The Office of Employee Relations, Division of Human Resources

Gwinnett County Public Schools

437 Old Peachtree Road, NW

Suwanee, GA 30024

Phone: (678) 301-6811

Email: Michele.Smith@gcpsk12.org

### RESPONSIBLE USE OF ELECTRONIC MEDIA FOR STUDENTS

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 students, motivate student learning, and collaborate with colleagues.

When using GCPS technology or network access, students are expected to follow the Student Conduct Behavior Code, including respecting others’ privacy. Online student accounts to be used for legitimate educational purposes will be subject to monitoring and review, including review of text and attachments that are related to that student or students. At NO TIME should a student consider GCPS e-mail, networked applications, or account or technology access private or confidential in any way.

While the school district does maintain Internet filters, there may be times when a student may accidentally or purposefully discover inappropriate materials online. Gwinnett County Public Schools DOES NOT CONDONE the use of such materials. Inappropriate use of GCPS technology or network access is a violation of the Student Conduct Behavior Code.

Access is a privilege, not a right, and all students are expected to treat this learning tool with respect. GCPS technology, network access, and electronic resources must not be used to:

* Harm other people.
* Interfere with other people’s work.
* Steal property.
* Gain unauthorized access to other people’s files or programs.
* Gain unauthorized access to online resources, including using someone else’s password.
* Make changes to the hardware or software configuration of any machine, including installing or deleting any software.
* Improperly use the network, including introducing software viruses and/or bypassing local school or office security policies.
* Steal or damage data and/or computers and network equipment.
* Access, upload, download, and/or distribute pornographic, hate-oriented, profane, obscene, or sexually explicit material.

Failure to follow these guidelines can violate the Official Code of Georgia, O.C.G.A., Codes 16-9-90, 16-9-91, 16-9-93, and 16-9-93.1 as well as Title XVII of United States Public Law 106-554, known as the Children’s Internet Protection Act. Such use can also lead to disciplinary actions, up to and including loss of access to GCPS technology resources and further disciplinary actions as defined by existing GCPS policies. Such disciplinary actions may include confiscation of technology being used inappropriately if an incident occurs.

### HARASSMENT STATEMENT

It is the policy of the Gwinnett County Board of Education not to discriminate on the basis of gender, age, race, color, disability, religious belief, or national origin in the educational programs and activities, or admissions to facilities operated by the Gwinnett County Board of Education, or in the employment practices of the school system. It is the express policy of the Gwinnett County School Board to comply with all laws and regulations relating to discrimination now in effect or hereafter enacted.

The Gwinnett County Board of Education does not and will not tolerate harassment of our students or employees. The term “harassment” includes, but is not limited to, slurs, jokes, and other verbal, graphic, or physical conduct relating to an individual’s race, ethnic group, color, gender, religious belief, national origin, citizenship, age, or disability. “Harassment” also includes sexual advances, requests for sexual favors, unwelcome or offensive touching, and other verbal, graphic, or physical conduct of a sexual nature.

Violations of this policy will subject an employee to disciplinary action up to and including immediate employment termination. Students violating this policy may be disciplined up to and including exclusion from school.

### STUDENT COMPLAINTS AND GREIVANCES

The Gwinnett County Board of Education is committed to providing an environment free of sexual harassment and all forms of harassment and discrimination on the basis of race, color, religion, gender, age, national origin, or disability. If a student believes he or she is being mistreated on account of race, color, religion, gender, national origin, or disability, the student may utilize the three-step procedure outlined in Procedure P.JCE which is summarized below.

Step I: If a student has a complaint of discrimination or unfair treatment, he or she should report concerns to the principal, the local school’s Title IX Coordinator, teachers, counselors, or other school administrators. If a student is not satisfied that a complaint presented to a member of the school staff has been resolved satisfactorily, the student or his or her parent may request a meeting with the principal, following which, the principal will inform the parent in writing of his or her decision on the complaint.

Step II: If, after meeting with the school principal, the student is not satisfied with the principal’s decision, a written appeal may be submitted to the Assistant Superintendent for that school within 10 working days of the receipt of the principal’s decision. The appeal must give specific reasons for reconsideration, state precisely the reasons for dissatisfaction with the principal’s decision, and be limited to the matter under review.

Step III: For assistance with the student complaint or grievance process, you may contact:

Dr. Michele Smith

Executive Director, The Office of Employee Relations, Division of Human Resources

Gwinnett County Public Schools

437 Old Peachtree Road, NW

Suwanee, GA 30024

Phone: (678) 301-6811

Email: Michele.Smith@gcpsk12.org

\*Retaliation on account of filing a complaint at any level is strictly prohibited.

### IMPAIRED/HANDICAPPED ACCESS

Gwinnett County Public Schools wishes to meet the needs of all of its students and families. If any member of your family needs assistance or has any questions regarding mobility impaired issues or handicapped access, please contact the principal of your local school.